

Board of Directors

Date:	26 September 2018	Attachment Number:	K																
Title of Report:	Freedom to Speak up: Board Self- Assessment Review and Action Plan																		
Purpose of the report and the key issues for consideration/decision:	<p>At the July Board of Directors meeting, the Board received the NHSI self-assessment review tool and guidance and was asked to use it in preparation for a workshop to be held in August. The Director of HR and Workforce facilitated a workshop in August to review the Trust's approach to creating a Freedom to Speak up culture and to agree actions. The agreed actions were collated and shared with Board Members for comment.</p> <p>Attached is the action plan that represents the outcomes from this work.</p> <p>The Board of Directors is asked to approve the action plan.</p>																		
Prepared by:	Nick Parker, Associate Director of HR and Workforce																		
Presented by:	Nick Parker, Associate Director of HR and Workforce																		
Strategic Objective(s) supported by this paper:	<table border="1"> <tr> <td>Financial Sustainability</td> <td></td> <td>Empower & Engage Staff</td> <td>x</td> </tr> <tr> <td>Quality of Care</td> <td>x</td> <td></td> <td></td> </tr> </table>			Financial Sustainability		Empower & Engage Staff	x	Quality of Care	x										
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Quality of Care	x																		
Is this on the Trust's risk register:	<table border="1"> <tr> <td>No</td> <td>x</td> <td>Yes</td> <td></td> <td>If Yes, Score</td> <td></td> </tr> </table>			No	x	Yes		If Yes, Score											
No	x	Yes		If Yes, Score															
Which CQC Standards apply to this report:	Well Led																		
Have all implications related to this report been considered: (please X)	<table border="1"> <tr> <td>Finance Revenue & Capital</td> <td>x</td> <td>Equality & Diversity</td> <td>x</td> </tr> <tr> <td>National Policy/Legislation</td> <td>x</td> <td>Patient Experience</td> <td>x</td> </tr> <tr> <td>Human Resources</td> <td>x</td> <td>Terms of Authorisation</td> <td>N/A</td> </tr> <tr> <td>Governance & Risk Management (BAF)</td> <td>x</td> <td>Other:</td> <td></td> </tr> </table>			Finance Revenue & Capital	x	Equality & Diversity	x	National Policy/Legislation	x	Patient Experience	x	Human Resources	x	Terms of Authorisation	N/A	Governance & Risk Management (BAF)	x	Other:	
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Action Required: (please X)	<table border="1"> <tr> <td>Approve</td> <td>x</td> <td>Discuss</td> <td>x</td> <td>Receive for information</td> <td>x</td> <td>Decision</td> <td></td> </tr> </table>			Approve	x	Discuss	x	Receive for information	x	Decision									
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Previously Considered By:	<table border="1"> <tr> <td>N/A</td> <td>Date:</td> <td></td> </tr> </table>			N/A	Date:														
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Recommendations:	To receive, discuss and approve the attached Freedom to Speak up Self-Assessment Review Action Plan.																		

Freedom to Speak Up – Self Assessment Review Action Plan

FTSU Leadership Behaviour	Action Required	Responsible Board Director	Planned completion date	Board assurance action complete
Leaders are knowledgeable about FTSU Leaders are focused on learning and continual improvement	To improve mechanisms for sharing of learning at Board and in the wider organisation by incorporating learning into Board FTSU reports and cascading learning through Trust communication channels.	Director of HR and Workforce	End of October 2018 and then ongoing	Board FTSU reports
Leaders have a structured approach to FTSU	Refresh vision and strategy and develop an explicit Board level statement re vision and strategy for communication to all employees	Director of HR and Workforce. Board of Directors	End of October 2018	Sept Board FTSU report and approval of statement
Leaders actively shape the speaking up culture	Board to complete FTSU self- assessment review to identify gaps and actions	Chair	End of August 2018	Board sign off of workshop outputs
Leaders are clear about their roles and responsibilities	Appoint a named NED for FTSU	Chair	End of July 2018	Board minutes
	Develop succession planning arrangements for the FTSU Guardian role and named NED	Director of HR and Workforce; CEO and Chair	April 2019	Board Minutes
Leaders receive assurance in a variety of forms	Consider appointing culturally and ethnically diverse FTSU ambassadors and develop closer links with external organisations representing more vulnerable groups	CEO, Director of HR and named NED	End of December 2018	FTSU Board report

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	Refresh the content of the Board FTSU report to ensure data re FTSU is triangulated with other people data and learning is highlighted from issues or cases	Director of HR and Workforce	October 2018 Board report and ongoing	FTSU Board Reports
	Develop mechanisms for auditing and evaluating the Trust's approach to FTSU	Director of HR and Workforce	End March 2019	FTSU Report to Board
	Develop an approach to quality assuring a sample of cases raised through the FTSU Guardian to feed into the evaluation approach	Director of HR and Workforce	End of March 2019	FTSU Board Report
	Provide further development to senior and middle managers on how create a FTSU culture, operationalise learning from concerns raised; and how to manage performance and conduct issues in the context of raising concerns.	Director of HR and Workforce	January 2018	FTSU report to Board. Right Care Portfolio