

**Part A**  
**ACTION LOG ARISING FROM**  
**WORKFORCE & ORGANISATIONAL DEVELOPMENT COMMITTEE**  
**HELD ON 17<sup>th</sup> January 2018**

Actions arising from meeting on 17 <sup>th</sup> January 2018	Lead	Status
<p><b>1. Staff Engagement Plan and Staff Experience Update</b></p> <ul style="list-style-type: none"> <li>- Update to be received at the next meeting in regard to the volunteering strategy.</li> </ul>	<b>CM</b>	Deferred to May 2018 meeting
<p><b>2. Medical Agency Caps</b></p> <ul style="list-style-type: none"> <li>- Further report to be received at the next meeting to include compliance levels, action being taken in areas not adhering to the policy and the escalation process.</li> </ul>	<b>SV</b>	On the agenda
<p><b>3. Audit Reports</b></p> <ul style="list-style-type: none"> <li>- Audit report updates be removed from the work plan.</li> </ul>	<b>KL</b>	Actioned
Actions arising from meeting on 15 <sup>th</sup> May 2017	Lead	Status
<p><b>4. Workforce Metrics &amp; Risks</b></p> <ul style="list-style-type: none"> <li>- As a result of concern expressed regarding the lack of timely workforce data Kate Lorenti to meet with executive colleagues to discuss committee's concerns that this was impacting on ABMU's ability to manage issues.</li> <li>- Consideration be given to separating data regarding vacancies created by internal transfers as opposed to staff leaving the organisation</li> </ul>	<b>KL</b>  <b>KL</b>	Ongoing  Feasibility under review
Actions arising from meeting on 15 <sup>th</sup> March 2017		
<p><b>5. Vacancies/ Use of Contractors in Estates</b></p>	<b>KL/SHG</b>	Pending discussions

<ul style="list-style-type: none"> <li>- Update to be brought back to the committee following discussions around RRP and Apprenticeship Schemes</li> </ul>		<p>around RRP and Apprenticeship Schemes</p>
<p><b>6. Committee Work Programme</b></p> <ul style="list-style-type: none"> <li>- To be revised following alignment with the Recovery &amp; Sustainability Action Plan and brought back to the committee for discussion.</li> </ul>	<p><b>KL</b></p>	<p><b><u>Update 19.9.17</u></b>  Awaiting outcome of review of board committee arrangements</p>
<p><b>Actions arising from meeting on 24<sup>th</sup> January 2017</b></p>		
<p><b>7. Collaborative Workforce Development &amp; Education Committee (CWDEC)</b></p> <ul style="list-style-type: none"> <li>- Consideration be given to joint reports arising from the work reported to CWDEC</li> </ul>	<p><b>KL</b></p>	<p>Ongoing</p>