

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 Friday 15 January 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.

Health, Safety and Wellbeing Programme - The Committee was informed that a Health, Safety and Wellbeing Expert Group, a subgroup of the Occupational Health, Wellbeing and Safety Committee, had been established. Four areas of greatest risk had been agreed with the System Leadership Team in November: Staff resilience; Welfare Support; Remote and Home Working; and enhancing Breaks and rest areas.

Including the four areas, and two other established cells, six programme workstreams had been established (breaks and rest areas; psychosocial; PPE; staff resilience; remote working and My Healthy Life) with work underway in order to scope, define and progress work. For each, work had been identified, acknowledging that a system response was needed, with aims and objectives being subject to sign off by the Director of People & Culture to ensure clear executive level sponsorship and direction.

The underpinning approach is person centred, flexible and in partnership. At an individual, team and organisation level there is an intention to balance a reactive provision (treating issues and responding to identified concerns) with a proactive provision (promoting prevention and self-management) that is consistent with the aims of the Clinical Strategy. Reciprocal rights and responsibilities had been outlined reflecting core principles of the Staff Governance Standard.

The Committee was assured by and supported the activities occurring in the current difficult situation.

The Committee received trend information on absences. This included absences due to Covid-19, special leave, sick leave and annual leave. These showed some increase in absences since Christmas, but not to the same level as the peak of the first wave.

The Committee was informed of the creation of a Wellbeing Hub for Acute Sector staff at the Maggie's Centre on the Foresterhill site and the process used by OHS to undertake a full assessment to determine employee requirements.

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

In order to concentrate the whole organisation effort on the most pressing issues in the coming months, temporary staff deployment was identified as one of three drivers of maximising workforce capacity. The other two drivers were high volume resourcing arrangements that enable prioritisation of key programmes and provide additional support to minimise service impact of recruitment and on-boarding; and accurate and timely workforce information, analysis and insights that support real time resourcing and deployment decision making and service planning.

The Committee learnt of the work underway at sector and programme level to identify capacity and articulate requirements when demand could not be met from within the sector. The Workforce Deployment Cell would facilitate matches between demand and supply but where this was not possible it would be escalated to the Workforce Prioritisation Group, Silver and Gold as appropriate.

The Committee acknowledged that it was a challenging situation to manage and achieve the desired outcome positively. It was noted that an explicit link is being made between the work of the Deployment Hub and the support for staff health and wellbeing programme.

Pausing of Staff Governance activities - The Committee formally recorded pausing the activities of revamping the constitution; development of a programme of Sector attendance for the purposes of Staff Governance Standard monitoring; and the discussion regarding what workforce data would be of relevance to the Committee planned for the March 2021 meeting will be dependent on the urgency of other agenda items.

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 15 January 2021.

NHS GRAMPIAN

**A Meeting of the Special COVID-19 Staff Governance Committee will be held
on Friday 15 January 2021 at 10am to 11am
via Microsoft Teams**

AGENDA

Approx Timing	No.	Item	Lead	Ref
10.00	1/21	Apologies	Diane Annand	#
	2/21	Minute of the last meeting – 11 December 2020	Joyce Duncan	*
	3/21	Action Log – 11 December 2020	Joyce Duncan	*
10.05	4/21	Health, Safety and Wellbeing Programme	Tom Power	*
10.20	5/21	Mobilisation and deployment of staff	Tom Power	*
10.35	6/21	Paused Staff Governance activities to next financial year	Joyce Duncan	#
10.50	7/21	AOCB	Joyce Duncan	#
11.00	8/21	Date of next scheduled meeting – 10.30am on Wednesday 3 March 2021 by Microsoft Teams	Joyce Duncan	#

Tom Power
Director of People and Culture
January 2021

* Paper attached

Oral/Verbal

~ To follow

> to be tabled