



AGENDA ITEM

3.2.4 Appendix 7

CTM BOARD

HIGHLIGHT REPORT FROM THE PEOPLE & CULTURE COMMITTEE

DATE OF MEETING

26/05/2022

PUBLIC OR PRIVATE REPORT

Public

**IF PRIVATE PLEASE
INDICATE REASON**

Not Applicable - Public Report

PREPARED BY

Kathrine Davies, Corporate Governance
Manager

PRESENTED BY

Dilys Jouvenat, Independent Member/
Chair of the People and Culture
Committee/Nicola Milligan, Independent
Member/Vice Chair of the People & Culture
Committee

**EXECUTIVE SPONSOR
APPROVED**

Hywel Daniel, Executive Director for People

REPORT PURPOSE

FOR NOTING

ACRONYMS

None Identified.

1. INTRODUCTION

- 1.1 This report had been prepared to provide the Board with details of the key issues considered by the People and Culture Committee at its meeting on the 11 May 2022
- 1.2 Key highlights from the meeting are reported in section 2.

1.3 The Board is requested to **NOTE** the report.

2. PURPOSE OF THE PEOPLE & CULTURE COMMITTEE

2.1 The role of the People and Culture Committee is to advise the Board on all matters relating to staff and workforce planning of the Health Board, and enhance the environment that supports and values staff in order to engage the talent and nurture the leadership capability of individuals and teams working together to drive the desired culture throughout the health service to deliver safer better healthcare.

2.2 The Committee will also provide advice and assurance to the Board in relation to the direction and delivery of the organisational development and other related strategies to drive continuous improvement and to achieve the objectives of the Health Board's Integrated Medium Term Plan (IMTP).

3. HIGHLIGHT REPORT

ALERT / ESCALATE	<ul style="list-style-type: none"> There are no matters to escalate to the Board on this occasion.
ADVISE	<ul style="list-style-type: none"> The Committee received and noted a Presentation on the progress in relation to the Management Leadership Programmes being rolled-out across the Health Board. Two presentations were received and noted by the Committee on Employee Wellbeing and Employee Experience. The Committee commended the excellent work that had been undertaken to date and extended their thanks to the Teams. The Committee received a report and presentation on the Workforce Planning and Education Commissioning Programme. The Committee Noted the work undertaken to inform the Education Commissioning submission to HEIW including the high level themes. Noted the specific work happening in Pathology services and progress made to understand future workforce required to deliver

	<p>sustainable services. Noted the emerging modelling work to better forecast nursing and midwifery vacancies to inform the education pipeline and recruitment best practices and noted and endorsed the engagement of an expert critical friend to provide diagnostic analysis and advise on an approach to workforce planning that delivers our immediate needs and enables us to consider the opportunities for longer-term strategic workforce planning.</p>
<p>ASSURE</p>	<ul style="list-style-type: none"> • The Committee received the Workforce Metrics Report which provided key workforce metrics for October 2021 – March 2022, with historic trends. • The Committee received a report on the Employee Relations Update for the period October 2021 – March 2022. • The Committee received and noted the Inter-Committee Referral - Quality & Safety Committee. The Quality & Safety Committee referred issues in relation to Workforce Planning within Pathology, including Haematology and Immunology. This related to ongoing pressures and fragility of staffing within these three service areas. The Committee noted the range of actions identified to address the issues and any actions that could be taken to address recruitment issues being experienced in the short and medium term. The Committee noted that an update was provided on the actions taken to address these issues in Agenda Item 3.2.5 under Workforce Planning Issues. • The Committee received a report on the Organisational Risk Register for those matters where risks had a score of 15 or more assigned the Committee, noting actions taken to manage or mitigate those high-level risks. • A report on the Disclosure and Barring Service (DBS) was received. The Committee noted the report and Action Plan and timescales to roll-out the new process which aimed to significantly increase DBS compliance rates across the Health Board.



INFORM	<ul style="list-style-type: none">• The Committee Ratified the Pregnancy and Loss Policy approved under Chair's Urgent Action on the 11 November 2021.• The Committee Ratified the Flexible Working Policy approved under Chair's Urgent Action on the 11 November 2021.• The Committee Ratified the Industrial Injury Benefit Policy approved under Chair's Urgent Action on 20 January 2022.• The Committee Ratified the Carers Leave Policy approved under Chair's Urgent Action on the 20 January 2022.• The Committee Annual Cycle of Business for 2022-23 was Approved.• The People & Culture Committee Terms of Reference were noted by the Committee. Members noted that any suggestions amendments should be made via the Chair by the 31 May 2022.
APPENDICES	Not applicable.