



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board

**Meeting Of Workforce and OD Committee**  
**Thursday, 13<sup>th</sup> October 2022 at 11:30am – 1:35pm**  
**Via Microsoft Teams**

**AGENDA**

Item No:	Topic	Lead/Attachment	Timings	Purpose
<b>PART 1. PRELIMINARY MATTERS</b>				
1.1	Welcome and Apologies	Chair (verbal)	11:30am	Noting
1.2	Declarations of Interest	Chair (verbal)		Noting
1.3	To receive and approve the minutes of the previous meeting	Chair (attached)		Approval
1.4	To receive and consider any matters arising not otherwise on the agenda: <ul style="list-style-type: none"> <li>- New and expectant mother's procedure (referred from Health and Safety Committee)</li> <li>- Level two infection control training not being mandatory on ESR for clinical staff (referred from Quality and Safety Committee)</li> </ul>	Chair  (attached)   (verbal)		Assurance
1.5	To receive the action log	Chair (attached)		Noting
1.6	To note the work programme	Chair (attached)		Noting
<b>PART 2. GOVERNANCE, RISK AND CONTROLS</b>				
2.1	To note the Guardian Service Bi-annual update	Director Workforce and OD	11:40am	Assurance
2.2	To receive a verbal update on culture and values to include: <ul style="list-style-type: none"> <li>- Staff Engagement</li> <li>- Big Conversations</li> <li>- Anti-Racist Action Plan</li> <li>- LOV Awards</li> </ul>	Director Workforce and OD (Verbal)	11:50am	Discussion



2.3	To receive a verbal update on E-Rostering	Director Workforce and OD (Verbal)	12pm	Assurance
2.4	To ratify the Anti-racist Action Plan	Director Workforce and OD (attached)	12.05pm	Ratification
<b>PART 3. WORKFORCE PERFORMANCE</b>				
3.1	To receive a report on Workforce Recruitment and Retention	Director Workforce and OD	12.15pm	Assurance
3.2	To receive a report on the Workforce Metrics and key performance indicators to include: <ul style="list-style-type: none"> <li>- Statutory and mandatory compliance, PADR compliance and sickness</li> <li>- The metrics review</li> <li>- Covid-19 Update</li> </ul>	Director Workforce and OD	12.25pm	Noting
3.3	To receive the caring for carers report	Director Workforce and OD	12:45pm	Assurance
3.4	To receive an update report on Medical Workforce Efficiencies	Medical Director	1pm	Assurance
<b>PART 4. REFERRAL FROM AUDIT COMMITTEE</b>				
4.1	To note the update on Procurement training and awareness across the Health Board	Head of Procurement	1.15pm	Noting
<b>PART 5. REPORTS FROM OTHER GROUPS FOR NOTING</b>				
5.1	To receive the Medical Workforce Board update report for July 2022	Medical Director	1.25pm	Noting
5.2	To receive the Therapies and Health Science Group Report	Director of Therapies and Health Science		Noting
<b>PART 6. ANY OTHER BUSINESS</b>				
6.1	Items to refer to other committees	Chair (verbal)	1.35pm	Noting
6.2	Evaluation of Effectiveness of the Meeting: <ul style="list-style-type: none"> <li>- What worked well?</li> <li>- What could we do better?</li> </ul>	Chair (verbal)		
6.3	Any other business	Chair (verbal)		
<b>Next meeting: 13<sup>th</sup> December 2022</b>				
<b>COMFORT BREAK 1.35PM TO 1.45PM - IN-COMMITTEE SESSION TO BEGIN AT 1:45pm</b>				

