





Meeting Date	28 January 2021	Agenda Item	2.4
Report Title	NHS Wales Staff Survey 202	20 – SBUHB's results	
Report Author	Marie-Andree Lachapelle, Lead OD Facilitator – Staff Experience & Julie Lloyd, Staff Experience & Organisational Development Manager		
Report Sponsor	Kathryn Jones, Interim Director Workforce & Organisational Development		
Presented by	Kathryn Jones, Interim Director Workforce & Organisational Development		
Freedom of Information	Open		
Purpose of the Report	The principal purpose of this rought of the preliminary results for Solution Health Board of the NHS Walprovide assurance on the nextaken.	Swansea Bay University es Staff Survey 2020 a	/ nd
Key Issues	General update:		
	NHS Wales Staff Survey 2020 closed on 24 November 2020 after being open for 3 weeks, and results were made available on 8 December 2020. This year, the survey has been co-ordinated centrally from HEIW, and has evolved from previous years based on colleagues' feedback across NHS Wales. The current approach to surveying is one that offers: • Simplicity – purpose, messaging, questions (fewer, simpler & comparable), results, follow up • Regularity – expectation of habitual recurrence • Immediacy – ensuring link between participation and action The survey was open from 4-24 November 2020. There was a response rate of 20% nationally, and 18% for Swansea Bay. This represents 2,365 survey responses, with an engagement score of 75%. The staff engagement element of the survey looks at the three dimensions of engagement: • the levels of motivation and satisfaction • involvement		

willingness to be an advocate of the service. The scores across all three dimensions are converted into an overall staff engagement score, which is an index of staff engagement in the organisation. Staff engagement is the only area for which the survey does this. It is designed to assist in tracking staff engagement and enable comparison between organisations. In his press release, the Minister for Social and Health Services, stated: "I am reassured that work is happening both across NHS Wales, in social partnership through the Welsh Partnership Forum and within organisations to create more compassionate leadership, collaborative relationships and to recognise the importance of listening and talking to each other in order to encourage Healthy Working Relationships, as summarised in the recently published Workforce Strategy." This paper provides an overview of SBUHB's results and assurance on the actions needed to deliver the vision set out in the Minister's statement. **Discussion Specific Action** Information Assurance Approval Required \boxtimes (please choose one only) Recommendations Members are asked to: **NOTE** the initial results of the survey; and • AGREE from the proposed actions and next steps detailed in table 2.2.1 which will be led by the Director of Workforce and OD which will be incorporated into our Annual Plan 2021/22.

NHS WALES STAFF SURVEY 2020 - SBUHB'S RESULTS

1. INTRODUCTION

The principal purpose of this report is to inform the Board of the preliminary results for Swansea Bay University Health Board of the NHS Wales Staff Survey 2020 and provide assurance on the next steps and actions to be taken.

2. BACKGROUND

NHS Wales Staff Survey 2020 closed on 24 November 2020 after being open for 3 weeks, and results were made available on 8 December 2020. This year, the survey has been co-ordinated centrally from HEIW, and has evolved from previous years based on colleagues' feedback across NHS Wales. The current approach to surveying is one that offers:

- Simplicity purpose, messaging, questions (fewer, simpler & comparable), results, follow up
- Regularity expectation of habitual recurrence
- Immediacy ensuring link between participation and action

The survey was open from 4-24 November 2020. There was a response rate of 20% at the national level, and of 18% for our organisation. This represents **2,365** survey responses, with an **engagement score of 75%**.

In his press release; the Minister for Health and Social Services, stated: "I am reassured that work is happening both across NHS Wales, in social partnership through the Welsh Partnership Forum and within organisations to create more compassionate leadership, collaborative relationships and to recognise the importance of listening and talking to each other in order to encourage Healthy Working Relationships, as summarised in the recently published Workforce Strategy."

This paper provides an overview of SBUHB's results and the actions needed to deliver the vision set out in the Minister's statement.

a. Overview of our results

This year's approach, which aimed to bring about improvement in the process, consisted of a significantly shorter questionnaire, with some different questions and questions that were asked differently. Therefore, it is difficult to give an exact benchmark of the results. As per previous national and local surveys, teams with under 11 respondents will not be included to ensure anonymity and confidentiality.

HEIW aims for NHS organisations to focus on quality conversations that need to follow across organisations, however given the current context and climate, consideration needs to be given to the timing and appropriateness of this next stage in the roll-out plan.

The following provide some of the highlights:

Results showing a positive variance of 5% or more:

- *Less people said that they have experienced bullying, harassment or abuse by:
 - o their manager (**2020: 9%**; 2018: 20%)
 - o another colleague (2020: 16%; 2018: 20%)
 - o a member of the public (**2020: 15%**; 2018: 23%)
- More people are proud to tell others that they work for our organisation (2020: 76%; 2018: 71%)

*N.B. The bullying question was asked differently in 2020 from that in the 2018 survey, following feedback from across NHS Organisations. A comparison or improvement is therefore difficult to evidence.

Results with a slight improvement, with a positive variance of less than 5%:

- More people are involved in discussions / decisions on change introduced in their work / department / team (2020: 57%; 2018: 54%)
- More people are enthusiastic about their job (2020: 76%; 2018: 74%)
- More people would recommend the organisation as a place to work (2020: 66%; 2018: 64%)

Results with a less favourable reporting:

- Less people feel they can make improvements in their area of work (2020: 66%; 2018: 75%)
- Less team members take time out to reflect and learn (2020: 54%; 2018: 61%)
- Less people believe that their line manager makes clear what is expected of them (2020: 71%; 2018: 77%)
- Less people are happy with the standard of care provided in our organisation (2020: 67%; 2018: 72%)
- Less people believe that the organisation takes effective action if staff are bullied, harassed or abused by:
 - o Members of staff (**2020: 41%**; 2018: 45%)
 - o A member of the public (**2020: 41%**; 2018: 50%)
- Less people are looking forward to going to work (2020: 56%; 2018: 60%)
- Less people are happy to go the extra mile when required (**2020: 91%**; 2018: 94%)

Please refer to the following appendices for more detailed information:

- Appendix 1: SBUHB results
- Appendix 2: NHS Wales results

b. Next steps

It is essential to keep listening and communicating to our people on how their views and experiences help to shape SBUHB and, ultimately, improve staff and patient experience. However, it is also essential at this time that we recognise the significance of the impact the on-going COVID-19 pandemic is having across all parts of the Health Board in respect of both capacity and resource to be able to identify and take forward actions in response to the Staff Survey results.

