Improving lives

NHS
Sheffield Health Partnership University
NHS Foundation Trust

Public Board of Directors
Item number: 20
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Confidential/public paper:	Public
Report Title:	Guardian of Safe Working Quarterly Report (July 2026 to September 2026)
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Accountable Director:	Dr Suchitra Sabarigirivasan, executive medical director
Presented by:	Dr Rajashree Sarkar, guardian of safe working
Vision and values:	The Trust vision is **to improve the mental, physical and social wellbeing of the people in our communities**. The role of the guardian of safe working includes being a champion for safe working hours to ensure **delivery of outstanding care (wee keep improving)**, overseeing safety relating to exception reports ensuring a **great place to work** (**we work together**) and **effective use of resources.**
Purpose:	The purpose of the guardian of safe working report is to provide assurance that resident doctors at Sheffield Health Partnership University (SHPU)Trust are working safe hours, and that exception reports are reaching a timely and satisfactory resolution. The report also provides exception reporting data in line with the exception reporting reform as well as information on reasons for absence and the use of locums to staff the out-of-hours rota.
Executive summary:	This report provides **assurance around the working hours of resident doctors.** The duty of the guardian of safe working is to ensure that resident doctors are working safe hours. Assurance is provided that between July 2026 and September 2026, resident doctors at Sheffield Health Partnership University (SHPU) Trust worked safe hours. The guardian of safe working will consider the individual circumstances of all issues raised and that the principles of ensuring equality, diversity and inclusion are adhered to. All resident doctors continue to work hours that are compliant with their contracts and all relevant legislation. The exception reporting reform was implemented on 4 February 2026. The reform was introduced as part of the 2024 pay deal and aims to improve transparency, fairness and oversight of additional working hours.

Which strategic objective does the item primarily contribute to:					
Effective Use of Resources	*Yes*	**X**	*No*		
Deliver Outstanding Care	*Yes*	**X**	*No*		
Great Place to Work	*Yes*	**X**	*No*		
Reduce inequalities	*Yes*		*No*	**X**	

What is the contribution to the delivery of standards, legal obligations and/or wider system and partnership working.	
Links to care quality commission (CQC) quality and safety standards: safety and quality of service provision, Staffing, Supporting Workers Links to exception reporting reform and 10-point plan to improve the lives of resident doctors.	
Board assurance framework (BAF) and corporate risk(s):	**BAF 0014** There is a risk that our workforce may not have the skills, digital literacy, and professional capability required to meet standards of care and strategic priorities **Risk 5409** There is a risk to patient safety caused by medical staffing and recruitment challenges.
Any background papers/items previously considered:	This report is received quarterly at the Board and was last reported in July 2026.
Recommendation:	The Board is asked to: • **Note for assurance** that resident doctors at Sheffield Health Partnership University Trust continue to keep safe working hours. • **Note for assurance** that the exception reporting process continues to support safe working and enable the appropriate compensation of additional hours worked.

Public Board of Directors

Guardian of Safe Working Report Quarterly Report

25 November 2026

Purpose of the Report
This quarterly review covers July, August and September of 2026. There are robust arrangements for current and new staff to be made aware of the process of exception reporting.

A resident doctor forum was held on 7th July 2026. The date for the next meeting is 15th October 2026.

The 2016 Terms and Conditions of service (TCS) for doctors in training introduced a new role regarding safe working, the Guardian of Safe Working (GOSW) in all organisations that employ or host NHS training doctors. The role of the Guardian of Safe Working includes being a champion for safe working hours, attending induction to explain the Guardian of Safe Working role to new doctors, overseeing safety relating to exception reports, monitoring compliance, escalating issues for actions when not addressed locally, requiring work schedule reviews to be undertaken where necessary, intervening to mitigate safety risks and where issues are not being resolved satisfactorily. The GOSW also distributes monies received as a result of fines for safety breaches as directed by the residents through the Resident Doctors' Forum and provides assurances to both the Board of Directors and the doctors in training on safe working and compliance with Terms and Conditions. The role also involves providing a quarterly report to the Board and the Local Negotiating Committee, an annual report to the Board of Directors and a responsibility for providing information to external national bodies. There is also a requirement that the Guardian of Safe Working convenes Resident Doctor Forums on a regular basis.

High Level Data for Sheffield Health Partnership University NHS Foundation Trust

Number of Doctors in Training (Total)	55
Number of Doctors in Training on 2016 TCS (Total)	55
Amount of time available in job plan for Guardian to do role	0.5 PA
Admin Support provided to the Guardian	0.25 WTE
Amount of job-planned time for Educational Supervisors	0.25 PA

Number of exception reports submitted

The GOSW will have access to all exception reports and will review and scrutinise exception reporting patterns to ensure reports are accurate, valid and adhere with the purpose of exception reporting.

Number of exception reports submitted over the last quarter	33