

TABLE OF ACTIONS

People, Organisational Development & Culture Committee (PODCC) meeting held on 18.08.2022

| MINUTE REFERENCE | ACTION | LEAD | TIMESCALE | PROGRESS |
|------------------|---|--------|---------------------------|--|
| PODCC(22)74 | SELF-ASSESSMENT OF COMMITTEE EFFECTIVENESS - OUTCOME <ul style="list-style-type: none"> To discuss with the Board Secretary how best to include representation from professional groups at PODCC. | LG | 7 th Oct 2022 | It has been agreed that the Director of Therapies and Health Science will be invited to attend PODCC for specific agenda items related to their portfolio. The requirement to attend will be confirmed at each PODCC agenda setting meeting. |
| | <ul style="list-style-type: none"> To add staff stories as a standing agenda item on the PODCC work plan. | CSO | 1 st Sept 2022 | Complete |
| PODCC(22)78 | PRIMARY AND COMMUNITY WORKFORCE & OD PLANNING UPDATE <ul style="list-style-type: none"> For the next Primary Care report to PODCC to include care home and community workforce and the interface across a number of employers to understand this area of work | JP/CSO | 7 th Oct 2022 | Two reports have been forward planned on PODCC workplan, one relating to Care Homes and one relating to Community staffing. |
| | <ul style="list-style-type: none"> For the GP- Physicians Associate Development Manager to present a report on the GP Physicians Associate to a future PODCC meeting. | JP/CSO | 1 st Sept 2022 | Forward planned on PODCC workplan for February 2023. |
| | <ul style="list-style-type: none"> To confirm the number of the first cohort of GP trainees who have stayed beyond the first year. | JP | 7 th Oct 2022 | Unfortunately, this information is not currently available. |
| | <ul style="list-style-type: none"> To present a report on Primary Care Strategy for the retention and recruitment of staff to a future | JP/CSO | 1 st Sept 2022 | This is to be progressed via the Strategic People |

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| | PODCC meeting. | | | Planning & Education Group. This is included in the work of the Nursing Stabilisation Group updates will be provided periodically. |
| PODCC(22)79 | WORKFORCE EFFICIENCY <ul style="list-style-type: none"> To provide an update regarding staff accommodation in the estate's strategy following discussions with the Director of Estates, Facilities and Capital Management. | LG | 7 th Oct 2022 | With a shift of focus for overseas recruitment to fill vacancies per site. This will be further developed to try to secure suitable accommodation for other sites ahead of go live plans. |
| PODCC(22)80 | WORKFORCE PLANNING MODEL FOR HEALTH VISITORS <ul style="list-style-type: none"> To provide an update on how HDdUHB is influencing service delivery with our commissioners to ensure that we are receiving an equitable service. | BL | 7 th Oct 2022 | Work has commenced a review of the current workforce with the current service-level agreement process for Flying Start and this will involve an initial meeting with Health Board leads for commissioning etc; in order to support the meeting with each of the Local Authority (LA) teams for early years. There is currently an extension of Flying Start provision across all 3 of our LA's and the Health Visitor lead is central to these reviews and in developing the workforce requirements for our families across these areas. |

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| PODCC(22)84 | BILINGUAL SKILLS POLICY – UPDATE ON PROGRESS <ul style="list-style-type: none"> To discuss with Mrs Delyth Raynsford which common Welsh words and phrases should be available for staff and patients on wards. | AHM | 7 th Oct 2022 | A meeting has taken place to agree a list of words and phrases for staff and patients to be made available on wards. |
| PODCC(22)85 | ANTI RACIST WALES ACTION PLAN <ul style="list-style-type: none"> To present an update on the implementation of the Anti-racist Wales Action Plan to a future PODCC meeting | HS/CSO | 1 st Sept 2022 | Forward planned on PODCC workplan. |
| PODCC(22)86 | PERFORMANCE ASSURANCE & WORKFORCE METRICS <ul style="list-style-type: none"> To confirm the timeframe for the workforce intelligence dashboard to be available to directorates. | LG | 7 th Oct 2022 | The workforce intelligence dashboard is planned to be available to directorates by February 2023. |
| PODCC(22)91 | RESEARCH & INNOVATION SUB COMMITTEE REPORT <ul style="list-style-type: none"> To invite Dr Leighton Phillips to a meeting with the Director of Communications on how to promote research and innovation with staff and the public. | AG | 7 th Oct 2022 | Confirmation that Dr Leighton Phillips has been invited to the meeting planned for 21.10.2022 |
| PODCC(22)92 | CORPORATE & EMPLOYMENT POLICIES <ul style="list-style-type: none"> To include an update on any employment changes relating to Brexit to PODCC in October 2022. | HH | 7 th Oct 2022 | No changes as a result of Brexit in terms of employment law to report. |
| PODCC(22)93 | OUTCOME OF ADVISORY APPOINTMENTS COMMITTEE <ul style="list-style-type: none"> To confirm the AAC appointments omitted from the update to PODCC in August 2022. | SO | 7 th Oct 2022 | Complete – details included within the AAC update to PODCC in October 2022. |
| PODCC(22)96 | STRUCTURED ASSESSMENT 2022: PHASE 2 - CORPORATE GOVERNANCE AND FINANCIAL MANAGEMENT ARRANGEMENTS - ENGAGEMENT PLAN <ul style="list-style-type: none"> To feedback the observations raised by Mrs Judith Hardisty to Ms Helen Morgan-Howard, Interim Head of Transformation and Engagement Programme Office. | JW | 7 th Oct 2022 | Complete |

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| | <ul style="list-style-type: none"> Following the establishment of the Staff Engagement Group, to determine whether any implications for staff in terms of the Programme Business Case, should be presented to PODCC. | JW | 7th Oct 2022 | Reporting arrangements are through SDODC however if any items relate to PODCC from an assurance perspective these will be considered for future agenda items. |
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LG – Lisa Gostling

JP – Jill Paterson

BL -Bethan Lewis

AHM -Alwena Hughes-Moakes

HS-Helen Sullivan

AG-Amanda Glanville

HH-Heather Hinkin

SO-Sally Owen

JW – Jo Wilson

CSO – Committee Services Officer