In recognising this and in trying to support Service Groups and Corporate Directorates, at this significantly challenging time, Staff Experience and Learning & OD aim to implement the following proposed *plan:

*N.B. The timescales are subject to change as appropriate in line with the capacity across Service Groups and Directorates to be able to focus on this work.

Table 2.2.1

Timescales	Activities
8 th December 2020	Welsh Government issues a press release with the survey results
11 ^{the} December 2020	 SBUHB publishes the survey results on its intranet and via the CEO staff briefing, thanking all those that took the time to complete given the significant demands staff and volunteers are facing http://abm.cymru.nhs.uk/intranet/bulletin.php?bulletin_id=13788
December 2020	Qlearsite training for key members of Staff Experience & OD to gain knowledge and understanding of data extraction and analysis options/capability
January and February 2021	 SBUHB Survey Results and proposed plans reported and presented to key Health Board Forums and Committees including; Executive Team, Executive Board, WOD Committee, SLT and HBPF Key survey highlights of the results shared during the
	January/February "Leadership Touchpoint" • Staff Experience and Learning & OD to work in partnership with Business Partners and Staff Representative Partners to
	share the results wider with staff, along with actions already taken in response to the 2018 survey and the COVID-19 Survey more recently. They will also collectively review the data and results for Service Groups and Corporate Directorates. It is aimed that dedicated support will be made available from Staff Experience and Learning & OD to help
	them identify and celebrate areas of best practice and action plans for improvement (whilst recognising what is already being taken forward corporately).
	 Engage and test with organisation around 3 key areas of focus to confirm if they are the right ones to be delivered across all Service Groups and Directorates. Based on what
	staff told us in the 2020 National Survey, the SBUHB COVID- 19 Survey and the comparison with areas of the 2018 national survey, it is proposed that these 3 areas include:
	 Healthier Working Relationships – responses to the questions around bullying and harassment from

- managers and colleagues indicate this is still an area for improvement. It will also be an opportunity to measure the impact of implementation of the impending Respect & Resolution Policy and a Just Culture, as we progress the national Healthier Working Relationship agenda locally.
- Staff Health & Wellbeing based on what staff told us in the COVID-19 Wellbeing and Working from home survey and this being a key success factor in organisational recovery.
- Compassionate Leaders and Managers Our leaders are essential to creating a culture aligned to our values. Staff responses indicate there is still a need to focus on supporting our leaders, how they communicate and involve staff in decision-making (which understandably will have been impacted further by the pandemic).

These areas will be broken down further into Corporate deliverables and local objectives, which feed into the Corporate Director's and Service Group Director's objectives and form part of their People Plan. Once the 3 key areas of focus are agreed, success criteria for measuring improvement will be identified and assessed against future staff survey results. There will also be an overarching organisation-wide action plan developed against the 3 key priority areas.

- Service Groups to invite local partnership representatives to work with them to develop plans.
- Trade Union partners invited to work in partnership to collectively deliver Corporate objectives
- It is planned to offer to engage with those staff across Service Groups and Directorates that may be shielding/re-deployed at home that would welcome getting involved in this piece of work to support their area and would also provide a valuable voice/representative for staff on the ground.
- Responses to specific questions shared with appropriate stakeholders as with the local COVID-19 Survey (e.g. Staff Health and Wellbeing, Swansea Bay Health Charity, Digital Services, Information Governance, Environment, Transformation, Flexible Working Cell project group, Heritage and Arts in Health Teams) to inform their work and priorities.

March 2021

- Develop and finalise action plans at an organisational level and Service Group/Directorate specific level
- Actions shared with Executive Team and organisational commitment endorsed.
- Monitoring via Workforce & OD Committee
- Build on existing #ShapingSBU movement (i.e. Executive Engagement, #LOV Campaign, Independent service for Staff to Raise concerns, ACAS, compassionate leadership, restructure of operational HR and appointment of an Investigations Team), local COVID-19 Wellbeing and

	Working from Home Survey and aligned to the national and local Healthier Working Relationships agenda.
April 2021 onwards	 Sample staff experience more frequently, to understand temperature across the organisation. Continue to work in partnership with Business partners, Staff Representative partners, partner organisations and stakeholders for the implementation and alignment to national plans for Staff Survey, as well as Healthier Working Relationships, a 'Just' Culture and launch of the Respect
	and Resolution Policy.

As per section 2.1 - Overview of Results detailed above, and the reported improvement around bullying and harassment, it is important to reiterate that this question was asked differently in 2020 from that in the 2018 survey. Managers and colleagues were separated into 2 questions this year, whereas in 2018 they were included as part of the same question. A comparison or improvement is therefore difficult to evidence and this still needs to be an area of priority and on-going improvement within Swansea Bay and across NHS Wales. We also need to consider the impact that the on-going pandemic will have had on staff's anxieties, behaviours and interactions.

