

CHAIR'S KEY ISSUES

ISSUES FOR REFERRING / ESCALATING TO BOARD / COMMITTEE / TASK & FINISH GROUP

PART A:

ORIGINATING BOARD / COMMITTEE / TASK & FINISH GROUP:		People & Organisational Development Committee	DATE OF MEETING ISSUE RAISED:	31 October 2019	
CHAIR:		Carole Taylor-Brown, Non-Executive Director	LEAD EXECUTIVE DIRECTOR:	Clare Conaghan, Director of HR & OD	
Agenda Item No.	DETAILS OF ISSUE:		FOR APPROVAL / ESCALATION / ALERT/ ASSURANCE / INFORMATION?	RISK REGISTER / BAF REFERENCE	PAPER ATTACHED √
85/19	Workforce Planning and Supply The Committee received a presentation on workforce planning and supply, the national interim people plan, the ICS people plan and local workforce issues. The Committee was assured that the team has a good oversight of the context and issues and is operating tactically at an operational level with the most pressing issues and is moving towards developing a strategic approach. These will form the workforce plan elements of the ESNEFT Workforce Plan which will be presented to the November POD and December Board.		Information	BAF Risk Staffing	No
84/19	Flu Vaccination Campaign The Committee was assured that the planned flu vaccination campaign was delivering ahead of trajectory. The plan was to vaccinate 2k staff in the first week and over 3k was achieved. A verbal update from the chief nurse assured that this trend was continuing and the focus remained on achieving the 80% target.		Assurance	NA	No
84/19	Pension Scheme The Committee received an update on the pension scheme which launched at the start of October 2019. To date over 100 staff members (96 consultants) have applied to the scheme with 27 actively progressing. At the next meeting the Committee will receive a report on the activity risks associated with the scheme implementation.		Assurance	BAF Risk Staffing	No

83/19	<p>Chair's Key Issues (CKIs) The Committee was advised that two CKIs were directed to POD from the Finance & Performance committee, namely:</p> <ul style="list-style-type: none"> • Apprenticeship levy spend and activity to support this to deliver organisational needs • The spend on medical staffing on bank and agency and the need for an oversight plan. <p>Both will be addressed at the next meeting.</p>	Assurance	NA	No
<p>DATE COMPLETED AND FORWARDED TO SEC OF RECEIVING BOARD / COMMITTEE / TASK & FINISH GROUP:</p>		30/10/19		

PART B:

RECEIVING BOARD / COMMITTEE / TASK & FINISH GROUP:		DATE OF MEETING ISSUE CONSIDERED:	
CHAIR:		LEAD EXECUTIVE DIRECTOR:	
Agenda Item No.	RECORD OF CONSIDERATION GIVEN / APPROVAL / RESPONSE / ACTION:		
DATE COMPLETED AND FORWARDED TO CLERK OF ORIGINATING BOARD / COMMITTEE / TASK & FINISH GROUP:			