

**Board of Directors Meeting
24 August 2021**

National Staff Survey

Agenda Item Number:		10.0
Presented for:	Discussion, Decision/Approval	
Report of:	Interim Chief Executive	
Author (s):	Deputy Director of Workforce & OD	
Report History:	None	
Publication Under Freedom of Information Act:	This paper can be made available under the Freedom of Information Act 2000 if requested.	
Links to HIF's Objectives		
Deliver an efficient and effective service offering to Harrogate and District Foundation Trust		√
Create strong sustainable partnerships		
Develop sustainable organisational systems		
Develop and maintain a strong, efficient and agile workforce		√
Strengthen the local community through collaboration		

Recommendation:

The Board is requested to review the information within this paper and approve the recommendation.

HIF Board
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National Staff Survey

1.0 Introduction

- 1.1 The national staff survey opens between 15 September and 4 October and closes on 26 November 2021. Whilst participation in this survey is mandated for HDFT, it is not mandated for wholly owned subsidiary companies.
- 1.2 The People & Culture Committee have proposed that HIF participate in the National Staff Survey 2021, as this will provide valuable feedback from HIF colleagues and provide a useful comparator of colleague views and engagement across HIF and HDFT.

2.0 Financial Implications

- 2.1 Our previous national staff contractor, [REDACTED], have exited the market, so it has been necessary for us to procure a new contractor.
- 2.2 Only two organisations remain in the market, [REDACTED] and [REDACTED]. The senior Workforce & OD team had presentations from both organisations, and have selected [REDACTED].
- 2.3 [REDACTED] offer a significantly enhanced service over what [REDACTED] were able to provide, and will include a video on reassurance around confidentiality of the survey (a major blocker to completion) and the ability for colleagues to complete the survey by telephone.
- 2.4 It is proposed that a 3-year contract is agreed with [REDACTED], to provide continuity across the survey. There is an early exit option within the contract should we not be happy with the service.
- 2.5 The costs for HIF are shown in the table below, and include the option of a tailored letter from the CEO, the ability to ask bespoke questions and a management report with facilitated workshop for Senior Managers once the survey report has been produced.

2.6 Table of costs:

	Annual Survey cost	Report	Total PA excl. VAT	Total PA incl VAT	3 year total incl VAT
HIF	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

3.0 Implementation

- 3.1 The implementation of the survey will be managed by Human Resources, supported by Deputy Director of People and Culture, who is managing the survey

implementation across HDFT. Our client support manager from [REDACTED] will work across both organisations

4.0 Recommendation

- 4.1 The Board is requested to approve the implementation of the national staff survey for HIF on the basis of a 3-year contract with [REDACTED].