

People, Organisational Development & Culture Committee (PODCC)

Mon 19 June 2023, 09:30 - 12:30

Ystwyth Boardroom/Teams

Agenda

09:30 - 09:50
20 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 3 April 2023

Chair

 1.3 PODCC 3 April 2023 - UNAPPROVED Minutes DRAFT v4 FINAL.pdf (15 pages)

1.4. Table of Actions from the previous meeting held on 3 April 2023


Chair

 1.4 PODCC 3 April 2023 Table of Actions FINAL.pdf (4 pages)

1.5. PODCC Terms of Reference

Chair

 1.5 PODCC Updated ToR SBAR June 23.pdf (4 pages)

 1.5 Appendix 1 - PODCC Terms of Reference v5 for PODCC Approval June 2023.pdf (9 pages)

1.6. Monitoring of Welsh Health Circulars

Chair

There are no Welsh Health Circulars aligned to PODCC for this meeting

1.7. Corporate Risks Assigned to People, Organisational Development & Culture Committee (PODCC)

Rachel Williams

 1.7 SBAR PODCC Corporate Risk Report - June 2023 v4 CLEAN.pdf (7 pages)

 1.7 Appendix 2 - PODCC Corporate Risk Register - June 2023.pdf (10 pages)

1.8. Staff Story: Experience and Impact of Participation in Staff Networks

Anna Bird




Video

09:50 - 10:30
40 min

2. PEOPLE




2.1. Staff Experience: Transforming Staff Feedback into Positive Change Progress Report; and Integrated Action Plan/Staff Wellbeing Plan Update

Christine Davies

-  2.1 PODCC SBAR Staff Experience.pdf (9 pages)
-  2.1 Appendix 1 - Staff Experience - FINAL DISCOVERY REPORT ACTION PLAN JUNE 23.pdf (8 pages)
-  2.1 Appendix 2 - Staff Experience - SWBNS Report May 23.pdf (10 pages)



2.2. Medical Staff Recruitment Audit Update

Lisa Gostling

-  2.2 PODCC SBAR Medical Staff Recruitment June 2023.pdf (3 pages)
-  2.2 Appendix 1 Medical Staff Recruitment Audit.pdf (14 pages)
-  2.2 Appendix 2 Med Staff Rec Management Action plan.pdf (2 pages)




2.3. Staff Value and Appreciation

Robert Blake

-  2.3 Values and appreciation SBAR PODCC Update May 2023 V3.pdf (8 pages)
-  2.3 Appendix 1 - Values - You said, we did.pdf (2 pages)

2.4. Job Planning

Philip Kloer

-  2.4 SBAR Job Planning - PODCC paper June 2023.pdf (4 pages)
-  2.4 Appendix 1 - Job Planning Final Internal Audit Report.pdf (13 pages)
-  2.4 Appendix 2 - Job planning AQ correspondence process.pdf (1 pages)

2.5. Workforce Effectiveness (Agency Costings)

Daniel Owen

-  2.5 Workforce Effectiveness - Nursing Stabilisation SBAR v0.3 PODCC 190623.pdf (12 pages)

2.6. Working in Confidence Platform

Robert Blake

-  2.6 WIC SBAR May 23 - v2.pdf (10 pages)

2.7. Evaluation of Enhanced Pay

Michelle James

-  2.7 PODCC SBAR Enhanced Rate Evaluation June 2023.pdf (5 pages)

2.8. Educational Initiatives Uptake

Amanda Glanville

-  2.8 Educational Initiatives Uptake SBAR June 2023.pdf (6 pages)

10:30 - 11:00 **3. Culture**
30 min

3.1. BAME Advisory Group Update (Including: Bullying and Harassment)

Anna Bird/Steve Morgan/Heather Hinkin

-  3.1 BAME Update SBAR for PODCC - v1 AB 06.06.23.pdf (4 pages)
-  3.1 Appendix 1 - BAME Update 06.06.23.pdf (2 pages)

3.2. Welsh Language Annual Report 2022/23

Alwena Hughes Moakes

- 📄 3.2 Welsh Language Annual Report SBAR.pdf (4 pages)
- 📄 3.2 Appendix 1 Welsh Language Annual Report 2022- 2023 June.pdf (21 pages)

3.3. Welsh Language and Culture Discovery Report

Alwena Hughes Moakes

- 📄 3.3 Welsh Language and Culture Discovery SBAR.pdf (4 pages)
- 📄 3.3 Appendix 1 - Welsh Language and culture discovery report June 23.pdf (95 pages)

3.4. LGBTQ+ Plus Action Plan and Stonewall Assessment Update

Anna Bird/Helen Sullivan

- 📄 3.4 SBAR LGBTQ Action Plan June 2023.pdf (7 pages)
- 📄 3.4 Appendix 1 - Healthcare Section Actions LGBTQ+ action plan.pdf (8 pages)

