## People, Leadership and Culture Committee

## 26th January 2023 13:30 – 16:30 (MS Teams)

## Agenda

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|  | **Item** | **Lead** | **Purpose** | **Purpose detail** | **Relating risk(s)** | **Time** |
| 1 | Introductions:Apologies:  | **MS** |  |  |  | **13:30** |
| 2 | Declaration of Interests | **MS** |  |  |  |  |
| 3 | Minutes and Action tracker from PLC meeting 13th October 2022 (papers PLC01(i) & PLC01(ii)/2023) | **MS/CDS** | **Assurance** |  |  |  |
| 4 | PLC Terms of Reference (paper PLC02/2023) | **CDS** | **Approval** | To ensure that the Committee is working to the same aims and is clear about the governance arrangements at Executive and working level that underpin the work of the Committee |  | **13:40** |
| 5 | Chief People Officer’s Strategic update incorporating 1. HR summary Workforce Report

(paper PLC 04(ii)/2023)  | **CDS** | **Assurance** | Flag issues of which PLC needs to be Alerted, Assured or Advised relating to People at a Corporate level with reference to any national or regional or system developments |  | **13:50** |
| 6 | Voice of Consultant *Olga Tsatalou in attendance*(verbal) | **OT** |  | To hear from a member of staff first hand regarding their experiences of working at the Trust |  | **14:00** |
| 7 | Medical Engagement *Angus Mclellan and* *Andrew Molodynski in attendance*(papers PLC03(i) - PLC03(iv)/2023) | **KM** | **Assurance** | To understand the baseline data in relation to medical engagement vs desired and compared to sister Trusts, and the actions that are in train to address this | Workforce planning(BAF 2.1)Retention of Staff (BAF 2.5 / TRR 1146)Staff Wellbeing (TRR 1018) | **14:10** |
| 8 | Workforce Performance Reports*Sigrid Barnes in attendance*2)Whole Trust (SB)3)Mental Health (GM)4)Community (BR)(papers PLC04(i) & PLC04(iii)-(v)/2023)\*1) HR summary covered in item 5 | **CDS/SB** | **Assurance** | For Executive to raise to PLC matters of which it needs to be Alerted, Advised or Assured as regards to People-dependent progress/impediments to the implementation of:1. Trust strategy
2. Directorate strategies
3. The People Promise
 | Workforce planning(BAF 2.1 / TRR 1020) | **14:25** |
| 9 | IQRA update *Matt Edwards in attendance*(paper PLC05/2023) | **ME** | **Assurance** | To provide1. Accurate and quantified identification of factors driving a) temp staffing and b) agency in particular 2. Workstreams on track to deliver aims and objectives | Retention of Staff(BAF 2.5 / TRR 1146)Recruitment(BAF 2.2/TRR 1019) | **14:55** |
|  | **BREAK** | **15:25** |
| 10 | Strategic and Corporate Risks – standing item - *to include split of risk 1063 (Workforce: Training, appraisals and supervision)**Neil Mclaughlin in attendance*(papers PLC06(i)-PLC06(iii)/2023) | **NM** | **Approval** | To approve re-work of Risk 1063 |  | **15:35** |
| 11 | Recruitment deep dive *Tara O’Brien in attendance*(papers PLC07/2023) | **TO** | **Assurance** | To understand the current position in relation to the organisation and performance of our recruitment activity, and how this compares with model hospital data and other sectors | Recruitment (BAF 2.2 / TRR 1019) | **15:45** |
| 12 | HR Policy approval*Alison Cubbins/Goldie Prince in attendance* 1. Attendance and Absence Management
2. Job and Career Planning
3. Performance and Development
4. Retention and Leaver Management
5. Reward and Recognition
6. Trade Union Recognition

(papers PLC08(i)-PLC08(vii)/2023) | **AC/GP** | **Approval** | To approve the set of policies in relation to review of HR Policies that commenced in 2022  | Retention of Staff(BAF 2.5 / TRR 1146)Recruitment(BAF 2.2 / TRR 1019) | **16:15** |
| 13 | Any other business |  |  |  |  | **16:25** |
|  | **For information only:** ER Suspended Staff Report(papers PLC09(i) & PLC09(ii)/2023)  | **JC/ZM** | **Assurance** | To ensure that PLC has sight of numbers of staff currently suspended; and that their wellbeing is being supported | Staff Wellbeing (TRR 1018) |  |