In line with the results of the 2020 national survey and the proposed actions detailed above, it is planned that we engage and test with organisation around 3 key areas of focus to confirm if they are the right ones to be delivered across all Service Groups and Directorates. Based on the 2020 National Survey, the SBUHB COVID-19 Survey and the comparison with areas of the 2018 national survey, it is proposed that these 3 areas include:

- Healthier Working Relationships staff responses to the questions around bullying and harassment from managers and colleagues indicate this is still an area for improvement. It will also be an opportunity to measure the impact of implementation of the impending Respect & Resolution Policy and a Just Culture, as we progress the national Healthier Working Relationship agenda locally.
- Staff Health & Wellbeing based on what staff told us in the COVID-19
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These areas will be broken down further into Corporate deliverables and local objectives, which feed into the Corporate Director's and Service Group Director's objectives and form part of their People Plan. Once the 3 key areas of focus are agreed, success criteria for measuring improvement would be identified and assessed against future staff survey results. There will also be an overarching organisation-wide action plan developed against the 3 key priority areas.

Since the results of the 2018 NHS Wales Staff Survey, the Executive Team has been fully committed to taking decisive and timely action to support staff and act on their feedback. An overarching suite of initiatives was implemented under the umbrella of the #ShapingSBUHB movement, which aimed to support cultural change and will continue to do so. This has included; the commissioning of an independent service for Staff to raise concerns; the commissioning of ACAS to run workshops for managers; HR and Trade Unions in addressing inappropriate behaviours at work, including bullying; extending our offering of behaviour based Leadership Development Programmes; appointment of a HR investigations team; investment in operational HR teams and processes and the launch of the #LivingOurValues campaign.

In continuing to support staff and volunteers during the on-going crisis of the pandemic, the contract with Guardian Service Ltd; an independent provider for staff to raise any work related concerns safely and confidentially 24/7 365 days a year was reissued for a further 12 months in November 2020. It is also planned for ACAS to deliver further virtual training sessions on 'Values & Behaviours in the Workplace-Addressing Bullying and Harassment' during February/March 2021 to ensure all managers in areas identified as 'hotspots' in the 2018 national staff survey, receive training and support. The content of the training has been reviewed and up-dated to reflect the national plans around Healthier Working Relationships and managing in a virtual world.

In supporting Health Boards plan next steps, HEIW has prepared a document, which outlines the responsibility of managers to take ownership locally, for engaging with staff. The document provides a guide for the discussions that managers need to have with their teams in relation to the staff survey and the results (see Appendix 3) with a view of identifying areas of success and best practice to be shared wider, as well as local action plans for improvement. Whilst we recognise the aim of these conversations is to enable the involvement and ownership of staff in shaping our environment and the experiences we have in our workplace, timing and capacity of managers and staff to have these conversations has to be appropriate and considerate of the significant pressures currently faced across the Health Board and wider NHS Wales.

It is planned during 2021, that HEIW will provide staff across NHS Wales shorter and more regular opportunities to get involved in giving feedback and having conversations so that it becomes a mainstream way of operating, but again this needs to be managed appropriately and sensitively.

Workforce & OD plan to monitor the temperature of the organisation and survey more throughout the year locally, through targeted pulse surveys.

3. GOVERNANCE AND RISK ISSUES

The governance and risk issues in relation to and NHS Wales Staff Survey are outlined as follows:

- It may be difficult to engage with Service Groups, Directorates and departments with the uncertainty and significant pressures of the on-going COVID-19 Pandemic.
- Results are available at Service Group / Directorate level only, not at Departmental level. Some departments may not relate to the responses as a

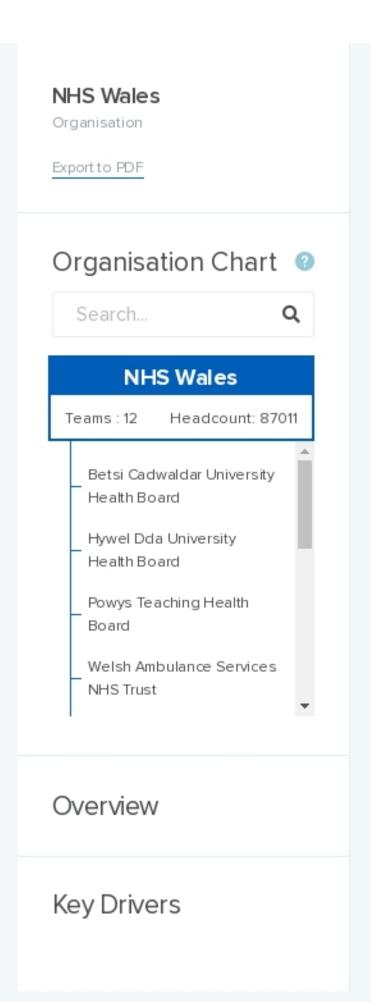
- result and will be difficult to target where there have been specific successes/need for improvement.
- Line managers may not feel comfortable hosting the conversations, not see it
 as a priority or not have the capacity due to the current context. As the survey
 was anonymous, staff may also not feel comfortable having the conversation
 with their line manager.

4. RECOMMENDATION

Members are asked to:

- NOTE the initial results of the survey; and
- AGREE from the proposed actions and next steps detailed in table 2.2.1 which will be led by the Director of Workforce and OD which will be incorporated into our Annual Plan 2021/22.

