

People & Operational Development Assurance Committee, Key Issues Report		
Report Date: 28/09/2023		Report of: People & Operational Development Assurance Committee
Date of meeting: 25/09/2023		Teresa Boughey, Rhia Boyode, Trevor Purt, David Brown, Sara Biffen, Nikki Greenwood (NHSE)
1	Agenda	<p>The Committee considered the following:</p> <ul style="list-style-type: none"> • Revised Terms of reference for newly constituted PODAC • Fit & Proper implementation draft policy • People & OD Assurance Report • Board Assurance Framework • Risk report • People Pulse survey results • Workforce Race Equality & Disability (WRES / WDES) Annual report
2a	Alert <i>Matters of concerns, gaps in assurance or key risks to escalate to the Board</i>	<ul style="list-style-type: none"> • Risk identified relating to increased costs associated with temporary staffing arising from industrial action, unavailability, and vacancies. • Review of frequency for the People & OD Assurance Committee to take place – a recommendation to be presented at the December meeting. • Internationally Educated recruitment continues at a steady pace however the availability of affordable accommodation presents a challenge.
2b	Assurance <i>Positive assurances and highlights of note for the Board</i>	<ul style="list-style-type: none"> • NHS STW Clinical summit scheduled to take place 31.10.23 to establish the escalation process and system actions during high levels of escalation. • TOR 10.2.3 to be updated to include the word retention.
2c	Advise <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"> • Trust People Strategy is being reviewed with a wider focus on the provider collaborative approach • The Committee received the WRES/WDES annual report and recommended this for sign-off at the Board. A suite of metrics/measures will continue to be developed and measured through the PODAC
2d	Actions Significant <i>follow up actions</i>	<ul style="list-style-type: none"> • The Committee received the Fit & Proper [draft] policy and approved the draft changes to the policy and that it should be taken to the Board of Directors on 12 October 2023, where the Board will be asked to delegate authority to the Director of People and OD and Director of Governance to approve the final version with Company Secretary oversight.

3	Report compiled by	<i>Teresa Boughey - Chair People & Operational Development Assurance Committee</i>	Minutes available from	<i>Julie Wright</i>
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