

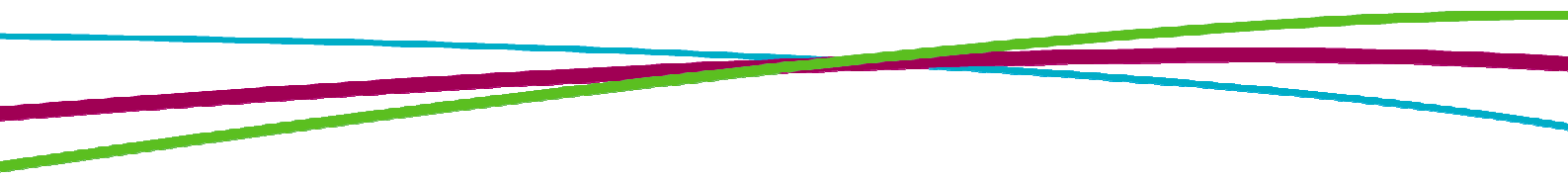
**BOARD OF DIRECTORS' MEETING**  
**8<sup>th</sup> February 2017**

**ITEM No.**  
**11iiiA**

<b>TITLE OF PAPER</b>	Workforce and OD Committee – Summary Report to the Board of Directors in respect of Significant Issues
<b>TO BE PRESENTED BY</b>	Sue Rogers, Chair – Workforce and OD Committee Non-Executive Director
<b>ACTION REQUIRED</b>	For assurance

<b>OUTCOME</b>	To report items of significance discussed at the Workforce and OD Committee meeting held on: <b><u>31<sup>st</sup> January 2017</u></b>
<b>TIMETABLE FOR DECISION</b>	None required.
<b>LINKS TO OTHER KEY REPORTS/DECISIONS</b>	Minutes of the Committee
<b>LINKS TO THE NHS CONSTITUTION &amp; OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES ETC</b>	<ul style="list-style-type: none"> <li>• Trust Board Assurance Framework</li> <li>• NHS Audit Framework</li> </ul> <p>HSE <input checked="" type="checkbox"/>    MH Act <input type="checkbox"/>    Equality <input type="checkbox"/>    BME <input type="checkbox"/>    Disability Legislation <input type="checkbox"/></p> <p>NHS Constitution: Staff Rights <input type="checkbox"/> Patients' Rights <input type="checkbox"/> Public's Rights <input type="checkbox"/> Principles <input type="checkbox"/> Values <input type="checkbox"/></p>
<b>IMPLICATIONS FOR SERVICE DELIVERY &amp; FINANCIAL IMPACT</b>	Timely reporting to the Board of Directors
<b>CONSIDERATION OF LEGAL ISSUES</b>	None required.

<b>Author of Report</b>	Sue Rogers
<b>Designation</b>	Chair – Workforce and OD Committee (Non-Executive Director)
<b>Date of Report</b>	31 <sup>st</sup> January 2017



## 1. Purpose

To report in a timely manner, items of particular significance discussed at the Workforce and OD Committee meeting held on 31<sup>st</sup> January 2017.

## 2. Significant Issues of Interest to the Board

Board members will receive the minutes of the Workforce and OD Committee meeting held on 31<sup>st</sup> January 2017 in due course, however, the Chair of the Committee by means of this report wishes to notify Board Members of the following significant issues.

- Improving Attendance Report to be discussed at February Board (attached).
- In the Workforce Performance Report it was noted that 142 staff had not received their incremental pay progression because they had not satisfied the criteria. This issue is to be explored further.
- In the eRostering Update the Committee discussed the next stages with regards to the new system and welcomed the developments around Bank.
- Committee welcomed the Health and Wellbeing update particularly the Wellness Intervention Sessions.
- The Carers Strategy highlighted work achieved and further developments.

## 3. Key Risks Discussed

- Sheffield's low comparative score in Carer contact was noted.
- The Board Assurance Framework was challenged regarding some of the detail of information it did not provide and this will be updated.
- Audit reports related to Workforce should in future be included on the WODC agenda.
- The Workforce Race Equality Standard Update highlighted some progress but there were areas still of concern.

## 4. Key Actions Agreed

- The Apprenticeship Levy information will return to WODC in April after it has been to Business Planning Group.

## 5. Contact Details

For further information, please contact:

Sue Rogers, Chair – Workforce and OD Committee (Non-Executive Director)  
[sue.rogers2@shsc.nhs.uk](mailto:sue.rogers2@shsc.nhs.uk)

*Attached:*

- (11iiiB) Approved minutes of the Committee dated **2<sup>nd</sup> November 2016**.
- (11iiiC) Improving Attendance Report from the Attendance Case Manager (report from WODC 31-01-17).