

**Meeting Assurance Report to the  
Council of Governors  
held on 19 September 2023**

<b>Name of Committee / Group</b>	People Committee
<b>Date of Meeting</b>	10 July 2023
<b>Chair</b>	Shiella Wright, Non Executive Director
<b>Lead Officer</b>	Mark Gwilliam, Director of HR & Staff Development
<b>Meeting Administrator</b>	Joy Spotswood, PA to the Director of HR & Staff Development

**Purpose**

The purpose of this report is to provide in summary an update on the key discussions and outcomes of the above meeting.

<b>Agenda items covered at the meeting</b>
<p>The agenda included the following items:</p> <ul style="list-style-type: none"> <li>• Industrial Action Update</li> <li>• HR KPI Report</li> <li>• Getting Back on Track Update</li> <li>• Staff Survey Quarterly Update</li> <li>• Medical Appraisal/MT Quarterly Update</li> <li>• Managing Attendance Update</li> <li>• Monthly Nurse Staffing Report – May</li> <li>• Monthly Agency Report – May</li> <li>•</li> </ul>

<b>Matters to highlight</b>
<p>Specific areas to highlight are as follows:</p> <ul style="list-style-type: none"> <li>• <b>Industrial action</b></li> </ul> <p>RCN – The RCN re-balloted members throughout June but didn't receive the appropriate mandate, therefore no further strike action will be taking place.</p> <p>Consultants – Following a ballot, the consultants received a mandate for strike action, and will be taking strike action on the 20 and 21 July 2023.</p> <p>Society of Radiographers – A mandate for strike action has been received by the Society of Radiographers. Whilst the Trust is awaiting confirmation of the strike dates, it is believed the proposed dates for strike action will be 25 &amp; 26 July 2023.</p> <p>Junior Doctors – The Junior Doctors will be undertaking 5 days of strike action commencing from 13 July. They have also gone out to ballot members again for future strike action, which has a closing date of the 31 August 2023.</p>

- **Getting Back on Track**

**Sustained reduction in time to fill rates**

The People Committee noted that there has been a significant increase in the number of candidates being recruited. An average of 194 candidates were recruited per month in 2020/21. This grew to 237.9 in 2021/22 and 266.8 in 2022/23. The 2023/24 YTD average is 313.5.

The May 2023 average time-to-fill was 8.7 weeks – this was a decrease of 0.1 weeks compared with April 2023 and the lowest time-to-fill recorded since October 2018 despite the increase in the number of candidates.

52.0% of candidates were recruited in 8 weeks or under in May 2023.

- **Staff Survey**

A Trust wide action plan has been developed showing what the focus for each theme will be for this financial year, along with the actions identified against each theme. Each action is aligned to each of the 9 People Promise themes and the 7 themes of the Trust People Strategy “A Brilliant Place to Work”.

Directorate level 2023/24 action plans are currently being developed. These include five key actions for directorate focus that are designed to support improvement in results at a Trust level. The 5 key actions focus on:

- Health and Wellbeing culture
- Support staff to work flexibly
- Actions to improve team working
- Identify ways to involve staff in decisions
- Ways to help staff feel valued

The action plans were recently submitted to TEG who have requested further work to identify two or three key priorities which will have maximum impact on improving the working lives of our employees and directly impact on our staff survey performance. TEG have also asked to include principles from the recent Board development session with Michael West including compassionate leadership, team goals and team appraisals.

Documents approved were:

- No documents were approved at the meeting.

**Significant issues / concerns escalated including proposals on the next steps to address this**

The People Committee provided support both to Mark Gwilliam and Kirsten Major to continue to lobby nationally for a more concise staff survey that contains no more than 15 questions inclusive of the Keogh questions.

**Implications**

<b>Aim of the STHFT Corporate Strategy</b>		<b>✓ Tick as appropriate</b>
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	✓
4	Spend Public Money Wisely	✓

5	Create a Sustainable Organisation	✓
6	Deliver Excellent Research, Education and Innovation	✓

## Recommendations

The Council of Governors is asked to **NOTE** the update provided and respond to any specific points raised within the report.