

Enw'r Pwyllgor / Name of Committee	People, Organisational Development & Culture Committee (PODCC)
Cadeirydd y Pwyllgor/ Chair of Committee:	Mrs Chantal Patel, Independent Member
Cyfnod Adrodd/ Reporting Period:	Meeting held on 11 December 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Prif Bwyllgor / Key Decisions and Matters Considered by the Main Committee:	

Revised Annual Report and Self-Assessment Process for 2023/24

A report was submitted outlining the revised process to assess the Committee's effectiveness and for annual reporting to Board, in order to consider any amendments or omissions to ensure it remains fit for purpose.

A short digital questionnaire has been developed and will be issued at the end of January. A report on the outcome of the self-assessment process will then be submitted to the People, Organisational Development and Culture Committee in April 2024.

Workforce Plan, including Staff Story

The staff story was presented during the Workforce Plan agenda item.

Ms Bethan Lewis, Interim Assistant Director of Public Health joined the meeting and presented a staff story on her insights in working with the Workforce Planning team over the last 2 years in relation to the health visiting report, and her reflections on using the Workforce Regeneration Framework.

Currently, focus has been on the short to medium term. However, the focus now is on the next 5 to 10 years. There may be a challenge in workforce demand capacity versus the financial position and where the Health Board needs to succession plan to ensure that the skills of potential retirees is passed on, training continues, and a focus on how to retain staff.

It was highlighted that Health Education and Improvement Wales (HEIW) commission education, therefore although there may be universities interested in working with HDdUHB, if they are not commissioned by HEIW they are unable to do so.

GP Trainees Update

Dr Sion James presented a report outlining the findings of a survey run by the Primary Care Directorate to investigate whether the GPs Registrars qualifying in the HDdUHB area continued to work in the area after completion of training. It was noted GP numbers in Wales have fallen by 15% in the last 10 years. There has been difficulty in recruiting within some of the Health Board areas, particularly Ceredigion and Pembrokeshire.

The Communications team would look into publicising good news stories on trainee GPs who live and work in West Wales.

It was noted the Health Board works with schools to talk to children and young people about training as doctors, clinicians support young people to train and apply for medical schools. and conversations had been held with Swansea University regarding potential for a medical apprenticeship program.

BAME Advisory Group Update (including Anti-Racism Wales Action Plan)

Independent Member Winston Weir has taken over as Chair of the BAME Advisory Group following the retirement of Maria Battle.

It was noted a new diversity calendar for 2024 is being finalised and will be shared widely throughout the Health Board.

It was noted that updates had been made to the Anti-racist Wales Action Plan, and 'Introduction to anti-racism' training had been delivered at the Board development session on 26 October.

Delivery against Planning Objectives aligned to PODCC (Planning Objectives Update): Deep Dive: PO 5b: Research and Innovation

The aim of the Planning objective is to deliver priority actions associated with the third year of the Research and Innovation (R&I) Strategy (2021-2024) and associated TriTech Business Plan. Eight priority actions were agreed for 2023/24. There are 6 delivery teams that feed into the planning objective. The deep dive outlined key achievements by R&I so far and outlined next steps.

Performance Assurance and Workforce Metrics - Integrated Performance Assurance Report (IPAR)

The Performance Assurance and Workforce Metrics - Integrated Performance Assurance Report (IPAR) was presented which provides assurance on delivery against national delivery framework targets.

Key points highlighted included a 28% reduction in the number of Allied Health Professional (AHP)/ Healthcare Staffing Solutions (HSS) agency workers engaged with the Health Board since April 2023.

The rolling 12 months sickness remains static at approximately 6.2%. There had been an increase in October from September, however, November's figures show a decrease compared to October and the response rates to staff surveys.

Research and Innovation Sub-Committee Update

The Research and Innovation Sub-Committee (R&ISC) met on 11 September 2023 and an Extra-ordinary R&ISC was held on 6 November 2023. The report presented provide an update on Research and Development (R&D), TriTech and Innovation Group (TIG) and University Partnership activities as well as governance, and the subsequent financial positions for assurance.

A number of items were highlighted for consideration by the PODCC.

Policies for approval

- The following policies were approved for publication and use within the Health Board:-
 - 129 – Time off for medical and dental appointments
 - 311 – Domestic Abuse and Sexual Violence
 - 313 – Study Leave for Medical & Dental Staff
 - 333 – Bilingual Skills
 - 511 – Carers
 - 935 – Ethical Employment
- Minor changes to the following policies were approved:-
 - 107 – Volunteers
 - 713 – Honorary Contracts
 - 1179 – Developing New Clinical Roles
- The Committee approved the extension of the following policies to 31 March 2024:-
 - 042 – Preceptorship
 - 558 – Medication Errors
 - 121 – Relocation Expenses
- Removal of the following policies was approved
 - 582 – Term Time Working
 - 126 – Work/Life Balance/Flexible Working Policy
- The Committee agreed to adopt the new All Wales Flexible Working Policy.

Contractual and Legislative Changes

An annual report was presented which provided an overview of the contractual and legislative changes that may impact the workforce and the Health Board's approach to people management, policies, procedures and terms and conditions of employment.

There was a discussion on the Government's recent announcement on immigration changes. It was clarified that there is an exemption within the NHS, therefore staff will continue to be able to bring family members to the UK.

Outcome of Advisory Appointments Committee

The Committee received the Advisory Appointment Committee (AAC) Report providing an update on the outcome of the AACs held between 17 March and 24 May 2023.

The following appointment was made at a recent AAC meeting, and requires PODCC's approval on behalf of the Board:

- Mr Gianluca Bruno Scotta, Ear, Nose and Throat Consultant

**Materion Allweddol a Ystyriwyd gan y Pwyllgor Mewnol:
Key Matters Considered by the In-Committee:**

- No In-Committee meeting took place.

**Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar eu 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, progress on identified actions will be followed up.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

15 February 2024