

**REPORT TO THE TRUST BOARD: PUBLIC**  
**21 May 2020**

<b>Title</b>	Appointments & Remuneration Committee 22 April and 27 February 2020 – Committee Chair’s Report
<b>Committee Chair</b>	Ken Batty, Non-Executive Director and Committee Chair
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**Purpose of the report**

To bring to the Board’s attention key issues and assurances discussed at the Appointments & Remuneration Committee meetings held on 22 April and 27 February 2020.

**Issues to be brought to Board’s attention**

**22 April 2020**

The Committee noted that all non-essential people and culture work has been stepped down so that the focus is on COVID-19 related requirements. At this meeting the Committee received updates on and considered the People Plan, Board Assurance Framework (BAF), Executive Director pay review, and Compass Directors update. The Committee wished to draw the Board’s attention to its discussions on the following

• **People plan**

- A staffing workstream has been set up as part of the incident management structure and is comprised of People Business Partners, clinical leads for each staff group and education
- This workstream is made up of a further five workstreams covering staff, education, wellbeing, recovery and support, and reporting and testing
- To facilitate demand, all recruitment processes have been reviewed and streamlined, e.g. using technology for remote pre-employment checks
- There continues to be a focus on ‘business as usual’ activities, e.g. new payroll provider services were implemented with effect from 1 April 2020 with no issues
- Latest GMC guidance has confirmed deferral of revalidation for any doctors (excluding doctors in training) who are due to revalidate before the end of September 2020

• **BAF**

- The BAF was updated to take account of the impact of COVID-19 and the Trust’s response
- The Committee agreed changes to the wordings for risks 5 (to focus on recruitment, retention and wellbeing) and 6 (to focus on staff experience and inequalities)
- The Committee agreed the increase in the current risk score for risk 6 to High 16 from Moderate 9.

**27 February 2020**

At its meetings on 27 February the Committee considered a range of items including staff survey update, WRES, recruitment and temporary staffing, VSM pay award 2019/20, and Board Assurance Framework (BAF). The Committee wished to draw the Board’s attention to:

• **WRES**

- ELFT has been named as one of the top ten performing Trusts in relation to diversity with more than three BME Board members
- Discussed the decline in the percentage of BME staff experiencing harassment, bullying or abuse from patients, relatives or the public in the last 12 months (points 5 and 6)
- Asked that consideration be given as to how the ELFT promise can help to engender a culture to stop/minimise bullying and harassment and what further actions should be taken

- **Staff Survey Results 2019**

- Action plans are being developed and being taken forward by focus groups
- Highlighted the importance of triangulating the results of the staff survey with WRES and other data to ensure actions have the right focus and to provide greater assurance
- Considered how the Trust can further support BME staff with career progression as well as the processes for appointments
- Commented on the good scores for some community services which demonstrated the quality of leadership and requested that leaders/managers are acknowledged where directorates' scores are above the midpoint for the Trust
- There will be a continued focus on organisational development, improvement and leadership.

- **Recruitment and Temporary Resources**

- The committee commented on the comprehensive report which provided a good level of information and assurance
- The committee requested that in future consideration is also given to including a population health focus in the report, e.g. how the Trust is working with schools on the range of careers which the Trust can offer, link with procurement and the employment of local people.

- **BAF**

- There is overall good progress made with actions being taken to mitigate risks in relation to the Trust's strategic objective *improved staff experience*
- There are some areas where progress could improve such as WRES and staff survey but acknowledged that behavioural and cultural change takes longer to embed.