

## Board of Directors (in Public)

### Item 6.1.3a

**Subject:** People Committee BAF Key Issues Report  
**Date of Meeting:** 30<sup>th</sup> July 2024  
**Presented by:** Margaret Carney, Chair of People Committee  
**Meeting Held:** 3<sup>rd</sup> June 2024 (E-Meeting)

This report sets out the key assurances, risks and actions from the recent People Committee meeting. Areas for escalation to the Board of Directors are included below as required.

Agenda Item	Lead Exec	Assurance Received	New/ Emerging Risks	Actions/ Comments
5. Dashboard - SOF format/workforce KPIs	JR	Mandatory training has improved to 94.7%.	Focus on sickness absence showing 5.24%.	The Trust are looking at support for bereavement sickness and stress and anxiety is the biggest contributor for sickness absence.
6.1 National workforce update	JR	The NHS will have a £3 billion overspend if plans are not met throughout the system. Workforce costs and headcount have a national focus.	-	Monthly meetings with the ICB Chief People Officer to discuss focused areas.
6.2 Equality and Inclusion Strategy Update inc EDIB steering group	JR	Increased in percentage of ethnic minority staff who have reported bullying and harassment from patients, relatives and the public.	-	Relaunching campaigns - "Be Civil, Be Kind" and "It's Not Okay".
6.3 People Delivery Group – update	JR	Good attendance at meetings. Focus on appraisals with new forms to complete as well as support for both appraisee and appraisers.	-	-

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6.4 Workforce KPI Dashboard	JR	The committee approved the proposed metrics within the SOF.	-	-
6.5 Annual Workforce Plan	JR	Assurance provided on effective workforce planning ensuring appropriate levels of staff are available to deliver safe, high-quality care to patients and service users.	-	A plan has been submitted in line with the Cheshire and Merseyside ICB guidance.
6.6 Quarterly HR and L&D Assurance Report	JR	Fit testing compliance 75%. Mandatory training compliance 94.7%. Oliver McGowan compliance 88%.	Recovery plan to improve the mandatory training for bank staff which reported 61% at the end of April 2024.	-
6.7 Staff Survey Trust Action Plans	JR	Focus on Trust specific initiatives.	-	LHCH scored best in the country for FTSU and featured in National Guardians report.
6.8 Staff Survey Divisional Action Plans	JR	Focus on response rates as well as burn out and exhaustion across all divisions which will be captured as part of the health and wellbeing strategy.	-	The final plans will be circulated by the divisions and all actions will be reviewed regularly.
6.9 Annual Apprenticeship Report inc EDI/ Demographic information	JR	109 apprenticeships recorded within LHCH	-	-
7.1 Board Assurance Framework	JR	Approved.	-	-
7.2 Terms of Reference annual review	MC	Approved.	-	-

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7.3 Business Cycle 24/25	MC	Approved.	-	"Workforce KPIs" needs to be replaced by "SOF".
7.4 Director of Medical Education update including GMC Surgery update and improving working lives of doctors in training	MK	GMC National Training Survey closed in May 2024, 90.2% of trainees and 65.9% of trainers submitting a response. series of actions expected by NHSE with the aim of improving the educational experience and working lives of doctors in training.	-	-
7.5 Undergraduate update	JR	115 student placements at LHCH. LHCH looking into pre-preceptorship programmes as well as placement expansion.	-	-
7.6 People Delivery Group Minutes – 6 <sup>th</sup> February 2024	MC	Noted.	-	-