

<b>Enw'r Pwyllgor / Name of Committee</b>	People, Organisational Development & Culture Committee (PODCC)
<b>Cadeirydd y Pwyllgor/ Chair of Committee:</b>	Mrs Chantal Patel, Independent Member
<b>Cyfnod Adrodd/ Reporting Period:</b>	Meeting held on 20 <sup>th</sup> October 2022
<b>Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:</b>	
<ul style="list-style-type: none"> <li>• <b>Staff Story: Feedback Following Long-Term Sickness-</b> the Committee received a staff story relaying the experience of an individual on long-term sick. It was acknowledged that the processes used when managing some issues, for example sickness absence or capability, could be stressful for all the staff involved. Members were advised that a review of processes and procedures related to employee relations, including sickness absence, had been undertaken. Members welcomed the review which had provided an opportunity to objectively consider the impact of those processes on employee relations.</li> <li>• <b>Deep Dive: Recruitment (Planning Objective (PO) 1F) -</b> the Committee received the Recruitment Deep Dive Discovery Report (PO 1F) in order to provide an update and assurance relating to the work underway to modernise the recruitment pathway. Members were pleased to note the inclusion of the Health Board's values and that professional development opportunities at HDdUHB were influencing new recruits. However, recognised that modernisation is still required which will be supported by key stakeholders, including NHS Wales. Members acknowledged the work to date and received assurance that the Health Board is proactively working towards improving the recruitment pathway for all applicants.</li> <li>• <b>Deep Dive: Making A Difference Customer Service Programme (PO 1H) -</b> the Committee received the Making a Difference – Progress Update (PO 1H) following the roll out of a new customer service training programme (Making a Difference). Members noted that whilst feedback from the sessions has been positive, the frequency and locations have changed due to rising costs. On analysis some staff groups have a low attendance rate, which could be due to a lack of capacity within teams. Members believed that the sessions are an opportunity for the workforce team to support all staff groups and requested that all staff are encouraged to attend.</li> <li>• <b>Planning Objectives Update -</b> the Committee received the Planning Objectives Update to demonstrate where progress has been made in delivering those Planning Objectives aligned to PODCC. In terms of PO 2M to <i>sustain and develop the Arts in Health Programme by March 2023 to promote and encourage the use of the arts in the healthcare environment to make a positive contribution to the well-being of our patients, service users and our staff</i>, Members were advised that the team are now working with partners following receipt of grant funding. In response to a query on PO 2A relating to commissioned services for unpaid Carers, it was noted that the timeline may need to be brought forward given the anticipated changes to funding streams through the Regional Integration Funding. Members received assurance on the current position in regard to the progress of the Planning Objectives aligned to PODCC.</li> </ul>	

- **Deep Dive: Diweddariad: Cam Darganfod yr Iaith Gymraeg a Diwylliant (PO 3N) - Progress update: Welsh Language and Culture Discovery Process (PO 3N)** - the Committee received an update on the Welsh Language and Culture Discovery Process which was launched at the 2022 National Eisteddfod in Tregaron. Whilst the progress in terms of Welsh Language can be evidenced, Members recognised that the culture aspect is more challenging to articulate. Given that the Health Board is named after King Hywel Dda, Members suggested that increasing the awareness of the Health Board's name should be considered in future recruitment campaigns.
- **Strategic People Planning and Education Group (SPPEG) (linked to Planning Objective 2D)** - the Committee received the Strategic People Planning & Education Group for review and approval. Following suggested changes by Members, it was agreed that the final version would be approved via Chairs Action.
- **Performance Assurance & Workforce Metrics (Planning Objective 1A)** - the Committee received the Performance Assurance & Workforce Metrics report to provide assurance of delivery against national delivery framework targets of the Workforce and OD agenda as of 31 August 2022. In terms of sickness absences, Members were advised that some wards are higher than others, however received assurance that this is monitored by the Director of Nursing, Quality and Patient Experience. In terms of Performance Appraisal Development Review (PADR) performance, Members enquired whether any quality audits have been undertaken. Assurance was received that line managers are encouraged to use SMART objectives for PADRs and that the workforce team randomly review PADRs in order to improve the process. Members commended the team for the improved metrics within the report.
- **Research & Innovation (R&D) Sub Committee Report and Deep Dive Research and Innovation: University Partnership Update (PO 3G)**- the Committee received the Research & Innovation Sub-Committee (R&ISC) update report following the meeting held on 12 September 2022. Members were advised that should the development of the West Wales Bio-resource Centre not to go ahead, this would result in a reduction in the number of biological samples produced. In terms of the identified research facilities in Bronglais Hospital (BH), Members expressed concerns due to the lack of funding for the IT upgrades needed prior to utilising the space. In recognition of the link between suitable research space and the ability to undertake high quality studies, it was agreed to escalate this concern to Board.

