

People & Culture Committee

Wed 11 May 2022, 09:30 - 12:30

Virtual Via MS Teams



Agenda

09:30 - 09:30 1. PRELIMINARY MATTERS

0 min

Chair

1.1. Welcome & Introductions

Chair

1.2. Apologies for Absence

Chair

To Note

1.3. Declarations of Interest

Chair

To Note

09:30 - 09:30 2. CONSENT AGENDA

0 min

2.1. Items For Approval


2.1.1. Unconfirmed Minutes of the Meeting held on 13 October 2021


 2.1.1 Unconfirmed Minutes 13.10.21 P&C Committee 11 May 2022.pdf (12 pages)

2.1.2. Committee Ratification of Chairs Action - Pregnancy and Loss Policy

Chair

For Ratification of Chairs Action

 2.1.2 Pregnancy & Loss Policy Cover Report P&C Cmt 11.5.22 wpj.pdf (3 pages)

 2.1.2a Pregnancy and Loss Policy P&C Committee 11 May 2022.pdf (15 pages)

2.1.3. Committee Ratification of Chairs Action - Flexible Working Policy

Chair

For Ratification of Chairs Action

 2.1.3 Flexible Working Policy Cover Report P&C Committee 11 May 2022.pdf (3 pages)

 2.1.3a Flexible Working Policy P&C Committee 11 May 2022.pdf (22 pages)

2.1.4. Committee Ratification of Chairs Action - Industrial Injury Benefit

Chair

For Ratification of Chairs Action



 2.1.4 Industrial Injury Policy Cover Report P&C Committee 11 May 2022.pdf (3 pages)

 2.1.4a Industrial Injury Benefit Policy P&C Committee 11 May 2022.pdf (17 pages)

2.1.5. Committee Ratification of Chairs Action - Carers Leave

Chair



For Ratification of Chairs Action

-  2.1.5 Carer's Leave Policy Cover Report P&C Committee 11 May 2022.pdf (3 pages)
-  2.1.5a Carers Leave Policy P&C Committee 11 May 2022.pdf (20 pages)

2.1.6. Committee Annual Cycle of Business 2022-23

Georgina Galletly


For Approval

-  2.1.6 Annual Cycle of Business Cover Report P&C Committee 13 May 2022.pdf (2 pages)
-  2.1.6a Draft Annual Cycle of Business 2022-23 P&C Committee 11 May 2022 v2.pdf (3 pages)

2.1.7. Review of Standing Orders - Committee Terms of Reference

Georgina Galletly

For Noting/Review

-  2.1.7 Terms of Reference Cover Report P&C Committee 11 May 2022.pdf (2 pages)
-  2.1.7a Appendix 1 TORs P&C Committee 11 May 2022.pdf (10 pages)

2.2. Items for Noting

2.2.1. Inter Committee Referral - Quality & Safety Committee

Chair

The Quality & Safety Committee referred Issues in relation to Workforce Planning within Pathology, including Haematology and Immunology. It was referred because the Committee had been alerted to ongoing pressures and fragility of staffing within these three service areas. The Committee were asked to look at short term planning in order to address the issues and any actions that could be taken to address recruitment issues being experienced in the short and medium term.

An update is provided on the actions taken to address these issues in Agenda Item 3.2.5 under Workforce Planning Issues.

For Noting

2.2.2. Committee Terms of Reference

Georgina Galletly

For Noting

2.2.3. Action Log - to follow

Chair

For Noting

09:30 - 09:30
0 min



3. MAIN AGENDA

3.1. Governance

3.1.1. Organisational Risk Register

Georgina Galletly

For Discussion/Review

-  3.1.1a- Organisational Risk Register March 2022- Cover Paper -P&C May 22.pdf (4 pages)
-  3.1.1b Appendix 1 - Master Organisational Risk Register - March 22 - to P&C May 22.pdf (4 pages)

3.2. INSPIRING PEOPLE

3.2.1. Disclosure & Barring Service Assurance

Karen Wright

For discussion/Noting

 3.2.1 Disclosure & Barring Service P&C Committee.pdf (7 pages)

3.2.2. Employee Relations Report

Karen Wright

For Discussion/Noting

 3.2.2 Employee Relations Activity PC Committee 11 May 2022 (003).pdf (8 pages)

3.2.3. Management Leadership & Development - to follow

Michelle Hurley-Tyers


For Discussion/Noting

3.2.4. Employee Experience & Wellbeing

Clare Wright / Rebecca Watkins

For Discussion/Noting

 3.2.4 Employee Experience P&C Committee 11 May 2022 v2.pdf (9 pages)

 3.2.4a Employee Wellbeing Presentation P&C Committee 11 May 2022.pdf (12 pages)

3.2.5. Workforce Planning and Education Commissioning Programme

Helen Watkins

For Discussion/Noting

 3.2.5 Workforce Planning Education Commissioning P&C Committee 11 May 2022.pdf (8 pages)

3.2.6. Workforce Metrics Report

Hywel Daniel

For Discussion/Noting

 3.2.6 Workforce & OD Metrics P&C Committee 11 May 2022.pdf (9 pages)

09:30 - 09:30
0 min

4. OTHER MATTERS

4.1. Committee Highlight Report to Board

Chair

4.2. Forward Work Plan

Chair

 4.2 Forward Work Plan P&C Committee 11 May 2022.pdf (2 pages)

4.3. Any Other Urgent Business

4.3.1. How Did We Do Today?

Chair

09:30 - 09:30
0 min

5. DATE OF NEXT MEETING

10 August 2022 at 9:30 am