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| Board Meeting: | 23 September 2021 |  |
| Subject: | Staff Governance Person Centred Committee update |
| Recommendation: | Board Members are asked to:  |  |  | | --- | --- | | Discuss and Note | X | | Discuss and Approve |  | | Note for Information only |  | | |

## 1 Background

The Staff Governance Person Centred (SGPC) Committee was held on 7 September 2021, the following key points were noted at the meeting.

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| **Item** | **Details** |
| **Person Centred** | * Committee noted the Annual Feedback and Quarter 1 Report. Reduction of complaint process timescales to ensure information/comments are sought before executive sign-off. * Report to include an Appendix outlining Stage 1 and Stage 2 complaints process to aid understanding of the process. |
| **Well Informed** | * Committee received an update from the Communications Team who confirmed 155 nominations had been received for staff awards. * Committee discussed the findings of the Integrated Performance Report, particularly in relation to staff absences/turnover and collated data. A discussion was held around identifying ways to attract, develop and retain staff, e.g., Turas and Appraisals, to ensure staff have opportunities to meet their individual needs whilst clinical services remain operational. |
| **Well Trained** | * Committee commended the Clinical Education Annual Report, particularly the achievements of the team in, delivery of education and training in a demanding period * Committee noted the volunteering update and paid special thanks to Liz Rogers, Tosh Lynch and Maureen Franks for their involvement and transition into their new posts. |
| **Involved in Decisions** | * Committee received a policy update confirming Stress in Workplace and Menopause Policies 2021 were approved prior to the meeting. * Callum Blackburn attended Partnership Forum meeting and gave an outline of his roles/responsibilities as a Whistle-blower Champion. |
| **Fair and Consistent** | * Committee received a Job Evaluation Report and insight about the job evaluation progress and actions to increase number of job matchers and improve quality of job description quality. * Committee formally approved the Staff Governance Submission and noted the wide range of work in progress across the staff governance standards |
| **Safe Working Environment** | * Committee received the Occupational Health Report and noted the planning for the winter Covid/Flu Vaccination Programmes was underway. * Committee were provided with the Health and Wellbeing Update and commended the progress and rollout of the Mental Health First Aid Training |

The next meeting is scheduled for 9 November 2021.

## 2 Recommendation

Board Members are asked to note the SGPC Committee Update.

**Marcella Boyle, Chair – Staff Governance Person Centred Committee**

**Gareth Adkins, Director of Quality, Innovation & People**