

**REPORT TO THE TRUST BOARD: PUBLIC**  
**20 May 2021**

<b>Title</b>	Appointments & Remuneration Committee 22 April 2021 – Committee Chair’s Report
<b>Committee Chair</b>	Ken Batty, Senior Independent Director and Committee Chair
<b>Author</b>	Cathy Lilley, Director of Corporate Governance

**Purpose of the report**

To bring to the Board’s attention key issues and assurances discussed at the Appointments & Remuneration Committee meeting held 22 April 2021.

**Issues to be brought to Board’s attention**

At its meeting on 22 April 2021, the Committee received updates on the Chief Executive (CEO) recruitment, Executive Team updates, Board Assurance Framework (BAF), People Plan and the process for completion of the remuneration report for the Trust’s Annual Report 2020/21 as well as discussing a range of emerging risks and issues.

The Committee wished to draw the Board attention to its discussions on the following:

- **CEO Recruitment:** The report detailed the recruitment process undertaken to appoint the new CEO of the Trust and confirmed that the Council of Governors unanimously approved the preferred candidate at its meeting on 11 March 2021. The Committee agreed that an open, transparent and rigorous process had been followed.
- **Executive Team Updates:** The Committee approved the extension of the Interim Chief Operating Officer’s (COO) term, noted the intention to create two Deputy Chief Executive Officer roles, and noted the progress with the recruitment to the COO and Director of Estates, Facilities and Capital roles. The Committee requested that Director succession planning be included on the forward plan.
- **BAF\*:** The Committee discussed the range of actions being taken to mitigate the risks, and agreed there are no changes to the risks scores and that appropriate controls are in place and operating effectively. Discussions included the challenges and actions being taken with regards to recruiting to particular staff groups, and the approach to flexible working.
- **People Plan\*:** The Committee discussed the range of people and culture activities, in particular noting:
  - Covid-19: Staff are continuing to be supported in terms of swab and lateral flow testing, vaccination, parking, vitamin D supplements, staff accommodation, childcare support and risk assessments
  - Mass vaccination centre: The Trust is the lead employer for NEL mass vaccination centre sites. Good progress is being made with positive feedback from the deep dive t commissioned by NHS England re pace and efficiency within which ELFT mobilised
  - Organisational development (OD): Activities and demand are increasing
  - Employee relations (ER): Activity remains high
  - Statutory and mandatory training: Remains at 83% compliance
  - Staff survey: Results are being triangulated with the work on bullying and harassment, themes and data from other activities such as disciplinary case reviews, place, etc and through soft intelligence. The Committee requested a report focussing on vaccinations (both Covid and flu) be presented at a future meeting as part of winter planning.

*\*The BAF and People Plan will be covered in detail as agenda items on the Trust Board meeting in public on 20 May 2021.*