

## **Agenda**

### **People & Culture Committee**

**Date** 28.10.20  
**Time** 14:00 – 16:00  
**Location** Virtual Teams Meeting  
**Chair** Jayne Sadgrove

#### **1. PRELIMINARY MATTERS**

Led by: Jayne Sadgrove, Independent Member (Chair)

##### **1.1. Welcome & Introductions (oral)**

##### **1.2. Apologies for Absence (oral)**

##### **1.3. Declarations of Interest (oral)**

#### **2. CONSENT AGENDA**

Led by: Jayne Sadgrove, Chair

##### **2.1 ITEMS FOR APPROVAL**

##### **2.1 Minutes of the Meeting of the Committee held on 27 July 2020.**

##### **2.1.2 Policy Documents for Approval**

##### **2.2.0 FOR NOTING/ASSURANCE**

##### **2.2.1 Action Log**

Led by: Jayne Sadgrove, Chair

##### **2.1.2 Matters Arising:**

- Actions to improve attendance at 'Back to Work' training.  
Hywel Daniel, Executive Director of Workforce & OD (Interim)

### **3.0.0 MAIN AGENDA MATTERS FOR DISCUSSION**

#### **3.1.0 Terms of Reference**

Led by: Hywel Daniel

### **4.0.0 CULTURE & VALUES**

#### **4.1. Values & Behaviours Framework Update**

Led by: Hywel Daniel

#### **4.2 Presentation: Employee Wellbeing & Experience**

Led by: Claire Wright, Strategic Lead for Wellbeing & Employee Experience

#### **4.3 A Just and Learning Culture**

Led by: Karen, Wright, Assistant Director of Workforce

#### **4.4 Managing Equality Issues in relation to Covid-19**

Led by: Hywel Daniel

### **5. ORGANISATIONAL DEVELOPMENT AND CAPACITY (nil)**

### **6.0.0 PERFORMANCE REPORTING**

#### **6.1. Workforce Metrics Analysis**

Led by: Hywel Daniel

#### **6.2 Statutory & Mandatory Training Compliance Update**

#### **6.3 Overseas Nurse Recruitment Update**

Led by: Hywel Daniel

#### **6.4 Nursing Vacancy Position Report**

#### **6.5 Employee Relations Update**

Led By: Karen Wright

#### **6.6 Anonymous Concerns Process**

Led by: Hywel Daniel

#### **6.7 Organisational Risk Register – to follow**

### **7.0.0 STATUTORY COMPLIANCE (nil)**

**8.0.0 ITEMS TO NOTE FOR INFORMATION (nil)**

**9.0.0 HIGHLIGHT REPORT TO BOARD (oral)**

Members to identify issues from the meeting to include in the Highlight Report to the Health Board:

- For Escalation
- For Assurance
- For Advising
- For Information

**10.0.0 FORWARD WORK PLAN**

Led by: Hywel Daniel

**11.0.0 ANY OTHER BUSINESS**

(Prior Agreement by the Chair Required)

**12.0.0 DATE OF NEXT MEETNG: 27 January 2021.**