

**SUMMARY REPORT OF GOVERNANCE COMMITTEE MEETING**

<b>Name of Committee</b>	<b>Staff Governance Committee</b>
<b>Date of Meeting</b>	<b>4<sup>th</sup> March 2025</b>
<b>Committee Chair</b>	<b>Ann Clark</b>

**KEY POINTS FROM DISCUSSION AND ESCALATION**

**ALERT**

**Appraisals and PDP Improvement Plan** – report received detailing progress against improvement plan. Original targets for completion of all directors direct reports and their direct reports by Dec 24 not achieved. However greater understanding of potential barriers to improvement including: focus on management structure with it being noted that some managers are responsible for high numbers of staff making completion challenging. Motivation - some staff have limited ambitions for formal development/learning and are content to complete their duties. Continued development of managers required to engage staff in the value of the process and address the challenges.

Staff Governance Monitoring Report – update received on continued work with Staffside to improve Partnership working

**ASSURE**

**Assurances** taken on:

- People and Culture Portfolio Board
- Workforce Policies
- Equality, Diversity and Inclusion Gender Pay Gap
- Equality Outcomes
- Communications and Engagement Strategy
- IPQR – Adult Social Care Metrics
- Whistleblowing Q3 report
- Health and Care Staffing Act Annual Report
- Confidential Contacts Option Appraisal

**ADVISE**

- Equalities, Diversity and Inclusion Strategy – the committee approved the strategy – on Board agenda
- Employability Strategy-approved – on Board agenda
- Confidential Contacts – preferred option to establish an in-house funded confidential contacts service which will be progressed
- Communications and Engagement Strategy –progress report received. New approach to staff engagement piloted to understand lowest scoring questions in imatter. Action plan agreed addressing feedback. .

- Committee workplan for 2025/26 was agreed by committee.
- Staff Governance Committee Self-Assessment Report was agreed by committee.

#### RISKS

- Statutory and mandatory training risk level reduced although remains high; actions taken to address the higher level risks.

#### ACTIONS

- **Appraisal and PDP Improvement plan** – update will come to next meeting giving further details around the Short Life Working Group to be set up.

#### LEARNING