

3As Highlight Report					
Meeting Name: People and Culture Committee (PCC)					
Date: 18 June 2024					
Quorate: Yes					
Policies & expiry date: See assurance below					
Agenda Item:	Reference:	Lead:	Description:	BAF Reference:	Directorate Risk Register Reference:
ALERT:					
Alert to matters that need the Board's attention or action, e.g., an area of non-compliance, safety, or a threat to the Trust's strategy					
No alerts to the Board					
ADVISE:					
Advise the Board of areas subject to on-going monitoring or development or where there is negative assurance					
Workforce, Recruitment and Agency Reduction Plan	Agency Reduction, Recruitment and Retention	DN	<p>We are sustaining the reduction in off framework agency usage due to an increase in on framework agencies.</p> <p>We have significantly increased our Bank workforce, HCA overall demand has reduced due to the amount of substantive recruitment that has taken place, a positive picture.</p> <p>Registered nursing improved off framework usage as transferred some long-serving staff to our Bank giving us an agency spend within plan.</p> <p>Registered nurses recruitment on plan, HCAs is a workforce we can recruit to but do not expect to have zero vacancies due to turnover. We are now released from the NHSE direct support plan which is positive.</p> <p>Productivity re time to recruit is an improving picture.</p>	BAF06 also links to BAF01	
Strategic Workforce Group		DN	Further work required on populating the BAF's with more detail.	BAF06 BAF07	
ASSURE:					
Inform the Board where positive assurance has been received					
Policy Compliance	Policies	SW	All our policies currently in date.	BAF06	

Board Assurance Framework	BAF	PCC	<p>Detailed oversight of the 2 BAFs under the remit of this committee provided.</p> <p>BAF06 - Noted a gap in terms of planned actions, sources of information and evidence, action to be fully populated.</p> <p>BAF07 - Noted going forward to capture the actions, sources of information and evidence on culture.</p>	BAF06 BAF07	
Annual Committee Effectiveness Review 2023/24 Terms of Reference Review 2024/25			<p>The survey questionnaire identified the PCC terms of reference for last year have been fulfilled along with the work programme. There is a proposal to expand the remit of PCC (also supported by the verbal comments received from the Deloitte Well Led review). The revised terms of reference for 2024/25 reflects the full and wider PCC remit.</p> <p>Committee agreed that there are merits to exploring potential opportunity for joint workshops with members from all level 1 committees to discuss relevant cross-cutting topics. Along with the possibility of enhanced staff voice at these sessions. Committee Chairs to discuss.</p> <p>Assurance was sought that the PCC with its expanded role will not replicate work done at SWG. SW and KD to discuss refreshed discussion points to reduce any overlap.</p> <p>The committee approved the proposals made.</p>		
Committee Non-Executive members			<p>Non-Executive members going forward will be Manjit Darby as Chair, Alexander Carpenter and Elizabeth Anderson. People and Culture Committee to continue in its expanded role.</p>		
CELEBRATING OUTSTANDING:					
Share any practice, innovation, or action that the Committee considers to be outstanding					
			No items.		