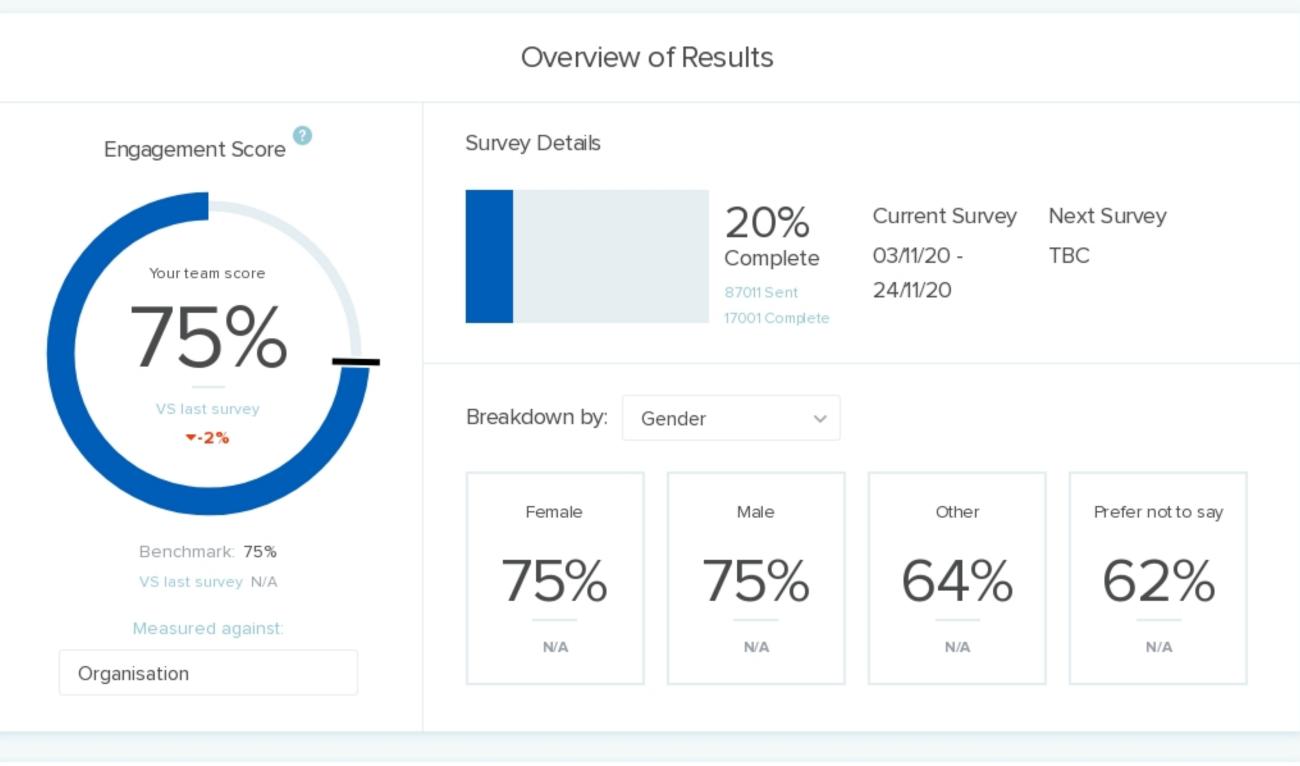
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allows individual Health Boards and Trusts to identify areas of good practice and					
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		Appendix 3: Next Steps			

