

### CHAIR'S KEY ISSUES

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

**PART A:**

<b>ORIGINATING BOARD / COMMITTEE / TASK &amp; FINISH GROUP:</b>		People & Organisational Development Committee	<b>DATE OF MEETING ISSUE RAISED:</b>	25 July 2019	
<b>CHAIR:</b>		Carole Taylor-Brown, Non-Executive Director	<b>LEAD EXECUTIVE DIRECTOR:</b>	Neill Moloney, Managing Director	
<b>Agenda Item No.</b>	<b>DETAILS OF ISSUE:</b>	<b>FOR APPROVAL / ESCALATION / ALERT/ ASSURANCE / INFORMATION?</b>		<b>RISK REGISTER / BAF REFERENCE</b>	<b>PAPER ATTACHED</b> √
1.6	The Terms of Reference were revised to include the groups supporting POD which are: <ul style="list-style-type: none"> <li>• Speaking up Safely (which includes the Guardian of Safe Working)</li> <li>• Multi Professional Education Committee</li> <li>• Equality, Diversity and Inclusion Group</li> <li>• Workforce Supply and Sustainability Group</li> <li>• OD Delivery Group</li> <li>• Health &amp; Wellbeing Group.</li> </ul>	Information			No
2.1	The Committee received an update on the work underway to address the national pension issue. Four options along with the risks were discussed ahead of a paper to be presented to the Board on this. It was recognised that due to the moving nature of this (one national consultation was launched July 23) the paper to Board will follow next week. The Committee was made aware that, so far, 34 consultants have indicated their intention to reduce their substantive PA and additional session activity due to the pension issue. It was noted that while the focus is on high earners and medics, the forthcoming tapered allowance will also impact senior nursing staff with long service. Monitoring of the impact will form part of the Committee performance report and is recorded on the Trust risk register.	Escalation			

2.3	<p>The Committee received the performance report which continue to improve in terms of data triangulation and benchmarking the Trust to peers. A key risk was identified with the training of mandatory training of our internal bank doctors whose current achievement rate sits at 30% which is significantly lower than any other staff group. Until recently the locums were allocated to the divisions and have been brought under the management of Medical staffing given this cohort of staff move and as such are not directly managed. The risk was reported as low given many of the locums had recently transferred from agencies where they were compliant, work is underway to match this to the Trust training. The target is to bring this up to the Trust level by October 19 given that some of the locums work infrequently.</p> <p>The Committee discussed the work underway to support a reduction in anxiety, stress and depression and requested specific measures to be included in the September report. Going forward a report on the work and activity undertaken by our volunteers would be included.</p>	<b>Assurance</b>		<b>No</b>
2.4	<p>A report on the Flu Plan for 2019 was received; the achievement rate for this year is 80% of staff and the trust achieved 51% last year (target 75%). The plan was comprehensive and much improved from last year, including learning from best practice and Trusts who achieved the target last year. The campaign will be fronted by the Chief Nurse and Medical Directors. The campaign will start Oct 7 with the aim to vaccinate 65% of staff by the end of October.</p>	<b>Assurance</b>		<b>No</b>
3.1	<p>The Committee discussed the draft communication and engagement strategy and supported the principles it outlined. Some concern was raised about the length and assurance was given there would be a more succinct overview would be developed.</p>	<b>Information</b>		<b>No</b>
3.2	<p>The Committee discussed the NHS Interim People Plan and acknowledged that this is currently being mapped to our internal activity.</p>	<b>Information</b>		<b>No</b>
4.1	<p>The Committee received the final versions of the new Appraisal Framework which is an excellent piece of work, this is to be rolled out in September.</p> <p>The Committee also received the Succession Planning and Talent policies which while based on national best practice and fit for purpose, it was acknowledged that this is something that will take time to refine and become embedded and meaningful in the Trust. The Committee welcomed the progress on these important areas of work.</p>	<b>Information</b>		<b>No</b>
4.2	<p>The annual work plan was agreed along with the topics for the next development sessions.</p>	<b>Information</b>		<b>No</b>
<b>DATE COMPLETED AND FORWARDED TO SEC OF RECEIVING BOARD / COMMITTEE / TASK &amp; FINISH GROUP:</b>		July 27 2019		

**PART B:**

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