

AGENDA ITEM

2.1.6

PEOPLE & CULTURE COMMITTEE
**RATIFICATION OF APPROVAL OF
NURSING AND MIDWIFERY ROSTERING POLICY**

Date of meeting	9 November 2022
FOI Status	Open/Public
If closed please indicate reason	Not Applicable - Public Report
Prepared by	Kathrine Davies, Corporate Governance Manager
Presented by	Wendy Penrhyn-Jones, Head of Corporate Governance
Approving Executive Sponsor	Executive Director for People
Report purpose	FOR APPROVAL

Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)		
Committee/Group/Individuals	Date	Outcome
Workforce Policy Review Group	27/07/2022	SUPPORTED
The Local Partnership Forum	13/09/2022	ENDORSED
Urgent Chair's Action – People & Culture Committee Members by Email	15/09/2022	APPROVED

ACRONYMS	

1. SITUATION/BACKGROUND

- 1.1 The purpose of the report is to present the Workforce and Organisational Development policy set out below.

2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)

2.1 Workforce Policy Review Group Policy

The Workforce Policy Review Group (WPRG) has developed the following policy in partnership. This Group is accountable to the Local Partnership Forum. The WPRG is responsible for developing and reviewing policies and procedures and where appropriate endorse them following the consultation process.

2.2 Nursing and Midwifery Rostering Policy

This is a new policy, which describes the standards required of nursing and midwifery staff within Clinical Department/Ward rosters within Cwm Taf Morgannwg University Health Board, to ensure a balance between the needs of the service and those of individual staff members. This principle is essential to the provision of safe and effective patient care and service delivery. The policy will be registered as a clinical policy and all future reviews/amendments to this policy will therefore be subject to the approval by the Quality & Safety Committee.

The policy is for use by all areas of the Health Board and applies to all nursing, midwifery and staff groups allied to the nursing and midwifery teams.

2.3 Unfortunately, the final version of this policy was not received in time for consideration at the People and Culture Committee on the 10th August 2022. In order that there was no delay in the adoption of this policy Dilys Jouvenat, as Chair of the People & Culture Committee, has agreed to this item being circulated to Committee Members for approval under Chair's Urgent Action.

2.4 A request was received for this to be considered for approval via Urgent Chair's Action and was circulated to Committee Members on 15th September 2022 by email for comment.

2.5 Such action requires support from the Committee Chair, two Independent Members of the Committee and the Executive Lead. This was gained on 16th September 2022 from the following:

- Dilys Jouvenat, Committee Chair
- Nicola Milligan, Committee Member
- Mel Jehu, Committee Member
- Hywel Daniel, Executive Director for People.



- 2.6 In line with Standing Order requirements this action needs to be ratified at the next scheduled meeting of the Committee and is presented here for that purpose.

3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE

- 3.1 The request for approval of this Policy under Chair's Urgent Action was actioned as per required processes as detailed above.

4. IMPACT ASSESSMENT

Quality/Safety/Patient Experience implications	There are no specific quality and safety implications related to the activity outlined in this report.
Related Health and Care standard(s)	Staff and Resources If more than one Healthcare Standard applies please list below:
Equality Impact Assessment (EIA) completed - Please note EIAs are required for <u>all</u> new, changed or withdrawn policies and services.	Yes Available from Claire Nicholas, Head of Policy Compliance and A4C
Legal implications / impact	Yes (Include further detail below) There could be legal implications if the policy is not adhered to, as identified, if applicable, within the policy.
Resource (Capital/Revenue £/Workforce) implications / Impact	There is no direct impact on resources as a result of the activity outlined in this report.
Link to Strategic Goals	Sustaining our Future

5. RECOMMENDATION

- 5.1 The People & Culture Committee is asked to **RATIFY** the **APPROVAL** of the CTMUHB Nursing & Midwifery Rostering Policy undertaken via Chair's Urgent Action as set out above.
- 5.2 The People & Culture Committee is asked to **NOTE** that once approved this will be registered as a clinical policy and all future reviews/amendments to this policy will therefore be subject to approval by the Quality & Safety Committee.