11:00 - 11:10 4. BREAK

10 min

11:10 - 11:30 5. PLANNING

20 min

5.1. Planning Objectives: Update Report and Plans on a Page 2023/24

Lisa Gostling

- 📄 5.1 PODDC Planning Objective Update Report SBAR June 2023.pdf (5 pages)
- 📄 5.1 Annex 1 Planning Objective Plans on a Page.pdf (8 pages)
- 📄 5.1 Annex 2 Draft Planning Objective Highlight Report.pdf (1 pages)
- 📄 5.1 Annex 3 Draft Planning Objective Deep Dive Report.pdf (5 pages)

5.2. Planning Objectives: Armed Forces Annual Update

Anna Bird/Beverly Davies

- 📄 5.2 Armed Forces Update to PODCC - SBAR.pdf (4 pages)
- 📄 5.2 Appendix 1 - Armed Forces Year End Report 2023 - final.pdf (11 pages)

11:30 - 11:50 6. PERFORMANCE

20 min

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

Michelle James

- 📄 6.1 Performance Assurance Workforce Metrics SBAR.pdf (4 pages)
- 📄 6.1 Appendix 1 - Strategic Objectives 1A draft 30.5.23.pdf (11 pages)









6.2. Industrial Action: Feedback and Learning

Heather Hinkin

- 📄 6.2 SBAR - PODCC - IA Lessons Learnt - V2.pdf (4 pages)
- 📄 6.2 Appendix 1 - Industrial Action - Lessons Learnt Session - final.pdf (5 pages)

6.3. Health Education and Improvement Wales (HEIW): Quality Assurance Process

Philip Kloer

-  6.3 SBAR HEIW Targeted visits - PODCC paper June 2023.2.pdf (4 pages)
-  6.3 Appendix 1 - Action plan arising from the HEIW visit to Surgical Specialties GGH.pdf (8 pages)
-  6.3 Appendix 2 - Surgery at GGH HEIW Visit Report Nov 22.pdf (10 pages)
-  6.3 Appendix 3 - Surgery at GGH HEIW Visit Report March 22.pdf (13 pages)
-  6.3 Appendix 4 - GGH OG HEIW Visit Report Jan 23.pdf (11 pages)
-  6.3 Appendix 5 - Action Plan arising from the HEIW visit to OG GG5.pdf (5 pages)
-  6.3 Appendix 6 - BGH GIM Visit Report Jan 23.pdf (12 pages)
-  6.3 Appendix 7 - Action Plan arising from the HEIW visit to BGH.pdf (9 pages)

11:50 - 12:05

15 min

7. SUB-COMMITTEE UPDATE REPORTS

7.1. Research and Innovation Sub-Committee

Leighton Phillips

-  7.1 RI Subcommittee Report for PODCC 19 June 2023.pdf (6 pages)

7.2. University Partnerships Update

Leighton Phillips

-  7.2 PODCC - Uni Partnership Planning.pdf (5 pages)

12:05 - 12:20









15 min

8. CONTRACTUAL AND LEGISLATIVE CHANGES

Lisa Gostling

8.1. Corporate and Employment Policies

Heather Hinkin

-  8.1 PODCC SBAR revised policies - June 2023 - final.pdf (6 pages)
-  8.1 Appendix 1 - 299-RegistrationReRegistrationofHealthProfessionals-v7.pdf (16 pages)
-  8.1 Appendix 2 - 299-EqIA.pdf (6 pages)
-  8.1 Appendix 3 - Re-evaluation of pay band Policy 2023 FINAL DRAFT.pdf (7 pages)
-  8.1 Appendix 4 - Re-evaluation of Pay Band Agreement Form - March 2023 v0.1.pdf (1 pages)
-  8.1 Appendix 5 - Review Information Template and Agreement Form March 2023 v0.1.pdf (3 pages)
-  8.1 Appendix 6 - EqIA - 125 - Re-Evaluation of Pay Band Policy Procedure.pdf (4 pages)
-  8.1 Appendix 7 - 447-Staff Immunisation Policy.pdf (15 pages)

12:20 - 12:20

0 min

9. FOR APPROVAL

9.1. Outcome of Advisory Appointments Committee

Michelle James

-  9.1 SBAR AAC PODCC April - May 23.pdf (3 pages)

12:20 - 12:25

5 min

10. FOR INFORMATION

-  10.1 PODCC Work Programme 2023-24 v6.pdf (6 pages)

10.1. PODCC Workplan 2023/24

12:25 - 12:30
5 min

11. MATTERS FOR ESCALATION TO BOARD

12:30 - 12:30
0 min

12. DATE OF NEXT MEETING: Thursday, 17 August 2023

12.1. Dates of Future Meetings

Tuesday, 10 October 2023

Monday, 11 December 2023

Thursday, 15 February 2023