

<b>People &amp; Operational Development Assurance Committee, Key Issues Report</b>		
<b>Report Date:</b> 02 December 2024		<b>Report of:</b> People & Organisational Development Assurance Committee
<b>Date of meeting:</b> 02 December 2024		Teresa Boughey, Rhia Boyode, Nigel Lee, Rosi Edwards, Wendy Nicholson, Emma Wilkins, Simon Balderstone and Julie Wright
1	<b>Agenda</b>	The Committee considered the following: <ul style="list-style-type: none"> <li>• People &amp; OD Assurance Report</li> <li>• Risk Report - People &amp; OD Risks</li> <li>• Workforce financial report / PWC / STW</li> <li>• Culture and leadership programme</li> <li>• Workforce productivity</li> <li>• Statutory and mandatory training letter from NHSE</li> <li>• Board Assurance Framework</li> <li>• PODAC ToR Annual Review</li> <li>• AOB:               <ul style="list-style-type: none"> <li>➤ From PAC – Right people in the right place</li> <li>➤ From QSAC – Staff vaccination &amp; blood borne virus status reporting</li> <li>➤ System People Strategy</li> </ul> </li> </ul>
2a	<b>Alert</b> <i>Matters of concerns, gaps in assurance or key risks to escalate to the Board</i>	<ul style="list-style-type: none"> <li>• Concerns were raised regarding the level of transparency with the Board concerning the independent reports on culture within the organisation. It was felt that greater openness in sharing these reports could have strengthened the Board's decision-making. Discussions took place around governance. Assurance was given that the reports informed the culture work in these areas. The Committee Chair has since shared the reports with QSAC and raised concerns with the Chair in Common.</li> <li>• Work to be undertaken to gain a better understanding of all Independent reports that have been commissioned by the Trust and where appropriate that they have oversight through the relevant Assurance Committees.</li> <li>• The workforce financial report remains over plan; however, it was acknowledged that this is a dynamic situation involving both critical upcoming decisions and the broader context of significant reform.</li> <li>• All aspects of reform and collaborations are being reviewed around workforce productivity.</li> </ul>
2b	<b>Assurance</b> <i>Positive assurances and highlights of note for the</i>	<ul style="list-style-type: none"> <li>• Immunisations – Actions are being taken to facilitate attendance for immunisations and employees are being informed of their contractual obligation to be vaccinated to ensure patient safety.</li> </ul>

	<i>Board</i>	<ul style="list-style-type: none"> <li>The Committee continues to monitor the Clinical Support Workers (CSW) job evaluation and will be informed of the financial implications related to payments as soon as they are determined. It was also noted that additional resources may be required to manage the process effectively. This matter will also be monitored by the Finance Assurance Committee (FAC).</li> </ul>		
2c	<b>Advise</b> <i>Areas that continue to be reported on and/or where some assurance has been noted/further assurance sought.</i>	<ul style="list-style-type: none"> <li>The Trust had four finalists in three categories in the Nursing Times awards, and although there were no winners, recognise the pride the Trust had in all of the teams across Education.</li> <li>In the Ethnic Minority awards for the Galvanized Leadership programme, the Trust is also a finalist and the outcome of this will be known shortly.</li> <li>The People and OD Improvement Team has moved under the portfolio of the Chief Operating Officer (COO).</li> </ul>		
2d	<b>Actions Significant follow up actions</b>	<ul style="list-style-type: none"> <li>The independent report on culture has since been shared with QSAC to ensure appropriate awareness. Discussions are taking place with Chair in Common.</li> </ul>		
3	<b>Report compiled by</b>	<i>Teresa Boughey, Chair of People &amp; Organisational Development Assurance Committee</i>	<b>Minutes available from</b>	<i>Julie Wright</i>