

PEOPLE AND OD COMMITTEE	
Date of meeting:	24 th April 2020
Attendees:	Mick Lavery (Chair) Professor Kate Thomas, Richard Samuda, Toby Lewis, Liam Kennedy, Professor David Carruthers, Raffaella Goodby, Paula Gardner, Rebecca Bates.
Apologies:	None
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> • Review of workforce safety under Covid-19 with presentation across executive of both process and outcome. No material safety concerns highlighted but lessons learned from centralised operational cell driving compliance. • Outline of psychological support work ongoing within the Trust which will be discussed in depth at the Board meetings itself • Consideration of progress on mandatory training and recruitment
Positive highlights of note:	<ul style="list-style-type: none"> • Completion of work to establish Workforce Guidance central repository on track for April 30th 2020
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> • Potentially significant deviation to the end of March recruitment plan advised to the Board – remedy actions being taken • Need to focus on improved delivery of mandatory training in 20-21 after shortfall in 2019-20
Matters presented for information or noting:	n/a
Decisions made:	<ul style="list-style-type: none"> • Instruction to retain focus on MT and expectation that two year 'reds' and all WFH/shielders achieved 100% compliance in first six months of 2020-21
Actions agreed:	<ul style="list-style-type: none"> • Circulation of appended staffing annex 2 to Covid-19 paper • Circulation of labour supply analysis scope circulation in coming weeks

Mick Lavery Non-Executive Director
Chair of the People and OD Committee
For the meeting of the Trust Board scheduled for 7th May 2020