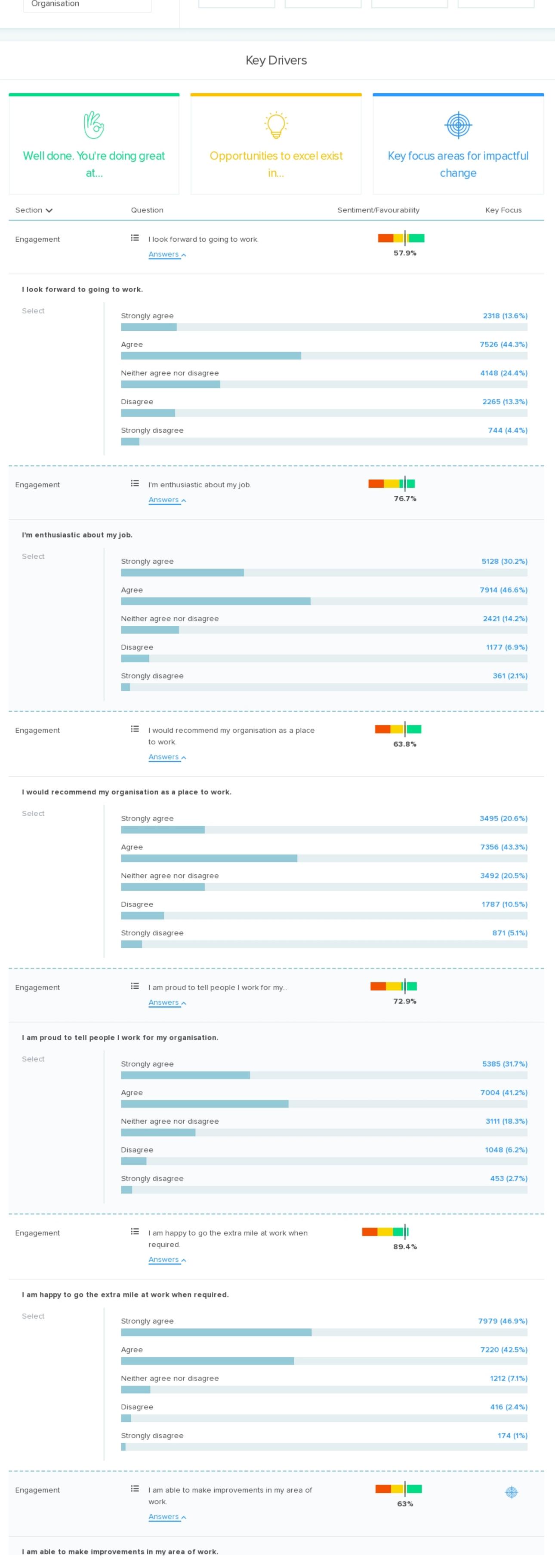


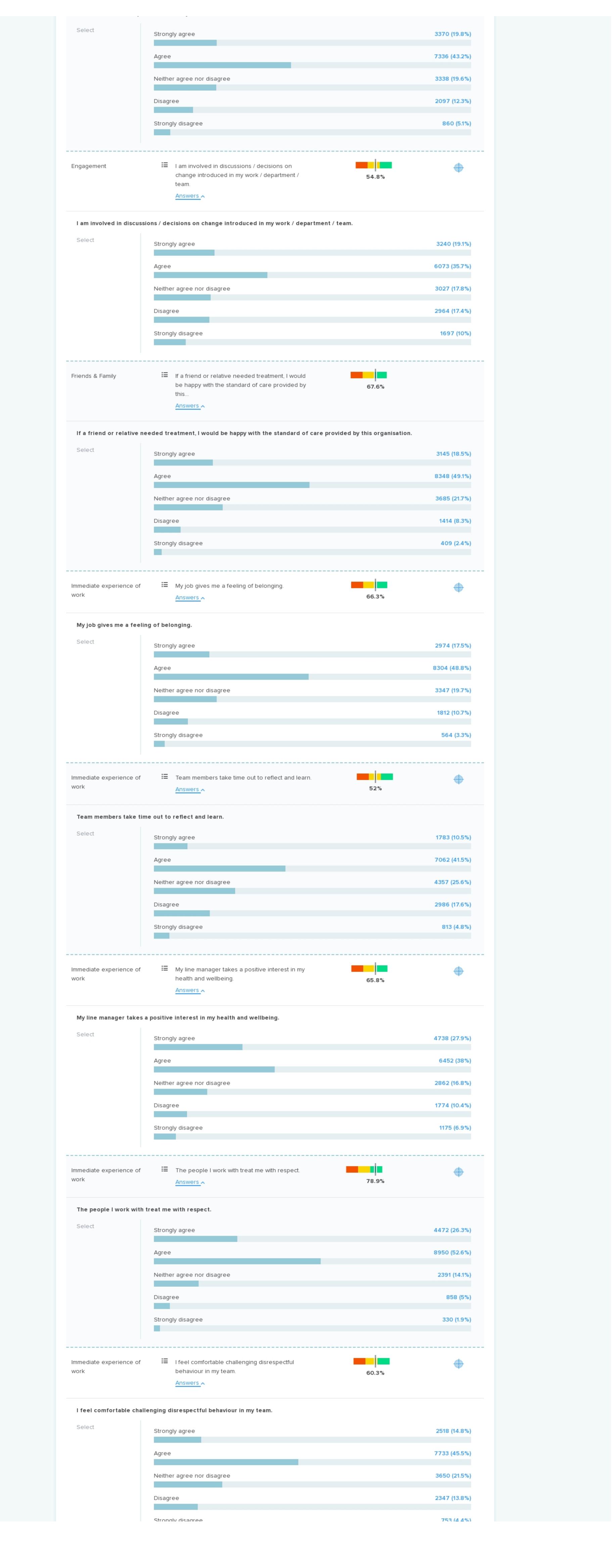
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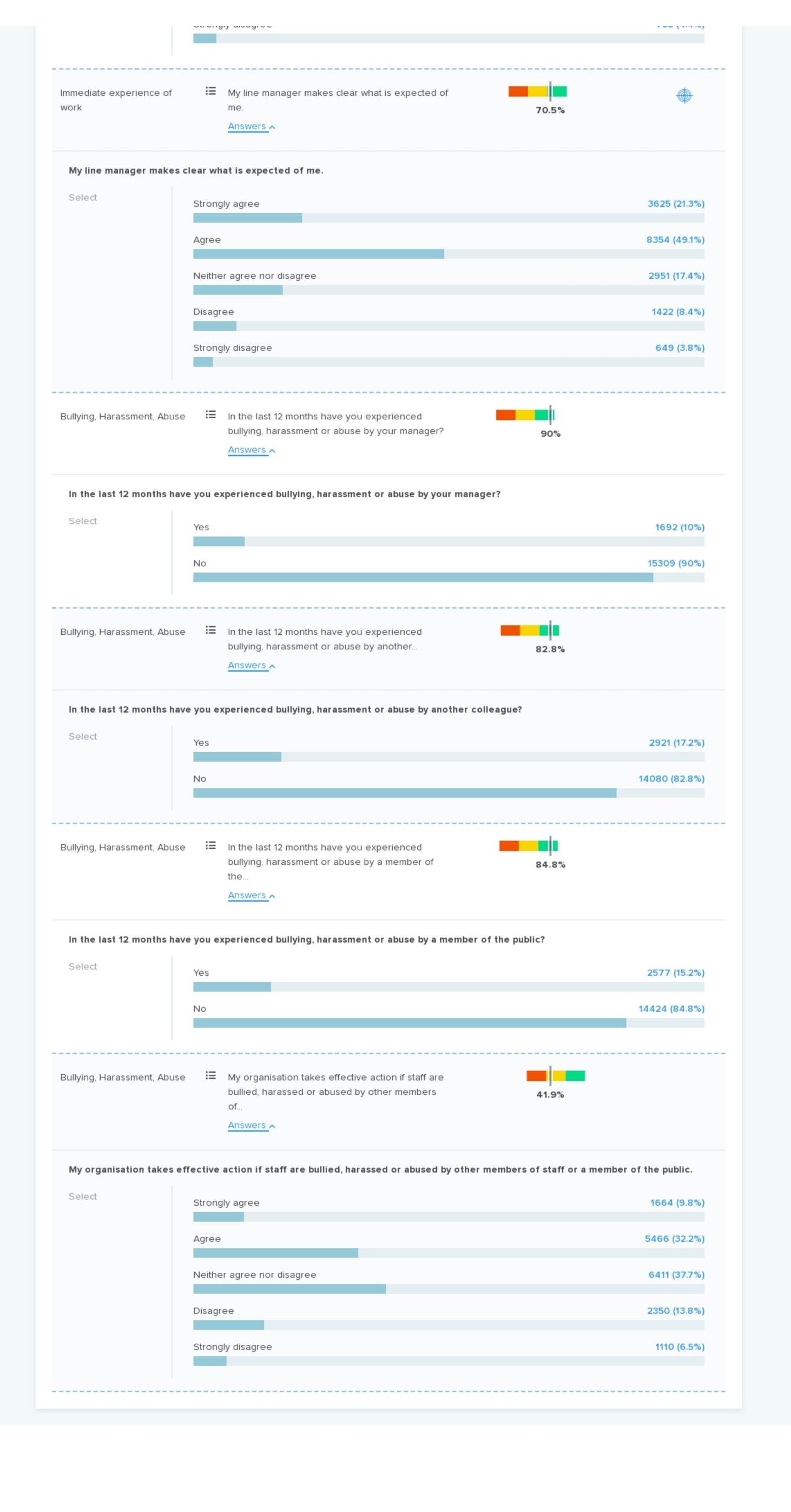
2020 NHS Wales Staff Survey 🗸

