

**RAG Rating/Status**

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

**PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE**

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
<b>OPEN ACTIONS FOR REVIEW</b>								
PODC 3.1/2024.04.11	PODC 2024/7	JOB	Performance Assurance Dashboard	Data was being prepared for the Race Equality Standard to meet the required reporting from 31 March; JOB to bring this data to a future Committee once national reporting is complete.	<p>October update: request has been received to present this update at the February meeting. Request a change of date to February.</p> <p>June Update: The national summary of WRES data will be produced for publication at the end of July. Action to be moved to October meeting.</p>	09 July 2024	10/02/2024	On track
<b>OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE</b>								
PODC 3.3.1/2024.07.09	PODC 2024/16	NL	Strategic and Corporate Risk Register	The Committee questioned whether a draft of the workforce planning process would be shared with PODCOM to provide input, NL noted the work underway since the recruitment of a Workforce Planning manager and confirmed that the draft would be brought back to Committee before it was sent for approval and sign-off	October Update: The WFP process is underway with Directorates and update on progress will be provided in the Feb PODC meeting.	10 February 2025		On track
<b>ACTIONS RECOMMENDED TO BE CLOSED AT 21 October 2024 MEETING</b>								
PODC 3.2./2024.07.09	PODC 2024/15	JOB	Performance Assurance Dashboard	The Committee discussed how this data could be broken down into age or gender groups to determine any related health issues, and whether health issues related to stress or anxiety could be investigated. JOB agreed to bring a report on these findings to a future Committee meeting once analysis was complete.	October Update: Age/Gender data is available on the Directorate/Divisional dashboards. These are reviewed in Directorate SMT meetings. No trends have been identified. This action can now be closed	21 October 2024		Complete
PODC 3.4/2024.07.09	PODC 2024/18	RA	More Than Words Annual Report (2023/24)	The Committee questioned whether Welsh speaking staff were positioned in front-line roles or not. RA agreed to look into this and share further detail with members.□	October Update: Welsh Speaking staff are in frontline roles however additional work in underway in this area in line with the clinical consultation plan. This action can now be closed.	21 October 2024		Complete
PODC 3.5/2024.04.11	PODC 2024/13	NL	Cost of Living Report	The Committee suggested that more should be done to engage with third sector organisations beyond the WCVA* as this could provide a greater outreach ability to communities and vulnerable people than Public Health Wales could achieve on its own. NL accepted this point and agreed to work with other Executives to provide a response.	<p>October update: NL has discussed with the Executive team. The engagement with the third sector is underway. Suggest action closed on this basis.</p> <p>July update: Response expected by 31st July</p>	31 July 2024		Complete
PODC 3.3/2024.04.11	PODC 2024/11	CB	Managing Risk	CB agreed to bring forward a paper on the DBS check Safeguarding risk to a future Committee meeting.	<p>October Update: DBS check paper is on the agenda for the October meeting. Action to be closed.</p> <p>June Update: A verbal update will be provided at the meeting in 9 July, with a further written update to be provided on progress at the October meeting. request change of date to October</p>	09 July 2024	21 October 2024	Complete
PODC 3.4/2024.07.09	PODC 2024/17	NL/LB	Local Partnership Forum	NL also noted that an additional update concerning representatives at Board and Committee meetings would be at the next Private Board meeting.	October Update: an update was provided at the September Private Board meeting. Action to be closed on this basis.	21 October 2024		Complete