

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								
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
PODC 3.5/2023.11.08	PODC 2023/33	NL	People Strategy	NL agreed to provide a breakdown showing the increase in work force, including any relevant business cases and funding allocations.	January 2024: We will work with Finance to pull together the information and circulate to PODC outside of a meeting	31-Mar		On track
Proposed for closure (6 February Meeting)								
PODC 3.1/2023.11.08	PODC 2023/27	NL	Deep Dive: Managing Change	The Committee asked for a report to the Committee in the future to include how the intended benefits of the programmes have been realised.	January 2024: The People and OD Team will provide assurance as part of next years work plan. The frequency of this reporting will depend on what gets closed during that period. This will be incorporated into the update on Change management. This has been included on the workplan for next year. Propose action be close.			Complete (6.2.24)
PODC 3.3/2023.11.08	PODC 2023/28	NL/JOB	Performance Assurance Dashboard/ Workforce	The Committee noted the consistently higher levels of sickness in Health Protection and Screening and asked if the figures could be split to show the sickness figures of those who were workplace based versus those working from home.	January 2024: This will be included as part of the Committees consideration of the Dashboard at the February meeting. propose action be closed.			Complete (6.2.24)
PODC 3.3/2023.11.08	PODC 2023/29	NL/JOB	Performance Assurance Dashboard/	The Committee asked if there was an update to the figures form the exit interviews of leavers. NL advised the Committee the data would be available for the Committee's next meeting.	January 2024: This will be included as part of the Committees consideration of the Dashboard at the February meeting. propose action be closed.			Complete (6.2.24)
PODC 3.4/2023.11.08	PODC 2023/30	SS/CB	Strategic Risk	Corporate Risks within the remit of the Committee along with Risk items relevant to the Committee arising from the continued work of the Risk Management Development Plan would be brought to the next Committee meeting.	January 2024: The Strategic and Corporate Risk Registers has been reviewed in full and will be presented to the Board in January for approval. PODC will review CRR and SRR at the February meeting. Propose Action be closed.			Complete (6.2.24)
PODC 3.4/2023.11.08	PODC 2023/31	NL	Strategic Risk	The Committee asked for the actions to clearly be written to address the risks recorded and for clarity regarding leadership of risks be addressed where at present it stated 'to be determined.' NL agreed to revise the actions and submit the revision to the Committee.	January 2024: The Strategic and Corporate Risk Registers has been reviewed in full and will be presented to the Board in January for approval. PODC will review CRR and SRR at the February meeting. Propose Action be closed.			Complete (6.2.24)
PODC 3.4/2023.11.08	PODC 2023/32	NL	Strategic Risk	The Committee asked for clarification of the narrative of the Progress narrative on AP 4.6. NL assured the Committee that plans were in place and were moving forward to address challenges in the area concerned. NL agreed to provide the Committee with a narrative which would more fully address the timelines concerned.	January 2024: The Strategic and Corporate Risk Registers has been reviewed in full and will be presented to the Board in January for approval. PODC will review CRR and SRR at the February meeting. Propose Action be closed.			Complete (6.2.24)
PODC 3.7/2023.11.08	PODC 2023/34	NL/LB	Grievance Report	LB suggested that any thematic learning from grievances could be monitored through the Speaking Up Safely Framework Annual Reporting, as grievance would fall under the protocol.	January 2024: This has been included within the Speaking Up Safely Protocol which will be presented to the Committee for approval at the February meeting. The proctol summarises the reporting requirements for the annual SUS report, which will include a summary numbers and learning from grievances. Propose Action be closed.			Complete (6.2.24)