

CHAIR'S KEY ISSUES

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

PART A:

ORIGINATING BOARD / COMMITTEE / TASK & FINISH GROUP:		People Organisation and Development Committee	DATE OF MEETING ISSUE RAISED:	25 October 2018	
CHAIR:		Diane Leacock and Laurence Collins	LEAD EXECUTIVE DIRECTOR:	Clare Edmondson	
Agenda Item No.	DETAILS OF ISSUE:	FOR APPROVAL / ESCALATION / ALERT/ ASSURANCE / INFORMATION?	RISK REGISTER / BAF REFERENCE	PAPER ATTACHED √	
45/18	<p>Chair's Key Issues Feedback from Board</p> <p>The Committee had read the referrals from the other board assurance committees and they would be followed up.</p>	Assurance		N	
59/18	<p>Freedom to Speak Up Guardian – Staff Engagement</p> <p>The Committee asked for the different elements of various staffing issues to be looked at by Trust Executives and for this to then be discussed in full at the December Board meeting. A report is to be brought back to People Organisation and Development Committee by the CEO or Managing Director, supported by the Director of HR.</p>	Information and Assurance		N	

<p>46/18</p>	<p>Workforce Dashboard/Performance Report</p> <p>The Committee received the ESNEFT Workforce Dashboard report and noted downward trends on staff turnover/sickness, job planning challenges and high agency costs.</p>	<p>Assurance</p>		<p>N</p>
<p>54/18</p>	<p>Innovation Presentation</p> <p>The Committee received a presentation from the Director of Strategy, Research and Innovation regarding a progress update on showcases held and partnerships with academic institutions and external companies.</p> <p>It was suggested that we should celebrate the exceptional work achieved with communications around innovation successes. These were also felt to motivate existing staff and encourage applications for future roles at the Trust.</p> <p>The Committee agreed that more support should be offered to help staff with funding and an application would be put to Charitable Funds Committee to apply for the monies earmarked for innovations.</p>	<p>Information</p>		<p>N</p>
<p>56/18</p>	<p>ESNEFT website update</p> <p>Excellent progress had been made on our website with much work haven taken place to be able to close the two 'legacy' sites for Colchester and Ipswich Hospitals in the coming months. We have had positive feedback from patients saying how easy they found the new website is to use. Much detailed work had been undertaken in considering which content on these two sites needs to be brought across, much of the legacy content is outdated and much of it is really for staff or colleagues rather than the communities we serve. We had renewed the licenses of both legacy websites for another year due to the dependencies on them both. There are many systems that have been set up over the years that run via each website and we will also rebuild all of these. The intranet (website for staff) is taking up a lot of the digital communications team time currently so we'll be looking at these systems next year.</p>	<p>Information and assurance</p>		<p>N</p>

60/18	Equality, Diversity and Inclusion Update The Deputy Director OD & HR presented a detailed updated from the Assistant Director of HR for the Committee's information. The timeline for the report is to be reported back to the Committee at its next meeting.	Assurance		N
DATE COMPLETED AND FORWARDED TO SEC OF RECEIVING BOARD / COMMITTEE / TASK & FINISH GROUP:				

PART B:

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