

Extract from notes relating to H&WB/survey findings

1. Staff Experience and Wellbeing group

Frequency of meetings – every 2 months

April 4th, 2025

Staff Experience

- Survey dates (May 1 – 31, 2025) discussed.
- Survey Test link shared with all for testing.
- Survey Structure discussed.

Action: Any structure changes to be communicated to BC. BC to make requested updates.

- Communication and Promotional plans shared and discussed – support requested from all for roadshows. BC also available to offer some bespoke support for teams on request. Comms colleagues supporting comms and promotion.

Action: Dates and venues of roadshow to be shared with all by BC – members to reply with availability to support and requests for bespoke support.

Wellbeing

- SW updated on Regional Health & Wellbeing Framework Assessment / Action Plan – Action plan currently being drafted with support from FM. Draft plan to be shared with all at next meeting.

Action: Draft Action Plan to be presented and discussed at next meeting.

- Upcoming calendar of HWB events shared and all encouraged to promote participation in these locally.

June 13th 2025

Staff Experience

- Staff Survey Update – Survey closed May 31. In total 4728, staff responded. Data is being analysed throughout June – reports will be available by end of July. Agreement that focus needs to be on using the data from these at local level and promoting actions arising ‘You said, we did’.

Wellbeing

- FM updated on the Regional H&WB framework Action Plan. The ‘Be Well’ group is being reconvened – SW sent invites to the first meeting in June. Need to ensure group is well represented to take forward the actions set out in the plan.

Action: Draft Action Plan to be circulated for feedback.

September 19th 2025

Staff Experience

- Trust-wide Staff Experience Survey findings shared and discussed with group – target of 3.8 for Trust wide engagement achieved.
- Ideas re post survey interventions/focus for group discussed. Ideas included a focus on health and wellbeing, resourcing, and production of a case study – ‘you said, we did.’
- YC reiterated need for survey findings to be shared and discussed locally with action plans drafted. YC reminded everyone re the post survey action planning doc that was developed last year.

Action:

- YC to reshare Post Survey Action Planning doc.
- ALL to encourage sharing and discussion of their service/team reports and local action plans.

Wellbeing

- SW provide an update on progress re the draft H&WB action plan and highlighted key actions to be taken forward.
- SW provided an overview of the bWell Champions pilot with HR investigations team and Labs colleagues.

November 14th 2025

Staff Experience

- Widening participation in survey – suggestions from the group were discussed. YC meeting with representatives from Northumbria to learn and explore strategies to encourage participation.
- Service/team reports and action plan was discussed. OT shared example from her area.

Action:

- Members to update on their local post survey action plans at the next meeting.
- BC will share ToR for new members.
- BC will share Post Survey Action Plan document.

Wellbeing

- SW provide update on Strategy and draft action plan.
- Update re Wellbeing Champions – advice and signpost staff to resources. Pilot will be expanded at a later date.
- Money Guider – planned for new year to support staff and signpost to money and pension schemes or hubs.

Action:

- SW will share draft Strategy and Action Plan.

January 23rd 2026

Staff Experience

- YC advised next staff experience survey will be May 2026 and reiterated the importance of engagement with the survey structure when issued – BC will issue these soon. Any questions contact BC.
- Survey champions nominations being sought from all areas -BC will email.

Action: BC to email all re Survey Champion nominations

Health & Wellbeing

- SW updated on bWell champions – pilot group from Labs and HR. Survey being prepared to evaluate the work progressed so far. Nominations welcome for bWell champions to create a waiting list.
- H&WB Strategy and Action Plan – SW thanked for feedback received to-date. Feedback will inform final version – anticipate launching soon.

March 20th 2026

Staff Experience

- YC shared updates on the People and Culture survey.
- YC advised next staff experience survey will be May 2026 and the Data structures are being reviewed and collated.
- BC updated on plans re Survey Champions – briefing meeting organised.
- CMcL and SMcL shared their feedback on the importance of peer-to-peer engagement and local ownership for survey promotions.
- SW suggested to use existing divisional meetings and other briefings to promote survey.
- DH suggested the weekly updates on response rates from directorates was useful during previous survey.

Health & Wellbeing

- SW updated on bWell champions
- H&WB Strategy and Action Plan – Final version will be shared soon.

Action: SW to email the final version of Wellbeing framework.

April 24th 2026 (Draft)

Staff Experience

- PS shared updates on Staff experience survey.
- BC briefed on survey preparations, survey champions and roadshows planned

- EC to promote staff survey during international nurses' day planned on 12th May.
- Group to meet again on 13th May for a quick catchup on Survey.

Action:

- BC to send promotional materials for local events.
- BC to send weekly updates
- BC to send roadshows and digital support materials for the survey.

Health & Wellbeing

- FM shared H&WB updates.
- FM shared launch of Mental Health and Wellbeing.??

2. People & Culture Steering Group

Frequency of meetings – every 3 months

Tuesday 27 May 2025

Staff Experience and Wellbeing (YC / PS)

Update

- **2025 Survey** – Survey launched 1st May and will remain open until the 31st May. A robust promotional campaign is underway and includes roadshows at the main hospital sites, the smaller community sites, bespoke pop-ups and attendance at local team and service events. Also several all user emails reminding staff to complete the survey, Loop articles, use of screen savers, and regular updates to SLG. At this time the uptake remains lower than a similar point in the survey last year, with approx. 2500 staff having completed the survey to-date (day 21) compared to 3,250 (day 19) last year. We anticipate survey reports being available in July.
- **Strengthening Our Core: A Regional Framework for HSC Staff Health and Wellbeing in the Workplace** – Draft action plan will be informed by the outcome of the framework assessment has been developed. Feedback from the Staff Experience Survey in relation to HWB questions will also be considered and will inform the plan. The plan will be shared with SEWB group at the June meeting. A regional meeting to explore the requirements of the framework further has also been convened and will be attended by Trust representatives.

9th September 2025 – meeting cancelled

5th November 2025 – meeting notes not found, no record of being shared – chair has now left organisation

15th January 2026 – meeting cancelled