



**AGENDA ITEM**

4.7

**CTM BOARD**

**EMPLOYEE RELATIONS UPDATE**

<b>Date of meeting</b>	30 January 2020
<b>FOI Status</b>	Open/Public
<b>If closed please indicate reason</b>	Not Applicable - Public Report
<b>Prepared by</b>	Hywel Daniel, Deputy Director of Workforce and Organisational Development and Sara Mason, Head of Workforce and Organisational Development
<b>Presented by</b>	Executive Director of Workforce & Organisational Development
<b>Approving Executive Sponsor</b>	Executive Director of Workforce & Organisational Development
<b>Report purpose</b>	FOR NOTING

**Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)**

<b>Committee/Group/Individuals</b>	<b>Date</b>	<b>Outcome</b>
(Insert Name)	(DD/MM/YYYY)	Choose an item.

**ACRONYMS**

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## **1. SITUATION/BACKGROUND**

- 1.1 The purpose of this report is to provide the Board with a regular update on the Health Board's ongoing employee relations caseload and trends.

## **2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)**

- 2.1 This report provides a formal update in respect of ongoing employee relations cases within the organisation. The figures quoted are based on information available on the 10 January 2020.

## **3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE**

- 3.1 There are currently 53 formal employee relations cases ongoing in the Health Board. The total number has increased from 49 since the previous reporting period (November 2019) and significant work continues to take place to close cases where appropriate. This total includes Counter Fraud and Police investigations. Although investigations have decreased, there has been an increase in disciplinary hearings arranged and grievances received.

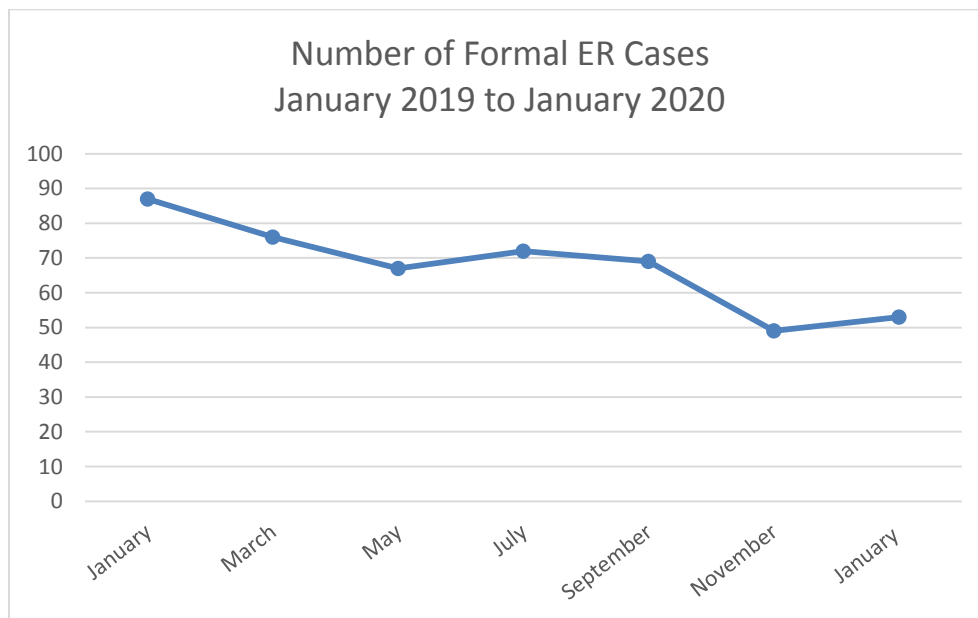
- 3.2 The 53 ongoing cases includes the following;
- 21 formal ongoing disciplinary investigations
  - 8 disciplinary hearings
  - 12 formal grievances
  - 5 Police investigations

- 3.3 The number of formal ongoing disciplinary investigations has reduced to 21 cases since the last reported position (November 2019), within this figure there have been a number of existing cases closed or moved to the next stage in the process. A number of cases have now been concluded across all areas and the time taken to conclude investigations has improved. There are no particular patterns in the types of cases and all cases are being reviewed by the Heads of Workforce and OD and Deputy Director of Workforce and OD.

- 3.4 The actions taken since over the past 12 months have made a significant impact on the caseload. This has been facilitated through a combination of converting cases, where appropriate, into fast-track processes, along with expediting the conclusion of cases nearing conclusion, in partnership with trade union colleagues.



- 3.5 In the last 6 months, 32 formal ER cases have been fast-tracked, compared to 30 reported in November 2019. This course of action remains a consideration before a formal investigation is commissioned. It is anticipated that the usage of the fast-track procedure will continue to increase where appropriate.
- 3.6 In addition a piece of work has been completed, in partnership and working with professional leads, to revise the Initial Assessment, Fast-Track, and Suspension processes, as part of the formal disciplinary process, to ensure appropriate opportunities for learning from clinical incidents are maximised, opportunities to handle cases via fast-track processes are taken and that we are treating people fairly and with compassion when considering suspension.
- 3.7 This graph shows the reduction in the number of formal ER cases reported since January 2019.



- 3.8 Workforce & OD continue to support the Upholding Professional Standards Investigations, however the caseload has reduced to 4 cases from 5 reported in November 2019.



3.9 HR Business Partners will be delivering training in partnership with the Safeguarding team to promote awareness to staff in relation to Raising Professional Concerns and Standards of Behaviour. This will be targeted training to those areas with high clinical incidents and high employee relations cases. The training programme commences early February 2020 and will be rolled out across the organisation.

<b>Quality/Safety/Patient Experience implications</b>	There are no specific quality and safety implications related to the activity outlined in this report.
<b>Related Health and Care standard(s)</b>	Staff and Resources If more than one Healthcare Standard applies please list below:
<b>Equality impact assessment completed</b>	Not required
<b>Legal implications / impact</b>	There are no specific legal implications related to the activity outlined in this report.
<b>Resource (Capital/Revenue £/Workforce) implications / Impact</b>	There is no direct impact on resources as a result of the activity outlined in this report.
<b>Link to Main Strategic Objective</b>	To provide strong governance and assurance
<b>Link to Main WBFG Act Objective</b>	Commitment to corporate social responsibility and improving health & social equity, work with our staff, partners and communities to build strong local relationships and solid foundations of the past

#### 4. RECOMMENDATION

Members of the Board are asked to: **DISCUSS** and **NOTE** the contents of the report.