

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 - NONE								
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 Update April 2024: Once the year-end financial reporting has been completed Finance will put the data into a different format and will be circulated to PODC. Suggest move to July meeting on this basis.	31 March 2024	09 July 2024	At risk
PODC 3.6/2024.02.06	PODC 2024/5	RA	Anti Racism Action Plan Update	The Committee highlighted the progress in gaining a gold level Cultural Compliance Award, and noted further work needed in other areas, such as the delay in the Welsh Government's anti-racism training. The Committee suggested discussing this with the Young Ambassadors Program to gain their insight and how they may help to champion this work.	April 2024: The work on this had to be paused while a detailed evaluation is carried out. This action will need to be rethought.	11 April 2024		At risk
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
PODC 3.2/2024.02.06	PODC 2024/3	LB/PV	Trade Union Partnership Working Forums - Update	MM queried the TU representatives on Board Committees; LB noted that there were currently TU Representative vacancies on Public Health Wales Committees and agreed to discuss with PV to progress filling these.	April Update: This is ongoing and discussions are in progress; it is being reviewed in the broader context of TU engagement.	01 August 2024		On track
Proposed for closure (11 April Meeting)								
PODC 3.4/2024.02.06	PODC 2024/4	MB	My Contribution Compliance: Health Protection and Screening Services	The Committee reflected that teams with lower compliance levels were those that were still under pressure to recover following COVID, and discussed whether this was due to capacity or needing further support to complete. The Committee considered solutions such as increased support to managers, addressing organisational issues, offering/promoting training ESR sessions and group appraisals. MB agreed to provide an in-depth review of this item at the next Committee meeting.	April Update: Completed this has been included on the April agenda. Action to close	11 April 2024		Completed
PODC 3.1/2024.02.06	PODC 2024/1	NL	Audit Wales Report: Review of Workforce Planning Arrangements and Management Responses	The timescales for implementation were discussed and the need to ensure that the targets also allowed for them to be delivered effectively. NL agreed to review the timescales to ensure they were deliverable.	April Update: This has been completed. The timescales were reviewed and requests for change were processed as per the Audit Tracker Process. This was approved by LT on 4 MARCH, and reported as part of the Audit Recommendations Tracker report to ACGC on 19 March. Action to Close.	11 April 2024		Completed
PODC 3.2/2024.02.06	PODC 2024/2	LD	Trade Union Partnership Working Forums - Update	The Committee suggested that it could be useful for a written report of discussions that occur Trade Union Partnership Working Forums.	April Update: This has been actioned and agreed as part of the development of the work plan for 2024/25. Action to Close	11 April 2024		Completed