

## Key Matters Report to the Group Trust Board

**Name of Committee:** People Participation and Equalities

**Chair:** Njoki Yaxley

**Meeting Date:** Monday, 07 July 2025

### Key matters:

The committee received and discussed the following at its first meeting:

- Minutes and action log from the previous CCS People Participation and Equalities Committee – February 2025
- Minutes and action log from the previous NCHC People Committee – March 2025.

All actions were confirmed as being complete and/or being taken forward by other committees within the Group's governance structure.

The following reports were received:

- Key issues from CCS Trust Wide Working Together Group (TWWTG) – **substantial assurance**. This covered an update on volunteers; co-production activities and highlights across all services; interpretation and translation services and delivery of the health inequalities action plan.
- Key issues from CCS Diversity and Inclusion Steering Group – **substantial assurance**. This report assured the committee of the actions being taken to deliver the diversity and inclusion programme of work embedded into the CCS people strategy.
- Key issues from NCHC Staff Experience Group – **assurance rated increased from reasonable to substantial by the committee**. This report assured the committee of the staff experience activities that were currently taking place in support of NCHC's strategic ambition of 'attracting and developing brilliant and fulfilled teams'.
- Key issue report from NCHC Patient and Carer experience and involvement group = **reasonable assurance**. This provided an update on co-production with carers voice for a carer's booklet; joint work with Norfolk Healthwatch; roll out of 'hello my name is' badges and updated on complaints.
- Bi-annual update on the delivery of the CCS People Participation approach – **substantial assurance**. This is programme 4 of the Trust's current quality strategy.
- Bi-annual update on the delivery of the CCS year 3 anti-racism plan – **substantial assurance**.

- Bi-annual update on the delivery of both CCS and NCHC people strategy actions in relation to diversity and inclusion - **substantial assurance**. Assurance received from both organisations that statutory reporting
- Progress update for both CCS and NCHC Equality Delivery System plans and objective for 25/26 – **substantial assurance**.
- Update on roll out of AccessAble across NCHC – **partial assurance**. 75 sites to be assessed, 14 outstanding. Links from AccessAble website to NCHC website to take place. Full update to be provided at the next meeting (February 2026).

**Key escalations:**

There were no escalation points to report.

**Key risks and issues:**

No risks identified at 15 and above.