 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting People and Organisational Development Committee Date of Meeting 6 February 2024 Item 4.4 </p>
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Speaking Up Safely

Executive lead:	Paul Veysey, Board Secretary and Head of Board Business Unit
Author:	Liz Blayney, Deputy Board Secretary and Board Governance Manager

Approval/Scrutiny route:	Paul Veysey, Board Secretary and Head of Board Business Unit Business Executive Team (17 January 2024)
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Purpose
<p>This report provides the People and Organisational Development Committee with an update on the progress with the implementation of the Speaking Up Safely Framework Action Plan, that was approved by the Board on 26 October 2023.</p> <p>This report also presents the following for approval:</p> <ul style="list-style-type: none"> - All Wales Raising Concerns Procedure - Public Health Wales – Speaking Up Safely Protocol

Recommendation:				
APPROVE <input checked="" type="checkbox"/>	CONSIDER <input checked="" type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input type="checkbox"/>
<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Consider and approve the Public Health Wales Speaking Up Safely Protocol (Appendix 1). • Consider and approve the All Wales Raising Concerns Procedure (Appendix 2). • Consider the update provided and take assurance on the progress with the implementation of the actions within the Speaking Up Safely Action Plan (Appendix 3). 				

Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

Strategic Priority/Well-being Objective	All Strategic Priorities/Well-being Objectives
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Summary impact analysis

Equality and Health Impact Assessment	An Equality and Health Impact Assessment has been completed as part of the approval of the Raising Concerns Policy
Risk and Assurance	None
Health and Social Care (Quality and Engagement) (Wales) Act	Supports ensuring appropriate processes are in place to support raising concerns, which supports the provision of safe and effective care.
Financial implications	N/A
People implications	As we embed the Framework we may receive increased numbers of concerns raised as colleagues are supported and encouraged to discuss and raise concerns within a safe and supportive environment. We will learn from the concerns raised and we will continue to work with colleagues, including through our Trade Unions and Staff Diversity Networks to understand the barriers that may exist to speaking up and action we can take to remove these barriers.

1. Purpose / situation

This report provides the People and Organisational Development Committee with an update on the progress with the implementation of the Speaking Up Safely Framework Action Plan, that was approved by the Board on 26 October 2023.

This report also presents the following for approval:

- All Wales Raising Concerns Procedure
- Public Health Wales – Speaking Up Safely Protocol

2. Speaking Up Safely Framework

The Speaking Up Safely Framework has now been published on the Welsh Government website: <https://www.gov.wales/nhs-wales-speaking-safely-framework>

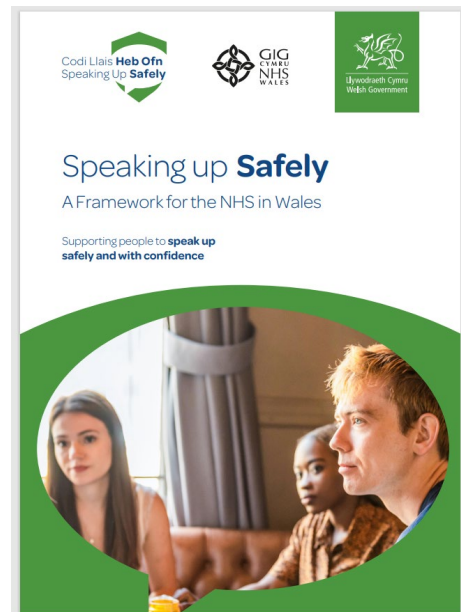
This Framework is an outline of the needs and expectations of NHS Wales organisations in supporting all staff to 'speak up safely'. It was issued to all Health Board and Trust in Wales from the Welsh Governance via a Welsh Health Circular.

The principles and practices associated with Speaking Up Safely outlined in this framework document should be considered within the broader NHS Wales and UK policy context.

Speaking Up Safely is an initiative which supports, rather than replaces, existing policy, such as:

- Procedure for NHS Staff to Raise Concerns
- NHS Wales Policy: Respect and Resolution
- Welsh Government Law: The Health and Social Care (Quality and Engagement) (Wales) Act
- UK healthcare regulation: e.g. codes of practice provided by the NMC, HCPC and GMC
- UK Law: Public Interest Disclosure Act 1998 The Speaking Up Safely Framework has also been informed by international guidelines^{1,2} and research evidence.

This Framework sets out the responsibilities of organisations, their Executive teams and Boards, along with those of managers and individual members of staff (and volunteers) in creating a culture in which 'Speaking Up', alongside timely and appropriate response to any concerns raised, is supported within a safe environment. This Framework is also supported in its implementation by a series of toolkits.



3. Speaking Up Safely Protocol

Within Public Health Wales, we have developed a protocol to outline how we will be ensuring consistent implementation of the framework.

It is designed to signpost and collate the information within the framework into one place, and outline our internal processes that will ensure a consistent approach, which will ensure we are meeting our responsibilities within the framework.

It has been collaboratively developed by the Board Business Unit and People and Organisational Development Team.

The draft protocol has been subject to consultation including staff networks and Trade Unions (Local Partnership Forum meeting on 17 January, and via email to all members, plus circulation to BMA). The NHS Executive have also been provided with the opportunity to comment.

The following improvements were made as a result of the consultation:

- Clarification on who will have access to the information resulting from speaking up (Section 4.1).
- Clarification on the arrangements for hosted organisations (Section 5.5).
- Inclusion of reference to the nine protected characteristics within the Equality Act. (Section 7)
- Inclusion of further examples of the different ways of speaking up (Section 7).
- Clarity of the type of information that will be held and reported to PODC as part of the annual report (Section 8).

The Protocol is attached at **Appendix 1**.

The final document, once approved will be updated will all the appropriate links and will be published on the Public Health Wales staff intranet.

4. All Wales Raising Concerns Procedure

A revised All Wales Procedure for Raising Concerns has been issued to reflect the Speaking Up Safely Framework. This is attached at **Appendix 2**.

This document has been cross-referenced with the process and timescales within the Protocol, and Public Health Wales' approach to Speaking Up is consistent with the process and timescales outlined within this Procedure.

5. Action Plan – Self Assessment against Speaking Up Safely

The Welsh Government requested that all NHS Organisations undertake a self-assessment against the organisational requirements detailed in section 6 of the Framework and develop an action plan to address any gaps between current practice and the expectations of the Framework. This was approved by the Board on 26 October

Attached at **Appendix 3** is an update on the progress with the actions contained within the action plan.

6. Recommendation

The Committee is asked to:

- **Consider** and **approve** the Public Health Wales Speaking Up Safely Protocol (Appendix 1).
- **Consider** and **approve** the All Wales Raising Concerns Procedure (Appendix 2).
- **Consider** the update provided and take assurance on the progress with the implementation of the actions within the Speaking Up Safely Action Plan (Appendix 3).