

Reference: FOI.ICB-2324/398

Subject: Services Provided by SCW CSU Relating to HR & OD Provision

I can confirm that the ICB does hold the information requested; please see responses below:

QUESTION	RESPONSE
<p>Can you please supply details of what was included in the services provided by SCW CSU in regard to HR & OD provision for the financial year 2018-19 through to 2022-23 for which you have already supplied the attached contractual costs. I require detail on the types of services provided which resulted in the attached costs, these details would have been included in the main body of the SLA contractual agreements along with the overall costs already supplied. Please feel free not to stint on detail.</p>	<p>The following are included in the HR, OD and Workforce specification:</p> <ul style="list-style-type: none"> • Strategic advice and guidance on workforce and employment issues • Compliance with all legislative, statutory and regulatory requirements • Supporting the ICB with the management of relevant suppliers • Keep the ICB abreast of national and regional HR development and initiatives • HR workstream management of clinical and non-clinical procurements • Engagement of client in service developments • HR systems maintenance and information retrieval • Production of workforce information • Provide a full recruitment service supporting ICB managers and leaders to attract and select the right talent for their organisation • Management of Payroll interface between • ESR and Payroll service provider

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| | <ul style="list-style-type: none">• Management of processes for employee health & wellbeing• Support the ICB to define its approach to employee health and wellbeing• Support the management of occupational health service provision to the ICB• Provision of customised HR intranet portal• Employment support, advice and guidance for the management of employee relations.• Support the ICB in the development of an appropriate forum to enhance employee relations, e.g. a partnership forum with Trade Union representatives, staff council or employee representatives.• Guide the ICB on the principles of equal pay for work of equal value• Job design and redesign• Employee engagement processes• HR Policy development• Manage a training management system• Provision of a range of learning and development interventions• Corporate induction process• Produce regular reports of training, learning and development activities• Support OD initiatives• Support the design and implementation of ICB Board Body |
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**Bristol, North Somerset
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Integrated Care Board

	<p>Development</p> <ul style="list-style-type: none">• Support Leadership Development within the ICB• Support staff engagement and culture development within the ICB
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The information provided in this response is accurate as of 24 January 2024 and has been approved for release by Rob Hayday, Chief of Staff for NHS Bristol, North Somerset and South Gloucestershire ICB.