

Date of meeting	17 July 2018
Paper number	I6

Security - objectives for the period 1st April 2018 to 31st March 2020

For approval:	<input checked="" type="checkbox"/>	For assurance:	<input type="checkbox"/>	To note:	<input type="checkbox"/>
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Accountable Director	Tina Ricketts, Director of People and Culture		
Presented by	Tina Ricketts	Author	Paul Graham, Health & Safety Manager

Alignment to the Trust's strategic priorities				
Deliver safe, high quality, compassionate patient care	<input checked="" type="checkbox"/>	Design healthcare around the needs of our patients, with our partners		Invest and realise the full potential of our staff to provide compassionate and personalised care
Ensure the Trust is financially viable and makes the best use of resources for our patients		Develop and sustain our business		

Alignment to the Single Oversight Framework				
Leadership and Improvement Capability		Operational Performance		Quality of Care
Finance and use of resources		Strategic Change		Stakeholders

Report previously reviewed by		
Committee/Group	Date	Outcome
Trust Leadership Group	6 th June 2018	Approved subject to minor amendments (which have been updated within this report)

Assurance: Does this report provide assurance in respect of the Board Assurance Framework strategic risks?	N	BAF number(s)	
Assurance in respect of: process/outcome/other (please detail)			
Significant assurance <input type="checkbox"/> <i>High level of confidence in delivery of existing mechanisms/objectives</i>	Moderate assurance <input type="checkbox"/> <i>General confidence in delivery of existing mechanisms/objectives</i>	Limited assurance <input type="checkbox"/> <i>Some confidence in delivery of existing mechanisms/objectives</i>	No assurance <input type="checkbox"/> <i>No confidence in delivery</i>

Recommendations	The Board is asked to approve the security objectives for the period 1 st April 2018 to 31 st March 2020
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Executive Summary

The Board is responsible for ensuring that the Trust provides and maintains a secure environment for all of its patients, staff and visitors by adopting and promoting a positive security culture. The Trust has a legal obligation to ensure the personal safety of staff at work and a financial duty to protect its property and assets.

This report sets out the Trust's objectives relating to security for the period 1st April 2018 to 31st March 2020. These are:

- To have effective systems in place to manage any security risks
- To meet the security requirements of our Commissioners as set out in the NHS Standard Contract
- To provide conflict resolution training to all front line staff
- To ensure lone workers receive sufficient training, information, instruction and advice, that any necessary physical measures are put in place and appropriate technology is made available

Progress against the objectives will be regularly reviewed by the People and Culture Committee.

Background

The objectives have been drafted in compliance with the requirements of the NHS contract for security management. It covers all aspects of security management but in particular the following key areas:

- Strategic Governance
- Inform & involve
- Prevent & deter, and
- Hold to account

It does not include issues relating to fraud which are dealt via the Local Counter Fraud Specialist Service.

Issues and options

Security Objectives for the period 1st April 2018 to 31st March 2020

The objectives for the 2 year period are set out in the table below:

No	Objective	Key Actions	Measured by
1	To have effective systems in place to manage any security risks	To develop a communications plan to ensure all staff are aware of the requirement to report security risks	Monitoring the Trust's risk register to ensure that security risks are added as required and that where practicable any necessary actions are taken to reduce the risk to an acceptable level
2	To meet the security requirements of our Commissioners as set	Root cause analysis to be undertaken for all security incidents.	Root cause analysis reports to be reviewed by the Health and Safety

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	out in the NHS Standard Contract	Changes to the workplace, work practice and/or equipment as a result of lessons learnt	Committee. Annual security report to be provided to the People and Culture Committee and Trust Board
3	To provide conflict resolution training to all front line staff	Review in house training modules against national syllabus	Training compliance monitored through people and culture scorecard
4	To ensure lone workers receive sufficient training, information, instruction and advice, that any necessary physical measures are put in place and that appropriate technology is made available.	Undertake regular risk assessments in work areas where staff are employed as lone workers Monitor the use of lone worker devices were issued	Use of personal protective equipment Number of incidents relating to lone workers

The People and Culture Committee will be responsible for overseeing the progress against these objectives.

The Trust's Leadership Group is responsible for ensuring that security risks are assessed and mitigated as reasonably practicable in accordance with the Management of Health & Safety at Work Regulations 1999.

Recommendations

The Board is asked to approve the security objectives for the period 1st April 2018 to 31st March 2020