

Staff Governance Committee Assurance Report to Grampian NHS Board

Purpose of Report

This report summarises the key matters considered by the Committee under the revised governance arrangements approved by the Board. In line with these arrangements, the business of the Committee has been focused on aspects of staff governance relevant to the Board's response during the period of the COVID-19 mobilisation plan.

This report covers the Committee meeting held on Tuesday 16 March 2021.

Recommendation

The Board is asked to note the following key points and assurances from the Committee:

The agenda comprised of two workstreams with the Senior Responsible Officer's for each presenting information supplemented by attending to answer Committee questions. In addition there was a preliminary discussion on the Workforce Management Information priorities for the Staff Governance Committee.

Health, Safety and Wellbeing Programme - The Committee received a presentation on workforce wellbeing referrals and absences. This included the number of monthly referrals to OHS and the Wellbeing and Counselling service; and monthly staff self referrals to Grampian Psychological Resilience Hub. Peaks of demand for both services mirrored the pandemic waves. Trend information was presented on absences due to Covid-19, special leave, sick leave and annual leave. The showed a decrease in the number of NHS staff reporting absent due to Covid-19 after the first wave, starting to rise again in Autumn 2020. The sickness absence percentage had been stable, below the NHS Scotland average. Annual leave usage had significantly increased in summer 2020, ending the leave year with an increase during the last quarter of 2020/21.

The Committee was informed that Gold command had signed off the objectives of the three main cells of Staff Resilience, Remote Working and My Healthy Life Cell. The Cells were gathering information and resources, supported by the Corporate Communications Team, for the launch of the We Care website, planned for early April 2021.

The Committee commended the proposed approach of a pulse survey with a focus on staff, giving more dynamic feedback than currently obtained from iMatter.

The long term nature of the work had been described in the Remobilisation Plan, with insights gained over the last twelve months captured through the Health, Safety and Wellbeing Expert Group and in the work of the Cells. The Committee was informed that communication on the improvements made would take place through GAPF and the Daily Brief, as each Cell had a responsibility to measure the impact of their deliverables.

Mobilisation and deployment of staff - The Committee was briefed on the workforce prioritisation and deployment arrangements.

The Committee was informed that establishing the capacity within services that could be deployed was an important starting point. Information was received using a categorisation

of risk to the service, of the number of staff that could be released. The Committee was briefed that a considered and compassionate approach was taken with each individual to be deployed, establishing the personal set of circumstances for that individual and their skills. Thereafter individuals were matched with demand i.e. a vaccinator role or another role. For the staff who did not meet demand requirements, this was communicated and explained that their details would be kept and if an appropriate role arose, the Deployment Cell would be in contact with them.

The Committee commended a flashcard which gave deployment considerations for the individual deployed; when you have a deployee in your team; substantive manager; and receiving manager. This had been devised from the feedback and learning from the first wave of the pandemic, through a survey undertaken by the Daily Brief. The Deployment Cell model will be evaluated to establish learning to influence how NHS Grampian utilises staff.

Workforce Management Information priorities for the Staff Governance Committee – the Committee had a preliminary discussion committing to a further discussion at the April 2021 meeting.

The Committee received a presentation to aid discussion. This included the need to determine the insights the Committee wished to gain and the most appropriate frame of reference for assurance purposes.

The Committee was informed that the Professional Directors and the Director of People and Culture were developing an overarching professional framework, which would include transparency of data, assisting with the journey of understanding culture through triangulation of available data such as student feedback, performance and complaints. A process would be developed to report through a governance committee to the Board.

Implementation of the national Whistleblowing Standards -

Mr Donald, Whistleblowing Champion briefed the Committee on the implementation progress of the national Standards effective from 1 April 2021. The work to implement the Standards could not be underestimated and this had been taken forward in NHS Grampian by a steering group and a working group. Implementation would be split between the soft launch period up to 31 March 2021 and then the period through spring and summer 2021.

Mr Donald briefed the Committee that he was not assured that the arrangements would be fully in place in the H&SCPs by 1 April 2021. The complexity of joint teams comprising of NHS and local authority staff was noted. H&SCPs had yet to decide if the extended agreement would be adopted, which would mean that the same approach i.e. the Standards would be used in handling concerns raised about local authority services.

Matters referred to other Board Committees

There were no matters referred to any other Board Committee.

Joyce Duncan
Chair, Staff Governance Committee

Attachments:

Appendix 1 – Agenda of Staff Governance Committee meeting of 16 March 2021.

NHS GRAMPIAN

A Meeting of the Special COVID-19 Staff Governance Committee will be held
on Tuesday 16 March 2021 at 9am to 10am
via Microsoft Teams

AGENDA

Approx Timing	No.	Item	Lead	Ref
9.00	9/21	Apologies	Diane Annand	#
	10/21	Minute of the last meeting – 15 January 2021	Joyce Duncan	*
	11/21	Action Log	Joyce Duncan	*
9.05	12/21	Health, Safety and Wellbeing Programme update	Cheryl Rodriguez	*
9.20	13/21	Mobilisation and deployment of staff update	Gerry Lawrie	*
9.35	14/21	Agreeing Workforce Management Information priorities for the Staff Governance Committee	Tom Power	#
9.55	15/21	AOCB	Joyce Duncan	#
10.00	16/21	Date of next scheduled meeting – 1pm on Thursday 22 April 2021 by Microsoft Teams	Joyce Duncan	#

Tom Power
Director of People and Culture
March 2021

* Paper attached
Oral/Verbal
~ To follow
> to be tabled