

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								
ACTIONS RECOMMENDED TO BE CLOSED AT 17 FEBRUARY MEETING								
PODC 3.1/2024.04.11	PODC 2024/7	JOB	Performance Assurance Dashboard	Data was being prepared for the Race Equality Standard to meet the required reporting from 31 March; JOB to bring this data to a future Committee once national reporting is complete.	February update: this is included on the February agenda. Action to be closed on this basis. December Update: Added to the proposed PODC agenda for February October update: request has been received to present this update at the February meeting. Request a change of date to February. June Update: The national summary of WRES data will be produced for publication at the end of July. Action to be moved to October meeting.	09 July 2024	10/02/2024	Complete
PODC 3.3.1/2024.07.09	PODC 2024/16	NL	Strategic and Corporate Risk Register	The Committee questioned whether a draft of the workforce planning process would be shared with PODCOM to provide input, NL noted the work underway since the recruitment of a Workforce Planning manager and confirmed that the draft would be brought back to Committee before it was sent for approval and sign-off	February update: this is included on the February agenda as part of the deep-dive item. Action to be closed on this basis. December Update: Added to the proposed PODC agenda for February October Update: The WFP process is underway with Directorates and update on progress will be provided in the Feb PODC meeting.	10 February 2025		Complete
PODC 1.2/2024.10.21	PODC 2024/19	NL	Minutes, Action Log and Matters Arising of meeting (09 July 2024)	KY raised concern of risk PODC 2024/7 due to a request for a change of date to the February meeting. NL informed the Committee that this was due to a delay in receiving the necessary data NL gave assurance that work to address this had been undertaken and that a detailed overview of WRES data would be brought to the next Committee meeting.	February update: this is included on the February agenda. Action to be closed on this basis. December Update: Added to the proposed PODC agenda for February (same action as 2024/7 above)	10 February 2025		Complete