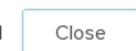
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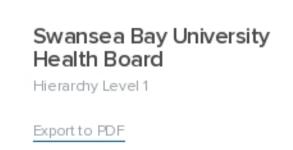


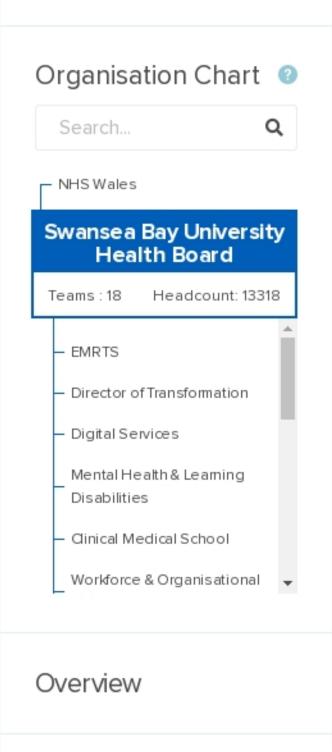






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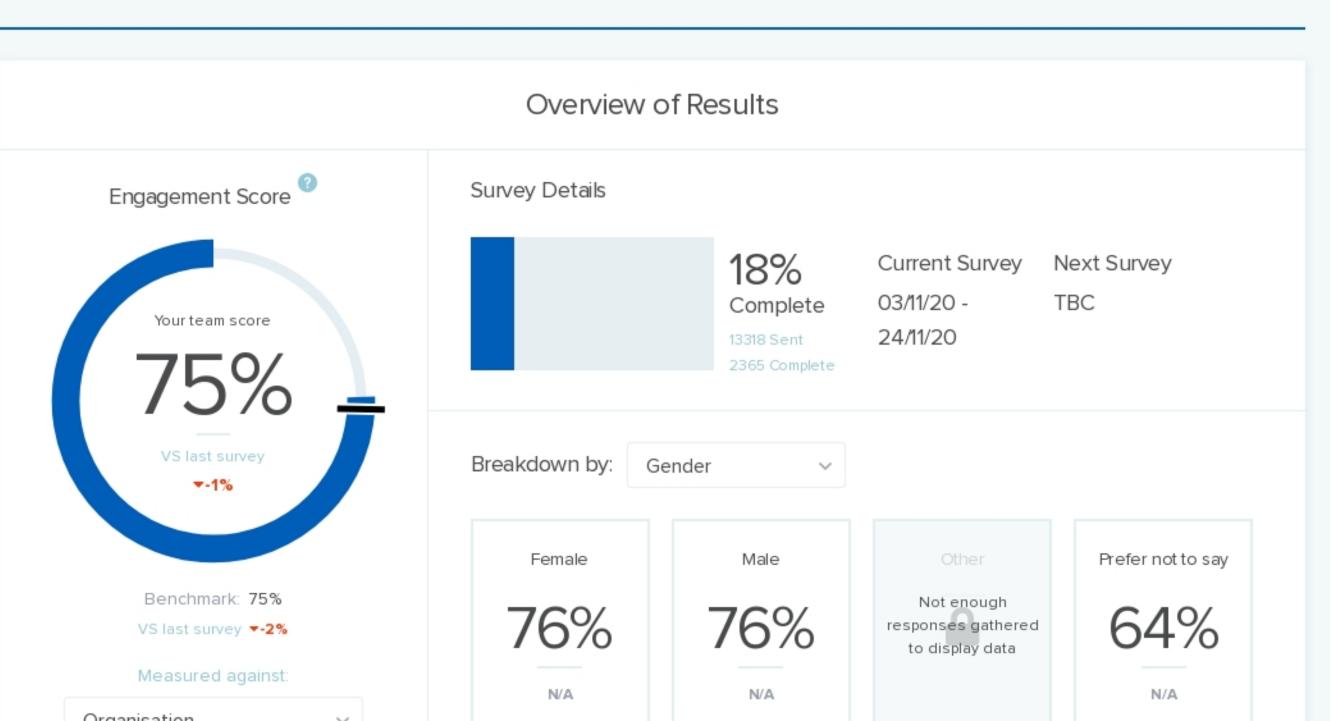


