

People & Culture Committee

Mon 26 April 2021, 14:00 - 17:00

Virtual Meeting Via TEAMS



Agenda

14:00 - 14:00
0 min

1. Preliminary Matters

1.1. Welcome & Introductions

Jayne Sadgrove

1.2. Apologies (oral)

Jayne Sadgrove

1.3. Declarations of Interest (oral)

Jayne Sadgrove

14:00 - 14:05
5 min

2. Consent Agenda

Jayne Sadgrove

2.1. Items for Approval

2.1.1. Minutes of the Meeting held on 28 October 2020

Jayne Sadgrove

📄 2.1.1 unconfirmed Minutes P & C Cmt 28.10.20 (MHT4HDJS).pdf (17 pages)

2.1.2. Policies

All-Wales Special Leave Policy

All-Wales Recruitment & Retention Payment Protocol

Shared Parental Leave Policy

📄 2.1.2 Policy Approval Report.pdf (4 pages)

📄 2.1.2a AW Special Leave Policy.pdf (17 pages)

📄 2.1.2b App AW Recruitment & Retention Payment Protocol.pdf (12 pages)

📄 2.1.2c App Shared Parental Leave Policy.pdf (31 pages)

2.1.3. Board Committee Annual Business Cycle

📄 2.1.3 DRAFT P & Culture Cmt Cycle of Business 8.3.21.pdf (3 pages)

14:05 - 14:35
30 min

3. Main Agenda

3.1. Matters Arising (oral)

Jayne Sadgrove

3.2. Action Log

📄 3.2 Action Log P&CCmt.pdf (3 pages)

3.3. Organisational Risk Register

Cally Hamblyn

📄 3.3 Organisational Risk Register P&C Committee - Cover Paper.pdf (4 pages)

📄 3.3 Appendix 1- Organisational RR Rated 15+.pdf (3 pages)

3.4. Medical & Dental Rostering (Internal Audit Report)

Dom Hurford attending to present.

Referral from Audit & Risk Committee

📄 3.4 IA Review Medical & Dental Rostering - Limited Assurance - ARC August 2020.pdf (38 pages)

14:35 - 15:30 4. Culture & Values

55 min

4.1. Values & Behaviours Update

Michelle Hurley-Tyers

📄 4.1 Values & Behaviours .pdf (10 pages)

📄 4.1 App 1.1 - Values Cafes Insights.pdf (8 pages)

4.2. Presentation - Cultural Change in Maternity, Neonatal and Child & Adolescent Mental Health Services

(to follow)

Val Wilson, Director of Midwifery, Gynaecology & Sexual Health, Jane O'Kane, Neonatal Improvement Director and Ana Llewellyn, Director of Nursing, Bridgend Integrated Locality Group.

15:30 - 15:35 5. Comfort Break (5 mins)

5 min

15:35 - 15:50 6. Organisational Development & Capacity

15 min

6.1. Management & Leadership Development

Michelle Hurley-Tyers

📄 6.1 Leadership Mgt Development V2.pdf (11 pages)

15:50 - 16:50 7. Performance Reporting

60 min

7.1. Statutory & Mandatory Training Compliance

Michelle Hurley-Tyers

📄 7.1 Stat_Man Compliance Update 260421.pdf (7 pages)

📄 7.1 Appendix 1 - Summary of Key Actions.pdf (3 pages)

7.2. Metrics Report

Hywel Daniel

 7.2 Metrics Report v1 (002).pdf (8 pages)

7.3. Overseas Nurse Recruitment

Hywel Daniel

 7.3 Overseas Nursing Report.pdf (3 pages)

7.4. Internal Audit

Hywel Daniel

7.4.1. Internal Audit Work Plan 2021/22

 7.4 IA CTM Internal Audit Plan 2021.22 - Final ARC 13 April 2021.pdf (36 pages)

7.4.2. Internal Audit Report - Medical Agency Usage

 7.4 IA Medical Agency Usage Findings & Mgt Actions.pdf (28 pages)

7.4.3. Audit Tracker

 7.4 Internal Audit Tracker.pdf (9 pages)

16:50 - 16:50 **8. Highlight Report To Board (oral)**
0 min

Jayne Sadgrove

16:50 - 16:55 **9. Committee Forward Work Programme**
5 min

Jayne Sadgrove

Discussion to include the possible invitation of ILGs to attend future meetings and any other topics or sources of assurance to include.

 9. Future Work Programme 2020-2021 updated 17.3. & 7.4.21.pdf (2 pages)

16:55 - 17:00 **10. Any Other Business (oral)**
5 min

Jayne Sadgrove

17:00 - 17:00 **11. Date of Next Meeting: 14 July 2021.**
0 min