

People & Operational Development Assurance Committee, Key Issues Report		
Report Date: 08 October 2024		Report of: People & Organisational Development Assurance Committee
Date of meeting: 07 October 2024		Teresa Boughey, Rhia Boyode, Nigel Lee, Rosi Edwards, Wendy Nicholson, Emma Wilkins, Simon Balderstone and Julie Wright
1	Agenda	The Committee considered the following: <ul style="list-style-type: none"> • People & OD Assurance Report <ul style="list-style-type: none"> • Workforce Operations • Strategic People Group & CSW Update • Risk Report - People Risks • Vacancy Approval – Reform Element • Draft Cycle of Business
2a	Alert <i>Matters of concerns, gaps in assurance or key risks to escalate to the Board</i>	<ul style="list-style-type: none"> • A more comprehensive reduction strategy to be considered concerning the workforce operational plan for WTE reduction.
2b	Assurance <i>Positive assurances and highlights of note for the Board</i>	<ul style="list-style-type: none"> • Further discussions to take place regarding the reform of services and where patient care is best suited to be delivered. The Board Committees, including PODAC, will be appraised of any proposed changes and assurance will be sought regarding quality and safety in light of the workforce strategy. • Education, health & wellbeing and leadership teams have been shortlisted for Nursing Times Awards. • R Edwards was impressed with the action taken on agency and the speed at which it had been achieved and also acknowledged the successful Resident Doctors intake during August and September 2024. • Visa breaches – with 700 colleagues employed on a visa, the Trust has convened a working group to ensure its processes are robust and SOPs are in place.
2c	Advise <i>Areas that continue to be reported on and/or where some assurance has been</i>	<ul style="list-style-type: none"> • A reform of workforce productivity to be considered to guarantee more effective use of personnel, alongside a review of the roles within the Urgent and Emergency Care (UEC) system.

	<i>noted/further assurance sought.</i>			
2d	Actions Significant follow up actions	<ul style="list-style-type: none"> A member of the public raised concerns regarding healthy food options for staff during the most recent Annual General Meeting. Plans are in place to establish a 24/7 Market Express, similar to the one at Princess Royal Hospital, which offers snacks, sandwiches, and meals that can be heated. This initiative will also be implemented following the completion of construction at Royal Shrewsbury Hospital. In the interim, the introduction of a 24/7 vending machine is under consideration, and the Facilities team is currently evaluating proposals from vendors for hot and cold beverages and snacks, ensuring compliance with NHS CQINS standards for healthy food options. 		
3	Report compiled by	<i>Teresa Boughey, Chair of People & Organisational Development Assurance Committee</i>	Minutes available from	<i>Julie Wright</i>