

<b>PEOPLE AND ORGANISATION DEVELOPMENT COMMITTEE</b>	
Date of meeting:	30 <sup>th</sup> August 2019
Attendees:	Mick Laverty, Kate Thomas, Paula Gardner, Raffaella Goodby, Rachel Barlow, David Carruthers and Toby Lewis,
Apologies:	Mr Richard Samuda,
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> <li>• Review of SBAF, no changes in assessments being one adequate and two limited</li> <li>• In depth discussion about recruitment trajectory and clarity on number of internal offers, requiring additional offers to be made to meet recruitment trajectories. A plan is being developed between relevant executive directors</li> <li>• Rostering update on red shifts and deep dives led by Chief Nurse. Issues remaining on assurance</li> <li>• Medical revalidation reviewed and forward trajectory agreed</li> <li>• Casework investigations Unit timelines improved and future trajectory and process changes agreed</li> <li>• People Plan KPI's reviewed and alignment to IQPR discussed</li> <li>• AOB raised from JCNC regarding staffing concerns and addressed and noted</li> </ul>
Positive highlights of note:	<ul style="list-style-type: none"> <li>• SBAF review on track</li> </ul>
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> <li>• Vacancy position and resourcing strategy</li> <li>• Red shifts and rostering practice</li> <li>• Limited assurance on two SBAF items</li> </ul>
Matters presented for information or noting:	<ul style="list-style-type: none"> <li>• Pensions contribution alternative award policy – implementation process</li> </ul>
Decisions made:	<ul style="list-style-type: none"> <li>• None</li> </ul>
Actions agreed:	<ul style="list-style-type: none"> <li>• Review People Plan at next committee</li> <li>• Propose annual cycle of items at next committee</li> <li>• Include Workforce Safeguard Assurance at next committee</li> </ul>

**Mick Laverty**

**Chair of the People and Organisation Development Committee**

***For the meeting of the Trust Board scheduled for 5<sup>th</sup> September 2019***