	AGENDA ITEM
	3.2.3 Appendix 8

CTM BOARD

HIGHLIGHT REPORT FROM THE PEOPLE & CULTURE COMMITTEE

DATE OF MEETING	29/07/2021

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
EXECUTIVE SPONSOR APPROVED	Hywel Daniel, Executive Director for People

REPORT PURPOSE	FOR NOTING

ACRONYMS	
	None Identified.

1. PURPOSE

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 14 July 2021.

1.2 Key highlights from the meeting are reported in section 2.

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

2.   HIGHLIGHT REPORT

ALERT / ESCALATE	• There are no matters to escalate to the Board on this occasion.
ADVISE	• The Committee **received** a **Presentation** on **Employee Experience and Wellbeing** • The Committee **received** a **Presentation** on **Equality, Diversity and Inclusion** which included highlights from the Equality Annual Report 2020/2021 and Welsh Language Standards Annual Report 2020/21 • A report was **received** on the **Corporate Health Standard.** Members were pleased to **note** the retention of the Gold Health Standard.
ASSURE	• The Committee **received** the **Metrics Report** which provided key workforce metrics for April / May 2021, with historic trends. • The Committee **received** a report on the **Disclosure and Barring** which provided an update on the current position in terms of compliance. • The Committee **received** a report on the topic of **Medical Workforce and Efficiency** which provided an update to the committee on the current situation in medical workforce and the medical efficiency work streams, projects and overall department. Members agreed after this initial combined submission, there will be a report submitted to the committee at every meeting, with the alternating titles of Medical Workforce and Medical Efficiency. . • 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. It was noted that the Organisational Risk Register would continue to evolve as it was embedded within the organisation.

INFORM	• The Committee:
	• **Ratified the adoption of the all-Wales Respect and Resolution Policy and FAQs** that were approved under urgent Chairs Action following the April 2021 meeting.
	• **Approved the Shared Parental Leave Policy**
	• **Approved the Committee Annual Report for 2020-21**
	• **Noted the Committee Self-Assessment Improvement Plan.**
	• **Approved the Equality Annual Report for 2020-21.**
	• **Approved the Welsh Language Standards Annual Report for 2020-21**
	• **Noted the Committee's updated Annual Business Cycle**
	• **Noted the Annual Review of the Committee's Terms of Reference** (with no changes)
	• **Noted the development of a Procedure for Dealing with Anonymous Communications** (which would be approved via the Management Board)
APPENDICES	Not applicable.