

<b>Enw'r Pwyllgor / Name of Committee</b>	People, Organisational Development & Culture Committee (PODCC)
<b>Cadeirydd y Pwyllgor/ Chair of Committee:</b>	Professor John Gammon, Independent Member
<b>Cyfnod Adrodd/ Reporting Period:</b>	Meeting Held on 3 <sup>rd</sup> February 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>Carers Report</b> – The Committee received the Carers Report – Supporting Improved Outcomes for Unpaid Carers: Update on Planning Objective 2A, providing an update on the ongoing work that supports unpaid carers, including those staff who work for Hywel Dda University Health Board (HDdUHB) and have unpaid caring responsibilities in their home lives. The Committee received assurance from the encouraging work undertaken to date and recognised the challenges, in particular Welsh Government cost pressure implications for certain aspects of HDdUHB work in 2022/23.</li> <li>• <b>Development of People &amp; Culture Plans/ Cultures &amp; Principles of Engagement</b> – The Committee received the Cultures and Principles of Engagement report, building upon an In-Committee PODCC discussion in December 2021 and outlining how the Workforce &amp; OD teams will work with PODCC going forward. The culture change journey to collectively achieve a culture change and give the opportunity for <b>every day to be a good day</b> in HDdUHB was noted. The Committee was joined by the newly appointed team of Organisational Development Relationship Managers (ODRM), who each provided an insight into their working backgrounds and reasons for becoming ODRMs. Their passion and aspirations for the role were acknowledged and the Committee endorsed the proposed way of working with PODCC and the approach in terms of presenting future reports, with the expectation that the benefits and outcomes of this work will be evidenced short and long term.</li> <li>• <b>Making a Difference – Customer Service Programme</b> – The Committee received a report providing an update and assurance relating to the development of a customer service programme in order to develop excellent customer service across HDdUHB. The Committee noted that in response to the 2021/22 Planning Objective (PO) 1C – <i>design a training and development programme to build excellent customer service across the Health Board for all staff in public &amp; patient facing roles for implementation from April 2021</i>, the Education &amp; Development Team has been requested to design a training programme to build excellent customer service across HDdUHB for all staff in public and patient facing roles. The work undertaken to date was commended, recognising that appropriate consideration had been given to the anticipated challenges associated with the delivery of the programme, and the Committee received assurance from the progress made and impact anticipated.</li> <li>• <b>Black, Asian and Minority Ethnic (BAME) Dismissals</b> – The Committee was presented with the BAME Staff – Review of Dismissals over a 10 Year Period report, providing an update commissioned by the BAME Advisory Group for all dismissals relating to a member of the workforce from a BAME staff group to be reviewed over a 10 year period. It was noted that the review had been undertaken to identify any indication of disproportionate impact, and to provide confidence to the Advisory Board of the commitment to consider any evidence of disproportionate</li> </ul>	

action. Assurance was provided that no evidence of disproportionate impact based on the quantitative review of data had been found, however a number of recommendations were made to ensure more positive action could be taken to support BAME staff going through the disciplinary process. The Committee received assurance from the report whilst emphasising the importance of ensuring that the recommendations are monitored and fed back to PODCC.

- **Nursing & Midwifery Strategic Framework** – The Committee received the Nursing & Midwifery Strategic Framework report, noting that the commitment to the nursing profession across HDdUHB over a 5-year period had been launched at the Nursing & Midwifery ceremony in November 2021. The aim of the Nursing & Midwifery Strategic Framework is to empower the profession at all levels of practice, and to improve the safety and quality of services. The vision of HDdUHB is one of delivering excellent clinical services fit for current and future generation, with a focus on keeping people well to meet the priorities outlined within the Health and Care Strategy ‘A Healthier Mid and West Wales: Our Future Generations Living Well’. It was noted that key outcomes for success have been identified, which will allow the progression of the implementation process, i.e. ensuring that plans are executed and the benefits are realised. The pledge is to work alongside colleagues in Workforce & OD in delivering the vision of collective, compassionate and visible leadership across the profession. The focus will be upon *putting people at the heart of everything we do* and retaining staff by ensuring HDdUHB is the best place to work. The Committee noted the content of the Nursing & Midwifery Strategic Framework report together with the proposals for delivery and reporting arrangements.
- **Planning Objectives Update** – The Committee received the Workforce & Organisational Development Planning Objectives (POs) Update report, providing an update on the progress made in the development and delivery of the twelve POs aligned to PODCC, and received assurance on the current position. However it was agreed that in order to gain assurance moving forward, where there is a change in the current status of a PO, the factors impacting on a static or deteriorating position are identified, together with the action that is being taken to resolve the issues involved.
- **Performance Assurance & Workforce Metrics** – The Committee was presented with the Performance Assurance & Workforce Metrics report, including an update on workforce metrics as well as key performance indicators, which provide assurance of delivery against national framework targets and the 10-year Workforce, Organisational Development and Education Strategy 2020-2030. Members were pleased to note that the update on metrics and key performance measures presented has improved over recent months in comparison to previous reports presented to PODCC, with the report now including a much broader range of metrics and key performance measures around the entire Workforce & OD agenda. Members commended the detailed report in terms of gaining an understanding of the KPIs across HDdUHB.
- **Corporate Risks Allocated to PODCC** – The Committee was presented with the Corporate Risks Assigned to PODCC report, noting the one risk that is currently aligned (out of the 14 that are currently on the Corporate Risk Register) as the potential impacts of the risk related to the workforce – *Risk 1219 – Insufficient workforce to deliver services required for “Recovery” and the continued response to COVID-19*. The Committee noted that the risk score has increased from 15 to 20 since the previous report as the predictions associated with the latest COVID-19 wave led to an expectation of up to 30% of staff being unavailable for work at any one time due to sickness and self isolation, however this level of absence did not

materialise and therefore the risk score would be decreased at the next review. The Committee received assurance that all identified controls are in place and working effectively in respect of Risk 1219.

- **Research & Innovation Sub Committee Update Report** - The Committee received the Research & Innovation Sub-Committee Update Report following the meeting held on 10<sup>th</sup> January 2022. Members were pleased to note that following a lack of research leadership, a team of clinical leads have now been appointed. Discussions have also continued in terms of identifying suitable space to utilise for research, and it was pleasing to note that an interim solution in Aberystwyth had been identified in order for research nurses to undertake clinical interactions with patients. The work undertaken by the Research & Development Team was commended.
- **Corporate and Employment Policies** – The Committee approved the Interpretation & Translation Policy. It was further agreed that once confirmation is received on where the Equality, Diversity & Inclusion Policy has been presented for consultation, this can be approved via Chair's Action.
- **Outcome of Advisory Appointment Committee** - The Committee received the Advisory Appointment Committee (AAC) report, providing an update on the outcome of the AACs held between 23<sup>rd</sup> November 2021 and 20<sup>th</sup> January 2022 and approved the appointments of Dr Ihab Abbasi, Dr Hajra Shafiq and Dr Priyantha Kandanearachchi to the posts of Consultant in Obstetrics and Gynaecology based at Glangwili General Hospital (GGH), and Dr Froso Varvitsioti to the post of Consultant in Acute Medicine based at GGH, on behalf of the Board.

**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:**

None

**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:**

4<sup>th</sup> April 2022