

RAG Rating/Status

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
OPEN ACTIONS FOR REVIEW								
PODC 3.4/2023.04.05	PODC 2023/9	SS/SW	Registration for Healthcare Professionals Policy and Procedure	The Committee considered and to SW's request for further input into the policy and procedure	19 July Update: Trade unions have been consulted and a further revision will be prepared. Requested revised date of 08/11/23 18 April Update: This is in progress, with SW providing comment by the 21st April. The final version will then be circulated to the Committee in May.	05/05/2023	08/11/2023	At Risk
PODC 3.4/2023.04.05	PODC 2023/10	SS	Registration for Healthcare Professionals Policy and Procedure	The Committee queried whether there was a systematic renewal process in place across the Organisation. SW advised of areas whereby managers could check an online database to ensure compliance. SS agreed to follow up with the policy author and inform the Committee of the process in place.	19 July Update: Trade unions have been consulted and a further revision will be prepared. Requested revised date of 08/11/23 18 April Update: The update on the process in place to confirm compliance will be circulated to the Committee at the same time as the updated policy and procedure.	05/05/2023	08/11/2023	At Risk
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
None								
ACTIONS RECOMMENDED TO BE CLOSED AT (19.07.23) MEETING								
PODC 3.1.1/ 2023.04.18	PODC 2023/15	NL/SM	People Promise	NL suggested that RBW and KY be included in the development of the external facing People Promise.	19 July Update: This is in progress and a meeting has been arranged to take this forward.	08/11/2023		Complete
PODC 3.1.1/ 2023.04.18	PODC 2023/14	NL/SM	People Promise	The range of external partners that had been engaged as part of this the development of the people promise; NL agreed to share the list of stakeholders that had been engaged.	19 July Update: We will not be able to provide a list of the stakeholders due to confidentiality. We can confirm however that the following have provided information: <ul style="list-style-type: none"> Stakeholders from several universities we work with have contributed, both students and staff A number of Graduates Senior Managers from different Health Boards Public Service Staff (Non-Health Boards) Multiple Recruitment Agencies we work with Representatives from the young ambassadors group Request Action is closed			Complete
PODC 3.2.3/ 2023.04.18	PODC 2023/17	NL/SM	Trade Union Partnership Working Forums - Update	The Committee asked for a review of attendance at Local Partnership Forum meetings, together with an evaluation of attendance figures to ensure that the appropriate representation of staff was present at meetings	19 July Update: This action will be covered in the LPF on the agenda at this meeting. Request Action is closed			Complete
PODC 4.2/2023.01.12	PODC 2023/5	JOB/ NL	Performance Assurance Dashboard	The Committee reflected on the increased sickness rates shown by the Dashboard. JOB confirmed that the increase in sickness absence rates were being monitored, and that he would share analysis of sickness absence data alongside turnover data outside of the Committee.	19 July Update: This action will be covered in the presentation at this meeting. Request Action is closed 18 April Update: This is in progress, This information will be circulated to members when available.	04/07/2023		Complete

PODC 3.1.2/ 2023.04.18	PODC2023/16	LB/NL	Workforce Planning Update	The Committee requested an update on Workforce Planning at the next meeting.	19 July Update: This item is scheduled for the October Committee meeting. Request Action is closed			Complete
PODC 6.1/ 2023.04.18	PODC 2023/19	LB	Audit Tracker	The Committee suggested that the area of cross Committee working should be developed further, LB noted the comments and the suggestions made earlier in the meeting and agreed to develop joint meetings for Chairs of the four Board Committees on a regular basis	19 July Update: This is being considered in the wider context of the High Performing Board model that is being developed at a Board level. Proposals will be sent to the next Board Development session for consideration and implemented once approved. Proposed the action is closed on that basis.			Complete
PODC 5.1/2023.01.12	PODC 2023/6	SB/NL	Gender Pay Gap Annual Report (2022)	The Committee asked for further analysis of the Pay Gap data from the older age bracket as the evidence presented in the report appeared to contradict national trends post-pandemic. SB agreed to investigate this further.	19 July Update: This item will be covered by RA at the meeting on 19/7/2023 Request Action is closed 18 April Update: a verbal update will be provided at the meeting.	19/07/2023		Complete
PODC 3.4/ 2023.04.18	PODC 2023/18	NL/JOB	Performance Assurance Dashboard	NL agreed to look at these suggestions with JOB and to bring historical trends and comparison data to the next Committee meeting.	19 July Update: The item is on the meeting agenda. Request Action is closed	19/07/2023		Complete