

Integrated Care Board

Date of meeting	22 May 2025			
Title of paper	People and Culture Committee: Escalation and Assurance Report			
Presented by	Jane O'Brien, ICB People and Culture Committee Chair			
Author	Board Secretary and Committee Officers			
Agenda item	9			
Confidential	No			
Executive summary				
<p>This report highlights key matters, issues, and risks discussed at the ICB People and Culture Committee meeting, held on 16 April 2025, to alert, advise and assure the Board.</p> <p>The summary report highlights issues, items referred or escalated to other committees or to the Board.</p> <p>Minutes approved by the committee to date are presented to the Board to provide assurance that they have met in accordance with their terms of reference and to advise the Board of business transacted at their meetings. Noting that the approved minutes attached are from the ICB People Committee held on 29 January 2025.</p>				
Recommendations				
<p>The Board is asked to:</p> <ul style="list-style-type: none"> Note the Alert, Advise and Assure People and Culture Committee report and approve any recommendations as listed Note the items referred from another committee to the People and Culture Committee over the reporting period. Note the ratified minutes of the former ICB People committee meeting held on 29 January 2025. 				
Which Strategic Objective/s does the report relate to:			Tick	
SO1	Improve quality, including safety, clinical outcomes, and patient experience		✓	
SO2	To equalise opportunities and clinical outcomes across the area		✓	
SO3	Make working in Lancashire and South Cumbria an attractive and desirable option for existing and potential employees		✓	
SO4	Meet financial targets and deliver improved productivity		✓	
SO5	Meet national and locally determined performance standards and targets		✓	
SO6	To develop and implement ambitious, deliverable strategies		✓	
Implications				
	Yes	No	N/A	Comments
Associated risks		✓		
Are associated risks detailed on the ICB Risk Register?			✓	
Financial Implications			✓	
Where paper has been discussed (list other committees/forums that have discussed this paper)				
Meeting	Date		Outcomes	
People and Culture Committee meeting	16 April 2025		To provide the Board of committee business during this period.	
Conflicts of interest associated with this report				
Not applicable.				

Impact assessments				
	Yes	No	N/A	Comments
Quality impact assessment completed			✓	
Equality impact assessment completed			✓	
Data privacy impact assessment completed			✓	

Report authorised by:	ICB Committee Chair
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Integrated Care Board – 22 May 2025

People and Culture Committee: Escalation and Assurance Report

1. Introduction

- 1.1 This report highlights key matters, issues, and risks discussed at the ICB People Committee meetings held since the last report to the Board on 19 March 2025, to alert, advise and assure the Board.
- 1.2 The summary report also highlights any issues, items referred or escalated to other committees or to the Board.
- 1.2 Minutes approved by the committee to date are presented to the Board to provide assurance that they have met in accordance with their terms of reference and to advise the Board of business transacted at meetings.

2. People and Culture Committee Report and Approved Minutes

Date: 16 April 2025		Chair: Jane O'Brien
Key Items Discussed		
Item	Issue	Action
Alert		
-	-	-
Advise		
ICB Culture, Values and Behaviours Framework and toolkit	The framework and toolkit had been launched, setting out how we collectively create the culture to achieve the ICB's vision and purpose.	ICB Board to note.
Volunteering for Health Programme	The committee received a presentation from Spring North, a 3-year programme offering tailored support and aiming to develop a volunteering infrastructure across Lancashire and South Cumbria. It will do this through building the capacity and capability of organisations and local health and care systems. The plan is approved, with 2 years to implement. It was hoped that the plan would encourage more health and care volunteers in the community.	Further discussions/actions would be progressed through workforce system group.
Risk	The committee recognised the impact of overall workforce reduction in some of the providers and in particular opportunities for nursing placements. Some providers were struggling with the	To be monitored through the Strategic Education Group.

	direction to appoint people to apprenticeships.	
Operational Workforce Plan 2024/25	At month 11, the total workforce, bank and agency were above the planned position and agency usage was below.	Month 12 data would be presented to the committee at its next meeting.
ICB People and Culture Committee Terms of Reference	The role of Nominated Provider Non-Executive has been removed from the Terms of Reference, reducing the quoracy requirements to 3 members.	ICB Board to note.
Assure		
Staff Survey Providers and Pulse Survey	The committee were assured that actions being seen from the surveys were being addressed.	ICB Board to note.
Operational Plan 2025/26	Workforce operational plans were considered by the committee and these had been submitted to NHS England.	ICB Board to note.
Committee Business Plan 2025/26	The committee considered and approved its business plan for 2025/26, in line with the committee terms of reference.	ICB Board to note.
ICB People Plan	The committee considered and approved the 12-month People Plan for 2025/26. The plan will support workforce needs.	ICB Board to note.
Statutory Mandatory Training	<p>Following actions taken to improve the compliance and underpinning processes associated, the committee were assured that positive improvements were seen in this area. The Memorandum of Understanding for mandatory training has been signed by all Lancashire and South Cumbria trusts to facilitate the movement of staff between NHS organisations.</p> <p>In compliance with a recent audit action, a new Statutory and Mandatory Training Policy was approved via Remuneration Committee.</p>	Compliance is reported to the People and Culture Committee and Sub-Committee, as well as part of a wider dashboard to senior leaders.
Staff Experience, Health and Wellbeing and Culture	The committee were assured around the work being taken forward around staff experience, health and wellbeing and culture.	Committee to monitor.
Finances	The difference between workforce and finance figures were noted.	Further work will be undertaken to ensure alignment with detailed narrative to explain differences.

Appendix A – Approved minutes of the People Committee meeting held on 29 January 2025:
https://www.healthierlsc.co.uk/download_file/11610/13857

3.0 Summary of items or issues referred from or to the People and Culture Committee, over the reporting period

Committee	Item or Issue	Referred to
N/A	N/A	N/A

4.0 Conclusion

4.1 The People and Culture Committee has conducted its business in line with the terms of reference and associated business plans.

5.0 Recommendations

- 5.1 The Board is requested to:
- Note the Alert, Advise and Assure within the committee report and approve any recommendations as listed.
 - Note the items referred from another committee to the People and Culture Committee over the reporting period, as applicable.
 - Note the ratified minutes of the People Committee meeting held on 29 January 2025.

Committee Chair
May 2025