

**PEOPLE, ORGANISATIONAL DEVELOPMENT AND CULTURE COMMITTEE (PODCC)/ PWYLLGOR POBL, DATBLYGU SEFYDLIADOL A DIWYLLIANT  
17/02/2026**

**TABLE OF ACTIONS/TABL GWEITHREDOEDD**

Key: AC-Andrew Carruthers; HH-Heather Hinkin; NP-Neil Prior; SO-Sally Owen; TW-Tracy Walmsley

| MEETING DATE | MINUTE REF  | ACTION  | LEAD | TIME SCALE | PROGRESS  |
|--------------|-------------|---|------|------------|---|
| 17/02/2026   | PODCC(26)05 | <p>Assurance and Risk Report</p> <ul style="list-style-type: none"> <li>Risk Team to liaise with the Service Director for Allied Health Professions and Health Sciences (Sarah Quarrie) team to update overdue target risk score deadline date (Risk 2169) in Risk Report, and to feedback comments from the Committee on the risk score of 25 being exceptionally high.</li> </ul> | AC   | 30/04/2026 | <p>Complete</p> <p>Reviewed as requested: Risk 2169 (Adult WMS) was reviewed on the 28/01/2026 and 28/02/2026</p> <p>The score is justified by the risk matrix:<br/>Impact score of 5 criteria met:<br/>Loss of several key staff" (12.5% sickness absence rate including staff members on long term sick, one of whom had sited work related stress when handing in notice / other staff have reported they do not enjoy work and are seeking other employment - 1 resigned and left Jan 2026)<br/>"Non-delivery of key objective/service due to lack of staff" (single handed prescriber is raising concern re workload demand, (as per linked risk ID 2151), key objective of service cannot be delivered without a prescriber).<br/>Likelihood score of 5: this risk is "Expected to occur at least daily"<br/>This score remains unchanged as the impact is occurring daily.</p> |

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| 17/02/2026   | PODCC(26)05 | <p>Assurance and Risk Report</p> <ul style="list-style-type: none"> <li>• Risk Team to liaise with Planned Care team to provide an update on what may be the cause for Risk 2253: Risk of reduced workforce due to difficulty recruiting qualified specialist School Nurses.(brief written response to be provided in the Table of Actions)</li> </ul> | AC   | 30/04/2026 | <p>Complete</p> <p>Intel suggests that there has been no issues attracting/recruiting into the vacancies placed onto the Trac system. All vacancies advertised during the last 12 months have been filled/allocated as detailed below:</p> <p>Recruitment activity over the last 12 months suggests 14 vacancies of which:</p> <ul style="list-style-type: none"> <li>• 3 vacancies allocated to SSP;</li> <li>• 5 vacancies allocated for those completing their SCPHN course;</li> <li>• 5 vacancies advertised and filled;</li> <li>• 1 vacancy advertised then withdrawn by service as no longer required.</li> </ul> |
| 17/02/2026   | PODCC(26)08 | <p>Health Board Partnership Forum Update</p> <ul style="list-style-type: none"> <li>• To provide an update on work undertaken to improve forum attendance, with a deadline for achieving a solution. (brief written response to be provided in the Table of Actions)</li> </ul>  | HH   | 30/04/2026 | <p>Complete</p> <p>Discussions are ongoing with the TUs (latest discussion was 10.3.26) and a more formal meeting is now being arranged between LG/HH and the 5 TU leads to discuss further at one of their Tuesday catchup sessions.</p> <p>Discussion paper prepared for WOD SLT meeting on 05/05/26 (HH 23/04/26). Discussion paper shared with the TU Leads on 5.5.26. Agreed to add to agenda for the next SPF meeting on 13.5.26 and then for a special SPF Meeting to be arranged for a more detailed conversation. (Updated 6.5.26)</p>   |

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| 17/02/2026   | PODCC(26)08 | Health Board Partnership Forum Update<br><ul style="list-style-type: none"> <li>To review whether moving to monthly payments would make improve issues with lower paid staff leaving and ending up with overpayments, or make it worse.</li> </ul>            | HH   | 30/04/2026 | Complete<br>T&F Group set up and consultation with 65 staff began on 11.2.26. Consultation closed on 12.3.26. Less than 5 responses were received and this feedback is now being considered. Next steps to draft a report for Executive with a recommendation as to whether the weekly payroll is closed.<br><br>Implementation date has been pushed back due to additional time given to agree the report. Implementation now planned for September (HH 23/04/26). Report submitted to Executive Team for their consideration in May 2026. Awaiting decision.  |
| 17/02/2026   | PODCC(26)09 | Phase 2 CCG Organisational Restructure<br><ul style="list-style-type: none"> <li>To bring an update on full costs of the restructure to a future meeting.</li> </ul>  | AC   | 30/04/2026 | Complete<br>Forward planned on workplan for PODCC on 18 August 2026.  |
| 17/02/2026   | PODCC(26)20 | PO1: Workforce Stabilisation - Retention Plan<br><ul style="list-style-type: none"> <li>To analyse whether the specialties with retention issues align with the Clinical Services Plan (CSP) or other fragile services, and report back Committee.</li> </ul> | SO   | 30/04/2026 | Complete<br>In the 9 Services reviewed, the report was run to show turnover data between 01/06/2024 – 31/05/2025 (the end of May 2025, marking the commencement of the Public Consultation) and 01/06/2025 – 28/02/2026, across the 21 Speciality-related roles, headcount turnover fell more often than it rose, with a small number of roles increasing in turnover or staying the same.<br><br>It is important to caveat, that not all parts of the service structures have medical staff within them. Some of the groups are also not split further down in the structure, e.g. there is a level for General Surgery, but not specifically Emergency General Surgery. Full data set available on request. |

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| 17/02/2026   | PODCC(26)2<br>1 | PO1: Workforce Stabilisation - Workforce Education and Development Plan<br>• To submit a report on strengthening simulation learning to a future PODCC meeting                          | TW   | 30/04/2026 | Complete<br>Update 5.5.26: Forward planned on the PODCC Workplan for 18 August. 2026<br><br>01/04/26: Scoping work underway to inform a future committee report. Deep Dive submitted to PODCC February; Position Paper being developed for SPPEG to cover strategic approach for 2026/27. |
| 17/02/2026   | PODCC(26)2<br>5 | Workforce Policies for Approval<br>• To approve 2 further All-Wales policies through Chair's Actions before the next Committee meeting due to their implementation date of 1 April 2026 | NP   | 30/03/2026 | Complete<br>Approved via Chair's actions  |