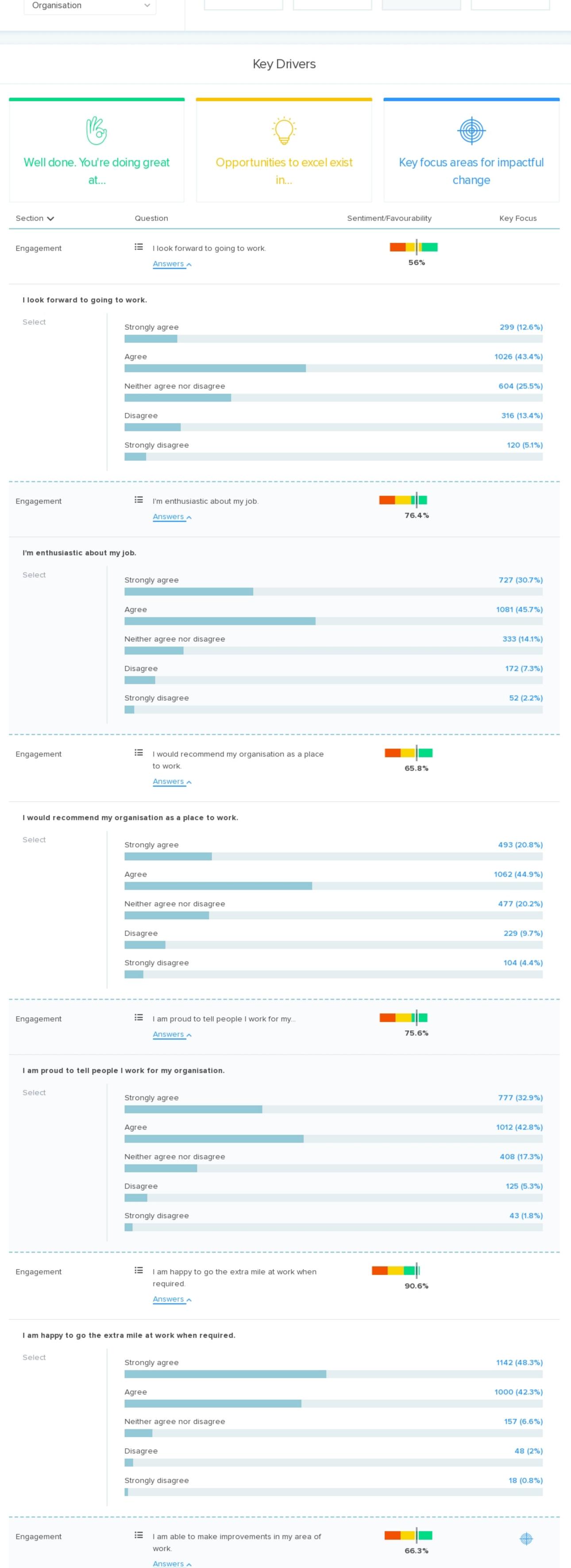


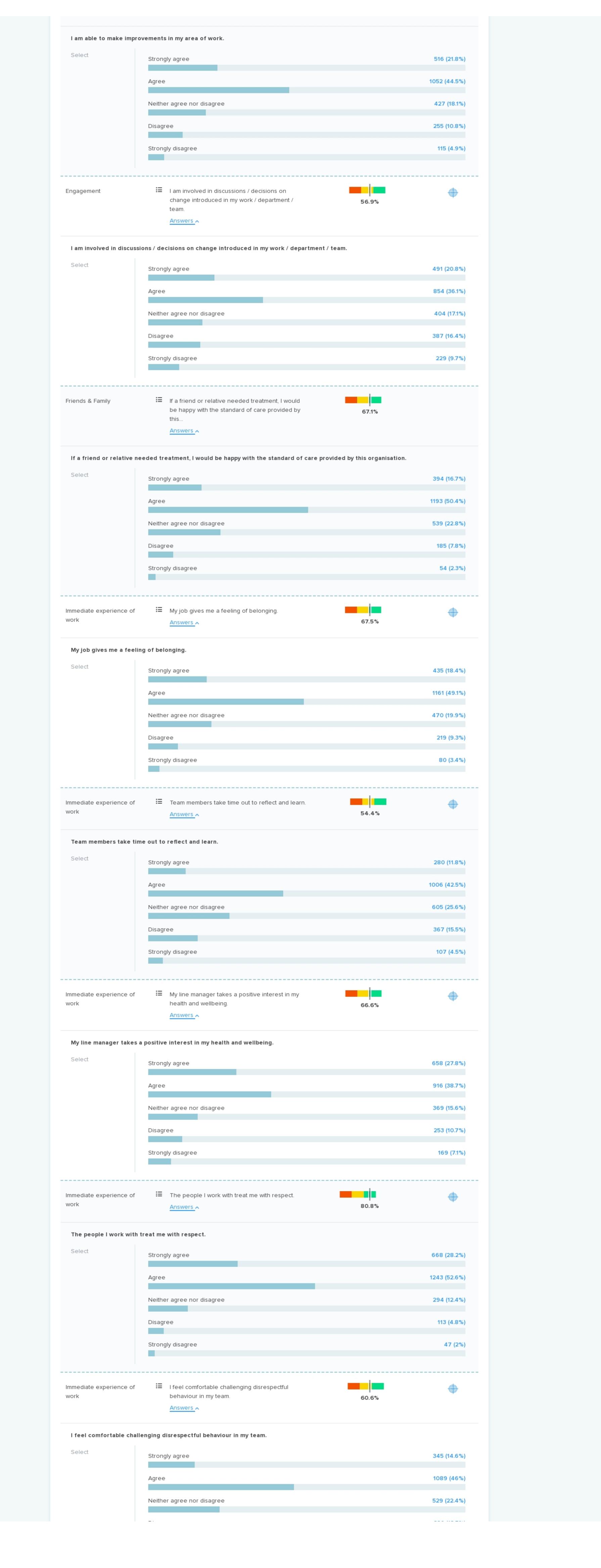
Key Drivers

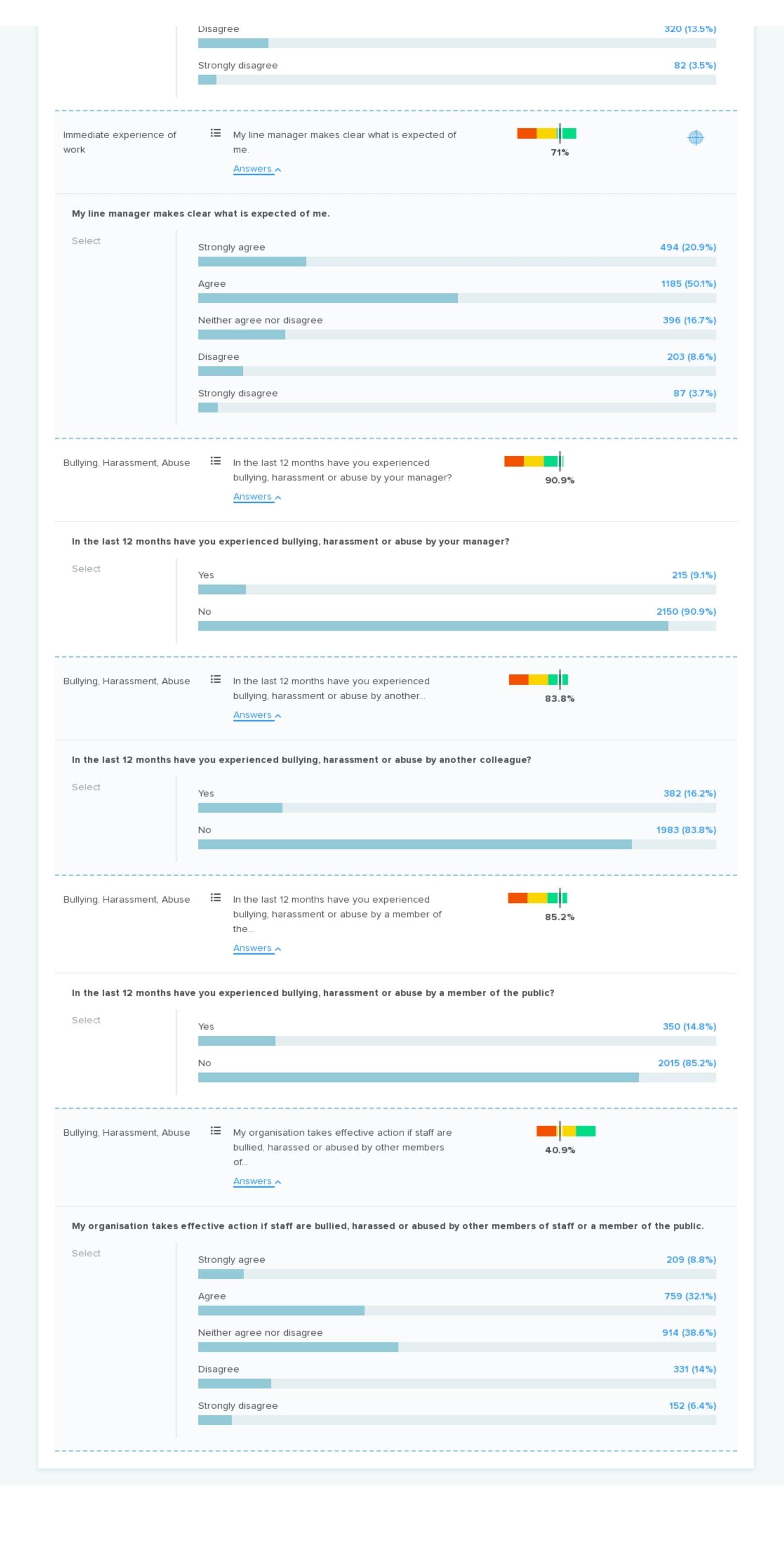
Welcome Swansea Bay University Health Board

2020 NHS Wales Staff Survey 🗸











Staff Survey 2020

Our Reflections Our Decisions Our Future

Following feedback and reflection, we have changed our approach to surveying so that the focus is on participation, feedback, reflection, discussion and localised decision making.

So, the most important measures are to increase participation in:

- Taking part in giving feedback
- Getting involved in discussing the results and deciding what happens next

Therefore, every part of the approach is designed to be simple, accessible and timely.

What has happened so far?

The 2020 survey was open for 3 weeks during November 2020.

What was our participation level?

Our participation rate was 18% as a Health Board. Whilst it is always our shared aim to have this as high as possible, it is important to remember that the survey was open for 21 days so it compares favourably with previous surveys. Importantly, it gives us a opportunities to encourage others to participate in the future.

What are our results and where do we get them from?

The results are available in different depth through:

- From 1/12/20 NHS Wales "scored-data" dashboard: anyone can get access by contacting support@qlearsite.com.
- From 8/12/20, organisational/department specific data (including free-text comments): shared with your team: contact your manager, trade union, HR link or the Staff Experience Team (SBU.StaffExperienceTeam@wales.nhs.uk).

What happens now?

It is now time to spend time with each other reflecting, having conversations and deciding on what we can each do to make our work/workplaces better. This <u>prompt</u> should help us (see page 2 of this)

By our work and workplaces being the best they can be, we will be the best we can be and our patients/communities will get the best possible care.

What is planned for the future?

During 2021, there will be shorter and more regular opportunities to get involved in giving feedback and having conversations.



So Now What...?

These simple questions may be useful to help this have conversations with our colleagues.

How many people took part? How many didn't? Why was this?	
How are we going to get people involved in the discussion/ decisions?	
How closely do these group/organisational results reflect our own team experiences	
What are we proud of in these results? What should we be celebrating? Is there anyone/anything we should be highlighting for recognition?	
Where are the things we think we can improve? What do we know? What can we learn more about? How can we improve our wellbeing?	
What are the things we can decide/change ourselves? What are we going to do? How are we going to know we have changed things?	
What are the things we need others to change? How are we going to tell them? How will we know that things have improved?	
Is there anything else? How are going to improve participation for next time?	