



**AGENDA ITEM**

6.7.1

**CTM BOARD**

**HIGHLIGHT REPORT FROM THE PEOPLE & CULTURE COMMITTEE**

**DATE OF MEETING**

26/11/2020

**PUBLIC OR PRIVATE REPORT**

Public

**IF PRIVATE PLEASE  
INDICATE REASON**

Not Applicable - Public Report

**PREPARED BY**

Cally Hamblyn, Assistant Director of Governance & Risk

**PRESENTED BY**

Jayne Sadgrove, Independent Member, Chair of the People & Culture Committee

**EXECUTIVE SPONSOR  
APPROVED**

Hywel Daniel, Executive Director of Workforce & Organisational Development (Interim)

**REPORT PURPOSE**

FOR NOTING

**ACRONYMS**

None Identified.

**1. PURPOSE**

- 1.1 This report had been prepared to provide the Board with details of the key issues considered by the People & Culture Committee at its meeting on the 28 October 2020.
- 1.2 Key highlights from the meeting are reported in section 2.
- 1.3 The Board is requested to **NOTE** the report.

## 2. HIGHLIGHT REPORT

<p><b>ALERT / ESCALATE</b></p>	<ul style="list-style-type: none"> <li>• The Committee received the <b>Workforce Metrics Analysis</b> and noted concerns in relation to the reduction in performance in key areas of activity, such as, PADRs, Statutory &amp; Mandatory Training and Return to Work Discussions. The impact of Covid-19 was reported as a significant contributory factor and that the next couple of months will also present a challenging picture as the Health Board recognises unprecedented times as it enters into the winter period.</li> <li>• The Committee noted the current position in relation to <b>Nursing Vacancies</b>, recognising that the Health Board must continue to manage a number of risks as a result of carrying nursing vacancies, and support the activities being undertaken to mitigate the risk by increased visibility of the situation to support an improvement in the position.</li> <li>• Positive Escalation: <b>Overseas Nurse Recruitment</b>: The Committee formally recorded its thanks to Donna Hill, Assistant Director of Workforce Efficiency &amp; Productivity, and her team, for the success of the Overseas Nurse Recruitment.</li> </ul>
<p><b>ADVISE</b></p>	<ul style="list-style-type: none"> <li>• The Committee <b>Terms of Reference</b> were endorsed for Board Approval in November 2020.</li> <li>• The Committee endorsed for approval the recommendation to promote and embed a <b>Just and Learning Culture</b> across the Health Board, which will be progressed alongside the implementation of the Health Boards Values and Behaviours Framework and the establishment of a dedicated forum for Shared Listening and Learning.</li> <li>• A revised <b>Equality Impact Assessment</b> template was approved and endorsed for use in policy and service development in relation to the Covid-19 pandemic.</li> <li>• The Committee recognised the plans to improve <b>Statutory and Mandatory Training compliance</b>, acknowledging the innovative approach being taken to use alternative or more accessible delivery methods, particularly during the challenges the current climate presents to the Health Board.</li> </ul>

<b>ASSURE</b>	<ul style="list-style-type: none"> <li>• The Committee welcomed the update on the creation of the <b>values and behaviours</b> and received assurance in relation to the robust programme of work being led by the Project Team to embed the values and behaviours across the organisation.</li> <li>• Embedding the <b>values and behaviours</b> across the Health Board and beginning the process of influencing cultural change was noted by the Committee as a significant leadership challenge, requiring leaders to ensure that the values are instilled in the organisation and upheld in their own behaviour.</li> <li>• The Committee were delighted to receive a presentation from Dr Clare Wright, Strategic Lead for Wellbeing &amp; Employee Experience, which highlighted the <b>wellbeing pathways</b> developed by Dr Wright and her Team to provide a 'step care' approach to employee wellbeing. The approaches incorporated self-care and staying well support as well as support in response to Psychological Trauma. The success of the Vivup programme of support was acknowledged noting that it helps to provide the right support at the right time for employees.</li> <li>• The Committee received an <b>Anonymous Communications update</b> noting the structure that is now in place to support this area and that an Anonymous Communications Policy has also been developed which will be received at the next meeting for approval. The Committee has provided the appropriate forum for receiving and seeking assurance on any concerns raised through this route.</li> <li>• The Committee reviewed the <b>risks</b> extracted from the Organisational Risk Register in relation to risks that fall within the remit of the meeting.</li> </ul>
<b>INFORM</b>	<ul style="list-style-type: none"> <li>• The Committee approved the following <b>policies</b>: <ul style="list-style-type: none"> <li>• Adverse Weather Conditions Policy</li> <li>• Lease Car Pool Car Vehicle Policy &amp; Procedure</li> <li>• Fixed Term Contracts Policy</li> <li>• Policy for Welsh Language and Primary Care</li> <li>• Nursing &amp; Midwifery Revalidation Policy</li> <li>• Professional Registration Policy</li> </ul> </li> </ul>
<b>APPENDICES</b>	Not applicable.