



**PWYLLGOR DIWYLLIANT, POBL A DATBLYGU SEFYDLIADOL
PEOPLE, ORGANISATIONAL DEVELOPMENT & CULTURE COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	04 November 2025
TEITL YR ADRODDIAD: TITLE OF REPORT:	Committee Self-Assessment Outcome Report 2024/25 – Progress Update
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Eleanor Marks, PODCC Lisa Gostling, Executive Director of Workforce and OD/Deputy CEO
SWYDDOG ADRODD: REPORTING OFFICER:	Charlotte Wilmshurst, Assistant Director of Assurance and Risk

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The purpose of this report is to provide an update to the People, Organisational Development and Culture Committee (PODCC) on the actions agreed in response to the outcomes from the Self-Assessment 2024/25 process.

Cefndir / Background

In May 2025, the PODCC received a [report](#) which presented the outcomes of the Self-Assessment 2024/25 process. For PODCC, this involved:

- Short digital form which requested feedback on the following areas:
 - Governance and administration
 - Committee’s inputs
 - Conduct of Committee meetings
 - Interface with other Committees, including the Board
 - Committee’s impact
 - Individual role on Committee

The feedback from this form was considered alongside other information, such as:

- Matters alerted to the Board
- Independent Member (IM) Reflective sessions
- Auditor/Regulator feedback

The PODCC Chair and Lead Executive met to consider the Committee’s effectiveness to date based on responses from the above digital form and feedback from auditors/regulators and other intelligence on how the Committee currently operates, where it has made an impact and what it has shone a light on, and the areas where it could have done better.

Asesiad / Assessment

The table below provides an update in respect of the actions that were agreed in response to the outcomes of the PODCC Self-Assessment 2024/25:

Action	By whom	By when	Progress
To reshare the report writing Standard Operating Procedure and guidance with report authors.	Director of Corporate Governance/ CSO	Complete	Links to guidance are emailed with the call for papers. Corporate Governance training, which includes report writing, with Clinical Care Groups (CCGs) has been undertaken. This training and guidance will also form part of the new managers training (Bands 3 - 7) which is scheduled to start in early 2026.
Consider adopting a thematic approach where possible to prevent repetitions in discussions and streamline meeting agendas.	Director of Workforce and OD	Complete	Discussed at agenda setting meetings.
Consider including suggested areas of focus for 2025/26 on Committee Workplan	Director of Corporate Governance / CSO	Complete	Suggestions added to the workplan.

Argymhelliad / Recommendation

The Committee is asked to:

- **RECEIVE ASSURANCE** from the progress made against the actions being undertaken to improve its effectiveness.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	10.5 The Director of Corporate Governance/Board Secretary, on behalf of the Board, shall oversee a process of regular and rigorous self assessment and evaluation of the Committee's performance and operation including that of any Sub-Committees established. In doing so, account will be taken of the requirements set out in the NHS Effective Board Committees Guide
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Parthau Ansawdd:	Not Applicable

Domains of Quality Quality and Engagement Act (sharepoint.com)	
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	Not Applicable
Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	Terms of Reference Self-Assessment digital form results Auditor and Regulator feedback through Structured Assessment and Internal Audit reports
Rhestr Termau: Glossary of Terms:	Included within the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Strategaeth a Chynllunio Parties / Committees consulted prior to Strategy and Planning Committee:	Director of Corporate Governance/Board Secretary

Effaith: (rhaid cwblhau) Impact: (must be completed)

Ariannol / Gwerth am Arian: Financial / Service:	No direct impacts
Ansawdd / Gofal Claf: Quality / Patient Care:	No direct impacts
Gweithlu: Workforce:	No direct impacts
Risg: Risk:	No direct impacts
Cyfreithiol: Legal:	No direct impacts

Enw Da: Reputational:	No direct impacts
Gyfrinachedd: Privacy:	No direct impacts
Cydraddoldeb: Equality:	No direct impacts