In terms of the Deep Dive Research and Innovation: University Partnership Update (PO 3G) it was noted that the Health Board continues to have strong links with each partner university including a number of honorary positions. In addition, the Health Board holds meetings with each university on a six-monthly basis, which have resulted in a number of new areas of partnerships being developed. It was agreed that these positive developments would be highlighted to the Board.

- **Contractual and Legislative Changes** - the Committee received the Contractual and Legislative Changes report to provide an overview of recent changes and proposed or potential changes that may also impact on the way we manage or

discharge our people responsibilities. Members expressed concern regarding the impact on staff and patients due to the potential industrial action given that UNISON had confirmed that it will be balloting its members between 27 October and 25 November 2022. This is in addition to other unions which have also begun to ballot members. In terms of potential changes to the Employment Bill, anyone employed on a zero-hour contract would have the right to request predictable hours in their contract after six months.

- **Revised Standards of Behaviour Policy 248** - the Committee received the Revised Standards of Behaviour Policy 248 for review. Members received assurance that Policy 190 - Written Control Document process has been adhered to and following no comments the policy was approved for inclusion on the Corporate Policy internet page.
- **Workforce Policies** - the Committee received the following workforce policies for review:
  - 1085 - Leave and Pay for New and Existing Parents Policy (combining Policy Numbers 128 and 127) and Summary Equality Impact Assessment
  - 438 – Shared Parental Leave Procedure
  - 158 - Redeployment policy and Summary EQIA has also been completed for this review.
  - 713 – Honorary Contracts Procedure and Summary EQIA has also been completed for this review.

Members received assurance that Policy 190 - Written Control Document process has been adhered to and following no comments the policies were approved for inclusion on the Corporate Policy internet page.

- **1103 – Performance Management Policy** – the Committee received the Performance Management Policy for review. Members received assurance that Policy 190 - Written Control Document process has been adhered to and following no comments the policy was approved for inclusion on the Corporate Policy internet page.
- **Outcome of Advisory Appointments Committee** - Committee received the Advisory Appointment Committee (AAC) report, providing an update on the outcome of the AACs held between 29 July 2022 and 3 October 2022. On behalf of the Board approved the appointments of:
  - Mr Cristian Soare, appointed to the post of Consultant in General Surgery/Laparoscopic Colorectal Surgery based in BH. Commencement date to be confirmed.
  - Dr Matthew Pickup, appointed into the post of Consultant in Paediatrics with an interest in Neonates based at Glangwili Hospital. Commencement date to be confirmed.
  - Mr Muhammad Abdelhaleem, appointed to the post of Consultant in Obstetrics and Gynaecology based at BH. Commencement date to be confirmed.

**Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer /  
Matters Requiring Board Level Consideration or Approval:**

- None

**Risgiau Allweddol a Materion Pryder /Key Risks and Issues/ Matters of Concern:**

- **Research & Innovation (R&D) Sub Committee Report** - concerns regarding the lack of funding for the IT upgrades needed prior to utilising the identified research space in BH, given that this will impact on the ability to undertake high quality studies.
- **Contractual and Legislative Changes** - concerns regarding the impact on staff and patients due to the potential industrial action following union ballots.

**Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /  
Planned Committee Business for the Next Reporting Period:**

**Adrodd yn y Dyfodol / Future Reporting:**

In addition to the items scheduled to be reviewed as part of the Committee's work programme, following up progress of the various actions identified above will be undertaken.

**Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:**

15<sup>th</sup> December 2022