

PEOPLE AND OD COMMITTEE	
Date of meeting:	27 March 2020
Attendees:	Professor Kate Thomas (Chair), Richard Samuda, Toby Lewis, Liam Kennedy, Professor David Carruthers, Raffaella Goodby, Paula Gardner, Rajinder Biran
Apologies:	Mick Laverty
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> • Mandatory training will not reach 95% by the end of March, those who had their face to face training stood down by the Trust could still score above a 2 in their PDR. Efforts are continuing to complete E-Learning and the Trust should reach 80% • Rostering improvements are being made with the outcomes of a rostering mapping exercise to be implemented in the next 6-8 weeks • SBAF items reach adequate assurance by the end of April
Positive highlights of note:	<ul style="list-style-type: none"> • Positive progress made on mandatory training • Mapping exercise was completed on rostering with key improvement plan being led by Associate Chief Nurse • Some progress made on Workforce Assurance on workforce plan with 3 or 4 data items being available but not integrated
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> • Face to face training cannot be completed in some areas, but alternative methods are being considered • AOB TL raised psychological support for the most strained areas for Covid 19 and ensuring that the Trust is offering appropriate support o debriefing
Matters presented for information or noting:	<ul style="list-style-type: none"> • NA
Decisions made:	<ul style="list-style-type: none"> • As above
Actions agreed:	<ul style="list-style-type: none"> • Add agenda item to April committee to focus on safe staffing in Q1 and guidance on Covid 19, and where the Trust has derogated any national guidance and why • Focus on lean'ing mandatory training for 2020/21

Prof K Thomas Non-Executive Director
Chair of the People and OD Committee
For the meeting of the Trust Board scheduled for 2nd April 2020