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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



		Agenda Item	5.3 (iii)
Freedom of Information Status		Open	
Reporting Committee	Workforce and Organisational Development (OD) Committee		
Author	Liz Stauber, Committee Services Manager		
Chaired by	Tom Crick, Independent Member		
Lead Executive Director (s)	Hazel Robinson, Director of Workforce and OD		
Date of last meeting	23 April 2019		
Summary of key matters considered by the committee and any related decisions made.			
Workforce and OD Framework – members considered the latest draft of the framework and were invited to submit comments for onward consideration by the Board. The final iteration is on the board agenda for approval.			
Key risks and issues/matters of concern of which the board needs to be made aware:			
Workforce Risks – the capacity of the workforce function remained the biggest risk but short-term investment had been made for the last reporting period. A new risk had been added for the April 2019 meeting in relation to the impact of the HMRC (Her Majesty’s Revenue and Customs) changes to pensions which was leading to doctors withdrawing from the scheme as well as some senior agenda for change staff Members noted that the Footprints programme had been shortlisted for a national award.			
Deep Dive: Personal Appraisal and Development Reviews Compliance – members received a deep dive into compliance with personal appraisal and development reviews (PADR). In comparison with other health boards, Swansea Bay University Health Board was 2% below average in terms of compliance. However, when broken down, every staffing group except estates and facilities was above average. Morriston Hospital had a compliance of 65% and the others more than 70%. Members expressed concern and stated that if the health board was serious about its values framework, compliance with PADRs was core, as staff should have the opportunity to meet with managers once a year to discuss their development. It was agreed quarterly updates would be received.			
Delegated action by the committee:			
Workforce and OD Committee Terms of Reference – these were approved (appendix one)			
Workforce and OD Committee Annual Report – this was approved (appendix two)			
Main sources of information received:			
Workforce Metrics – a report outlining performance against a number of key workforce metrics, such as sickness absence and compliance with mandatory and statutory training, was received with agreement made to receive a deep dive on compliance with personal appraisal and development reviews (PADRs).			

Medical Agency Cap – members noted that compliance with the cap continued to improve.

Medical Recruitment Strategy – quarterly updates were to be received on progress against the strategy from June 2019.

Directors of Nursing Forum: National Efficiency Framework – a report outlining the data provided from the all-Wales Directors of Nursing forum in relation to the national efficiency framework was noted.

HIW KW Action Plan - a report setting out progress against the action plan following Healthcare Inspectorate Wales (HIW) review of the KW case was received and noted.

Highlights from sub-groups reporting into this committee:

Reports were received from:

- Vacancy Control Panel;
- Nursing and Midwifery Board;
- Medical Workforce Board.

Matters referred to other committees

No matters were referred to other committees.

Date of next meeting

28th May 2019