

Workforce & OD Committee Work Programme January 2018-November 2018

TOPIC	January 2018	March 2018	May 2018	July 2018	September 2018	November 2018	Comments
Governance							
Committee Annual Report			✓				To enable submission to the board
Review of Committee Terms of Reference		✓					Annual Requirement
Committee Self Assessment				✓			Annual Requirement
Work Programme	✓	✓	✓	✓	✓	✓	To every meeting logging if any items no received
Risk Register	✓	✓	✓	✓	✓	✓	Every Meeting

Policy updates	✓	✓	✓	✓	✓	✓	As required
Staff Story?							
Strategic HR issues							
People Strategy: Initial Development & Implementation Updates thereafter	✓	✓		✓			
Workforce redesign plans/updates		✓		✓		✓	
Workforce Strategy & priorities for next IMTP	✓		✓		✓		

Health and Wellbeing Plans		✓		✓		✓	
Strategic Equality Plan				✓			
Bilingual Skills Action Plan Update	✓		✓		✓		
Educational commissioning priorities	✓		✓		✓		
Coaching Strategy and Policy Approval		✓					
Staff Engagement / Development							
Developing leaders and managers		✓		✓		✓	
Organisational Development & Education		✓		✓		✓	

Update							
Staff Survey							tbc
Medical Workforce Survey							tbc
Values Survey							tbc
Performance Management							
Performance metrics to include <ul style="list-style-type: none"> • Sickness/absence rates • Recruitment, retention and turnover rates • Agency rates • PADR compliance rates 	✓	✓	✓	✓	✓	✓	

<ul style="list-style-type: none">• Compliance statutory /mandatory training• Key workforce issues							
---	--	--	--	--	--	--	--

DRAFT