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| Main Report | Health Board Meeting On 26th January 2017 Agenda item: 4 (iv) |
| Subject | Health Professionals Forum: summary of key discussions and matters requiring Board level consideration |
| Prepared by | Liz Stauber, Committee Services Manager |
| Approved by | Sally Bloomfield, Interim Chair of the Health Professionals' Forum |
| Presented by | Steve Combe, Director of Corporate Governance |

A. PURPOSE

The purpose of this report is to provide the board with a summary of the matters discussed by the Health Professionals' Forum when it met on 13th December 2016. The full minutes of the meeting are available on request from the Director of Corporate Governance.

B. KEY DISCUSSIONS BY THE FORUM:

1. Chair and Vice-Chair Election

The forum agreed not to elect a chair and vice-chair during its meeting given that not all elected members were present. It was agreed that an email was to be circulated for members to nominate themselves for either role by a specified deadline, after which members would be asked to vote via email.

2. Review the Health Professionals' Forum's Terms of Reference and Membership

The forum's terms of reference were received. While the forum agreed it was happy for the terms of reference to remain unchanged, concerns were raised with regard to the number of vacant members, especially with regard to medical staff. It was agreed that discussions be held with the Medical Director.

As part of the discussion it was suggested that the timing of the meeting may be having impact on attendance and members were to be asked to identify which times would be most convenient for the majority. Video-conferencing into meetings was also to be considered.

3. Draft Staff Experience Strategy

The draft staff experience strategy was received. Members were invited to provide their feedback either during or outside of the meeting. It was highlighted that there was a need to include outcomes within the strategy, but members noted that a significant staff survey was to take place in the new year which would inform this element. The forum also suggested it be noted within the strategy that personal appraisal development reviews were essential for some clinical staff for their professional registrations. In addition it was agreed that the Acting Director of Human Resources should attend a future meeting to discuss workforce planning.

4. Arising Professional Issues

An oral item to discuss arising professional issues was received. The forum suggested that members 'map' professional groups which had been established within the units for their specialist areas as these could help future discussions in this regard.

Also, it was agreed that a presentation be received at a future meeting regarding the Nurse Staffing Levels (Wales) Act 2016 as this would be a significant professional issue for the health board once implemented. In the interim, the guidance currently out to consultation would be circulated to members for information.

5. Items for the Work Programme

An oral item to identify topics for the forum's work programme was received. The committee agreed a number of topics it would want to consider, including the integrated medium term plan (IMTP – three-year plan), A Regional Collaboration for Health (ARCH) and cluster networks. The topics would be listed in a work programme and scheduled for meetings.

6. Future Meeting Arrangements

An oral item regarding future meeting arrangements was received. The forum agreed to seek all members' views as to the most convenient time of the day for meetings to establish a schedule suitable for the majority. Meetings would then be arranged to align with the National Joint Professional Advisory Committee (NJPAC) meetings and board planning cycle to ensure agenda items were discussed at times which were relevant.

C. MATTERS REQUIRING BOARD LEVEL CONSIDERATION / APPROVAL

The Health Professionals' Forum wishes to draw to the attention of the board the following issues:

For **noting**:

- The decision to delay the election of a chair and vice-chair to provide all elected members with the opportunity to participate;
- The approval of the terms of reference un-amended.

D. RECOMMENDATION

The board is asked to note the issues set out in the report.