People, Organisational Development and Culture Committee (PODCC)

Thu 15 February 2024, 09:30 - 12:30

Ystwyth Boardroom/MS Teams

Agenda

09:30 - 09:45
15 min

1. GOVERNANCE

1.1. Apologies for Absence

Chair

1.2. Declarations of Interest

All

1.3. Minutes and Matters Arising from the meeting held on 11 December 2023

Chair

📄 1.3 Unapproved PODCC minutes 11 December 2023 v2 Final.pdf (16 pages)

1.4. Table of Actions from the meeting held on 11 December 2023

Chair

📄 1.4 PODCC 11 December 2023 Table of Actions Updated.pdf (1 pages)

1.5. PODCC Terms of Reference 2024

Joanne Wilson

📄 1.5 PODCC ToRs Review Feb 24 SBAR v1.pdf (3 pages)
📄 1.5 Appendix 1- Draft PODCC ToRs v7 for approval.pdf (9 pages)

1.6. Monitoring of Welsh Health Circulars

Joanne Wilson

📄 1.6 Monitoring of Welsh Health Circulars SBAR Feb 24.pdf (4 pages)

09:45 - 10:25
40 min

2. PEOPLE

2.1. Staff Story: Physicians Associates in Primary Care/GP Physicians Associate Report

Alex Maiello: Physician Associate Development Manager, Primary Care

📄 2.1 SBAR GP PA Development Programme PODCC Feb24.pdf (5 pages)

2.2. Discovery Report and Action Plan

Corinna Lloyd-Jones/ Elin brock

📄 2.2 PODCC Feb24 Discovery Report SBAR.pdf (7 pages)
📄 2.2 Appendix 1 - Final Report Discovery Staff Retention 2023 English Dec 2023 PDF.pdf (18 pages)

2.3. Apprenticeships Update

Claire Steel, Future Workforce Manager

📄 2.3 Apprenticeship Academy Driving Change SBAR Feb 2023.pdf (4 pages)
📄 2.3 Appendix 1 - Apprenticeship Report PODCC Feb 2023.pdf (36 pages)

10:25 - 10:40
15 min

3. CULTURE

3.1. Strategic Equality Plan and Objectives 2024-2028

Helen Sullivan

📄 3.1 SBAR Strategic Equality Plan 2024 2028 - PODCC Feb 2024.pdf (8 pages)
📄 3.1 Appendix 1 - Strategic Equality Plan 2024 - 2028 draft v7 for SPF and PODCC.pdf (31 pages)

10:40 - 11:05
25 min

4. PLANNING

4.1. Delivery against Planning Objectives aligned to PODCC: General Update

Lisa Gostling

📄 4.1 PODDC Planning Objective Update Report SBAR February 2024 v1.pdf (4 pages)
📄 4.1 Annex 1 Planning Objective Highlight Reports PODCC February 2024.pdf (6 pages)

4.2. Delivery against Planning Objectives aligned to PODCC: Deep Dive: PO 1a Recruitment Plan

Michelle James

📄 4.2 PO1a - Recruitment Plan Update- Deep Dive Feb 24.pdf (10 pages)

11:05 - 11:15
10 min

5. BREAK

11:15 - 11:30
15 min

6. PERFORMANCE

6.1. Performance Assurance and Workforce Metrics - Integrated Performance Assurance Report (IPAR)

Michelle James

📄 6.1 SBAR IPAR - PODCC Feb 2024.pdf (7 pages)
📄 6.1 Appendix 1 - IPAR.pdf (23 pages)

11:30 - 11:55
25 min

7. SUB-COMMITTEE UPDATE REPORTS

7.1. Research and Innovation Sub-Committee Update

Dr Leighton Phillips

📄 7.1 PODCC RI Sub Committee Report February 2024 FINAL.pdf (10 pages)
📄 7.1 Appendix 1 - Annual Review Meeting with HDUHB - 17.10.23 - Feedback Prof Kieran Walshe.pdf (4 pages)
📄 7.1 Appendix 2 - HCRW Annual Review 02.11.23 Response 21.12.23.pdf (4 pages)
📄 7.1 Appendix 3 v3 TI&I KPIs - Jan 2024.pdf (12 pages)

7.2. Strategic People Planning and Education Group (SPPEG) Update

Amanda Glanville

📄 7.2 PODCC SPPEG Report Update Feb 2024.pdf (3 pages)

11:55 - 12:15
20 min

8. FOR APPROVAL

8.1. Policies for Approval

Helen Sullivan/Heather Hinkin

📄 8.1a SBAR - Update to Interpretation and Translation Policy - Jan 2024 - APPROVED BY LG.pdf (5 pages)
📄 8.1a Annex 1 - 863 - Interpretation and Translation Policy.v3.pdf (11 pages)
📄 8.1a Annex 2 - 863-EqIA Interpretation and translation policy.pdf (15 pages)
📄 8.1b PODCC SBAR revised policies - Feb 24 V1.pdf (4 pages)

8.2. Outcome of the Advisory Appointments Committee

Michelle James

📄 8.2 PODCC AAC Paper Jan 24.pdf (4 pages)

12:15 - 12:15
0 min

9. FOR INFORMATION

PODCC Workplan 2024/25

📄 9.1 PODCC Work Programme 2024-25.pdf (3 pages)

12:15 - 12:25
10 min

10. MATTERS AND RISKS FOR ESCALATION TO BOARD

12:25 - 12:30
5 min

11. ANY OTHER BUSINESS

12:30 - 12:30
0 min

12. DATE OF NEXT MEETING: Thursday 11 April 2024

12.1. Date of Future Meetings

Thursday, 13 June 2024   Monday, 16 December 2024
Tuesday, 20 August 2024   Tuesday, 18 February 2025
Thursday, 17 October 2024