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Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



		Agenda Item	2.1 (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	30 October 2019		
Summary of key matters considered by the committee and any related decisions made.			
<ul style="list-style-type: none"><li>• <b>High Value Opportunities</b> – members considered the high value opportunities in relation to nursing, therapies and medical staff and noted progress was being made across all three workstreams.</li></ul>			
Key risks and issues/matters of concern of which the board needs to be made aware:			
<ul style="list-style-type: none"><li>• <b>Workforce Risks</b> - capacity of the workforce function remained the highest risk and a members felt this now needed to be a board discussion in order to develop the plan for the next five years. The chair raised this at the chair’s advisory group.</li><li>• <b>Compliance with Personal Appraisal and Development Reviews (PADRs) and Statutory and Mandatory Training (estates)</b> – members received an update as to the work to improve compliance with mandatory training and personal appraisal and development reviews (PADRs) within estates. While an improvement had been evident and the challenges with capacity to be able to release staff were recognised, the committee was concerned by the lack of significant progress given this was a tier one national target. It was agreed an update be received in relation to compliance for both estates and hotel services be received in December 2019.</li><li>• <b>Occupational Health</b> – while significant improvements had been made and the workforce model reengineered to be based around allied health professionals working to the top of licence so doctors only saw the cases which needed such input, it was noted that the external funding supporting the service was to cease in March 2020 which was a significant risk.</li></ul>			
Delegated action by the committee:			
No delegated action was taken by the committee.			
Main sources of information received:			
<ul style="list-style-type: none"><li>• <b>Workforce Metrics</b> – a report outlining performance against a number of key workforce metrics, such as sickness absence and compliance with mandatory and statutory training, was received.</li><li>• <b>Medical Agency Cap</b> – members noted that there had been some improvement in both compliance and expenditure.</li><li>• <b>Health Inspectorate Wales KW Action Plan</b> – this was received and noted.</li><li>• <b>Workforce Framework and Medical Recruitment Strategy</b> – updates on the workforce</li></ul>			

<p>framework and medical recruitment strategy were received.</p> <ul style="list-style-type: none"> <li>• <b>PADR/Pay Progression</b> - a report setting out the process for pay progression in-line with completion of PADRs was received, with a further update scheduled for quarter one of 2020-21;</li> <li>• <b>Nurse Staffing Act</b> – members noted that paediatrics, mental health and district nursing were some of the areas due to go live next and pressure ulcers and falls were reducing on wards compliant with the act.</li> </ul>	
<b>Highlights from sub-groups reporting into this committee:</b>	
<p>Reports were received from:</p> <ul style="list-style-type: none"> <li>- Workforce and OD Forum;</li> <li>- Vacancy Control Panel;</li> <li>- Nursing and Midwifery Board;</li> <li>- Medical Workforce Board.</li> </ul>	
<b>Matters referred to other committees</b>	
No matters were referred to other committees.	
<b>Date of next meeting</b>	17 <sup>th</sup> December 2019