



Workforce and OD Committee Action Log

Open Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
1.	106/18	13.11.2018	Issues raised in relation to the Singleton Hospital minor injuries unit be picked up outside of the meeting.	HR	January 2019	Verbal update to be provided at the next meeting.
2.	101/18	13.11.2018	Hazel Robinson to raise the issues of relevance of mandatory and statutory training for some roles with colleagues within other health boards and to discuss with nursing and allied health professional executive leads within ABMU the specific additional training needs these staffing groups may have.	HR	January 2019	Verbal update to be provided at the next meeting.
3.	69/18	05.07.2018	Discussions be undertaken with the Director of Corporate Governance to determine the most appropriate way in which to report the high risk workforce cases.	HR	September 2018	Discussions currently being undertaken in this regard and for a similar report to Quality and Safety Committee to ensure consistency.
Closed Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status

4.	101/18	13.11.2018	Further updates in relation to workforce risks be provided via the development and population of the workforce risk register.	HR	November 2018	Standing agenda item on the work programme.
5.	103/18	22.11.2018	The terms of reference for the Workforce and OD Forum be approved, subject to the agreed additions to the membership	HR	November 2018	Completed
6.	103/18	22.11.2018	The next meeting of the committee be scheduled for the new year.	LS	November 2018	Completed
7.	106/18	22.11.2018	Workforce and OD strategy, presentation of staff survey results and the action plan in relation to bullying be on the next agenda.	LS	November 2018	Completed