

PEOPLE AND ORGANISATION DEVELOPMENT COMMITTEE	
Date of meeting:	19 th December 2019
Attendees:	Mick Laverty, Richard Samuda, Paula Gardner, Raffaella Goodby, Rachel Barlow, David Carruthers, Toby Lewis, Kate Thomas
Apologies:	Christine Rickards
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> • 2 limited SBAF items remain. SBAF 12 to reach adequate by end of January 20 and SBAF 11 reach adequate by end of March 20 with additions of NHS People Plan and External Labour Analysis • Rostering update given to the committee with a pledge to focus on rostering data and improvements in January 2020 • PDR reward system discussed and practical application of financial reward in 2020. Committee agreed with recommendations • Discussed internal audit reports and asked for a correlation of action plan alongside audit report • Band 2 to 3 promotions was discussed hearing 324 band 2 health care assistants • People and OD dashboard was discussed and endorsed for further development by the committee, with an ask to include CQC metrics in the dashboard.
Positive highlights of note:	<ul style="list-style-type: none"> • Band 2 /3 HCA promotions • Planning for PDR financial rewards in 2020 • Progress on People and OD Dashboard / data improvements
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> • 2 limited SBAF items remain with plans to reach adequate by end of March 20 • Rostering data and compliance not meeting expectations and committee wishes to review at next committee
Matters presented for information or noting:	<ul style="list-style-type: none"> • None
Decisions made:	None
Actions agreed:	<ul style="list-style-type: none"> • Review rostering in depth during January 2020 • Include NHS People Plan metrics in SBAF 11 when known

Mick Laverty

Chair of the People and Organisation Development Committee

For the meeting of the Trust Board scheduled for January 2020