

Workforce and OD Committee Log 2026-27

| Meeting Date | Type of Meeting  | Minute Ref | Agenda Item (Number & Title)                     | Raised by                       | Narrative                                                                                                                                                                                                                                                      | Type of Action | Action Taken      | Assigned to (individual)                    | Supporting (additional staff members        | Due by | Update                                                                                                                                                                   | Status                 |
|--------------|------------------|------------|--------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|---------------------------------------------|---------------------------------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 21.04.2026   | Public Committee | 35/26      | Variable, pay plan overview and progress update. | Community IM (Reena Owen)       | To arrange for Workforce & OD Committee members to attend a session below Workforce Panel level to observe the scrutiny applied to post reviews in practice and gain assurance on how decisions are made.                                                      | Action         | Logged Action     |                                             | Corporate Governance Officer (Amelia Cole)  | Aug-26 | The previous committee chair was unable to attend the suggested meeting dates; therefore Corporate Governance will circulate a new set of dates for members to consider. | Underway (with update) |
| 20.08.2026   | Public Committee | 80/26      |                                                  |                                 | TR to reconsider and, if appropriate, revise the Admin and Clerical Recruitment Review Corporate Risk score in light of current mitigations and recruitment decisions.                                                                                         | Action         | Logged Action     | Executive Director of Workforce and OD (TR) |                                             | Oct-26 | Score to be reduced given the ability to recruit to admin posts if there is a risk to patient or staff safety.                                                           | Underway (with update) |
| 20.08.2026   | Public Committee | 81/26      | Director of Workforce and OD Report.             | Legal IM (Anne-Louise Ferguson) | Tina Ricketts to bring a further detailed Workforce Equality Standards report and associated action plan to a future Committee meeting.                                                                                                                        | Action         | Logged Action     | Executive Director of Workforce and OD (TR) |                                             | Dec-26 | Scheduled for December WOD Committee meeting.                                                                                                                            | Underway (with update) |
| 20.08.2026   | Public Committee | 87/26      | Internal Audit Reports: Staff retention          | Digital IM (Andrew Griffiths)   | LC/FQ to ensure progress against the Internal Audit Staff Retention recommendations remains subject to ongoing review and that interim assurance is provided to the Committee and Audit Committee prior to completion of the actions.                          | Action         | Logged Action     | Executive Director of Workforce and OD (TR) | Len Cozens and Felicity Quance              | Dec-26 | Scheduled for December WOD Committee meeting                                                                                                                             | Underway (with update) |
| 24.09.2026   | Public Committee | 143/26     | Board: 2.2 Risk Report                           |                                 | Responding on workforce related scores, TR confirmed that the Workforce and Organisational Development (WOD) Committee had considered risk in some detail on several occasions recently; it would re-examine the workforce risks and report back to the Board. | Action         | Logged Action     | Executive Director of Workforce and OD (TR) |                                             | Oct-26 | Updated risks will be considered by the Executive Board and Workforce & OD Committee in October                                                                          | Underway (with update) |
| 10.09.2026   | Public Committee | 116/26     | Medical Variable Pay Internal Audit Report       | General IM (Jean Church)        | REFERRED the report to Workforce and OD Committee for consideration of structural workforce issues.                                                                                                                                                            | Referral       | Referred to WOD   | Digital IM (Andrew Griffiths)               | Executive Director of Workforce and OD (TR) | Dec-26 | The referral will be reviewed at the December WOD Committee meeting                                                                                                      | Underway (with update) |
| 10.09.2026   | Public Committee | 119/26     | Professional Concerns Internal Audit Report      | General IM (Jean Church)        | REFERRED the report to Workforce and OD Committee for information and consideration of governance, learning and thematic findings.                                                                                                                             | Referral       | Referred to WOD   | Digital IM (Andrew Griffiths)               | Executive Director of Workforce and OD (TR) | Dec-26 | The referral will be reviewed at the December WOD Committee meeting                                                                                                      | Underway (with update) |
| 10.09.2026   | Public Committee | 121/26     | Estates Report Audit Wales Report                | General IM (Jean Church)        | REFERRED to Workforce and OD Committee for information.                                                                                                                                                                                                        | Referral       | Incoming Referral | Digital IM (Andrew Griffiths)               | Executive Director of Workforce and OD (TR) | Dec-26 | The referral will be reviewed at the December WOD Committee meeting                                                                                                      | Underway (with update) |