

PEOPLE ACADEMY 2023 - DRAFT

Item	Lead	Jan	Feb	Mar	Apr	May	Jun	Jul	Sep	Oct	Nov	Notes
Looking After Our People	Director of HR		x		x		x		x		x	
Belonging / Diversity Steering Group	Director of HR		x		x		x		x		x	
Workforce Growth and Transformation	Director of HR	x		x		x		x		x		Bi-monthly - Jan/Mar/May/Jul/Oct
People Academy Dashboard	Director of HR	x	x	x	x	x	x	x	x	x	x	
Workforce Report	Director of HR	x			x			x			x	Quarterly
High Level Operational Risks	Director of HR	x	x	x	x	x	x	x	x	x	x	
Board Assurance Framework - strategic risks relevant to the Academy	Board Secretary		x		x		x			x		NB updates in August and December to be circulated via e-mail
People Plan/Strategy workplan	Director of HR				x					x		6 monthly reports
Nursing Recruitment and Retention Plan	Chief Nurse		x						x			
NHS Staff Survey Results & Action Plan	Director of HR			x								
NHS Staff Survey Action Plan Updates	Director of HR						x			x		
Review of People Academy ToRs	Director of HR							x				
People Academy Annual Review	Director of HR							x				
People Academy Annual Report to Board	Director of HR				x							
People Academy Work Plan	Director of HR / Academy Chair	x	x	x	x	x	x	x	x	x	x	
Guardian of Safe Working Hours / Quarterly / Annual Report	Chief Medical Officer		x		xAR			x		x		
Equality Update (WRES/WDES)	Director of HR									x		Annual report, date subject to change pending availability of data
Gender Pay Gap	Director of HR		x									
FTSU Quarterly Report	Chief Nurse		x			xAR		x		x		
Nursing & Midwifery Staffing Review	Chief Nurse				x					x		
Medical Appraisal and Revalidation Annual Report	Chief Medical Officer						x					
Healthcare Worker Flu Vaccination Best Practice Assurance	Director of HR									x		
Review of GMC Survey Feedback	Chief Medical Officer/Director of Education								x			
Review of National Education & Training Survey (NETS) Feedback	Chief Medical Officer										x	
Education Annual Report	Chief Medical Officer				x							
Workforce Civility Update	Director of HR	x		x			x		x			Quarterly
Report / Minutes from Health & Safety Committee	Director of Estates & Facilities	x			x			x		x		Quarterly
Board Assurance Framework for Nurse Staffing	Chief Nurse			x					x			
Workforce Planning Submission	Director of HR	x										
Staff Story	Director of HR	x		x		x		x		x		
Act as One Programme Updates - People Perspective	Act as One Programme Directors											Quarterly - dates TBC
Bradford District & Craven People Committee Updates	Director of HR	x		x		x		x		x		Bi-monthly
Internal Audit Reports relevant to the Academy (information only unless there are exceptions to report)	Director of HR	x	x	x	x	x	x	x	x	x	x	
Violence Prevention & Reduction Standard	Director of Estates & Facilities		x					x				