



AGENDA ITEM

3.2.4 Appendix 2

CTM BOARD

HIGHLIGHT REPORT FROM THE PEOPLE & CULTURE COMMITTEE

DATE OF MEETING

30th March 2023

PUBLIC OR PRIVATE REPORT

Public

IF PRIVATE PLEASE INDICATE REASON

Not Applicable - Public Report

PREPARED BY

Kathrine Davies, Corporate Governance Manager

PRESENTED BY

Dilys Jouvenat, Independent Member/Chair of the People and Culture Committee

EXECUTIVE SPONSOR APPROVED

Hywel Daniel, Executive Director for People

REPORT PURPOSE

FOR NOTING

ACRONYMS

None Identified.

1. INTRODUCTION

- 1.1 This report had been prepared to provide the Board with details of the key issues considered by the People and Culture Committee at its meeting held on the 8th February 2023.
- 1.2 Key highlights from the meeting are reported in section 2.
- 1.3 The Board is requested to **NOTE** the report.

2. PURPOSE OF THE PEOPLE & CULTURE COMMITTEE

- 2.1 The role of the People and Culture Committee is to advise the Board on all matters relating to staff and workforce planning of the Health Board, and enhance the environment that supports and values staff in to engage the talent, nurture the leadership capability of individuals and teams, working together to drive the desired culture throughout the health service to deliver safer better healthcare.
- 2.2 The Committee will also provide advice and assurance to the Board in relation to the direction and delivery of the organisational development and other related strategies to drive continuous improvement and to achieve the objectives of the Health Board's Integrated Medium Term Plan (IMTP).

3. HIGHLIGHT REPORT

ALERT / ESCALATE	<ul style="list-style-type: none"> There are no matters to escalate to the Board on this occasion.
ADVISE	<ul style="list-style-type: none"> The Gender Pay Gap Report was received and noted by the Committee. Amendment to the Standing Orders – People & Culture Revised Terms of Reference – the Committee noted that the Terms of Reference required some slight revisions to the titles and membership of the Committee and agreed that the proposed revised terms of reference would be circulated outside of the meeting via Urgent Chairs Action for them to be ENDORSED FOR BOARD APPROVAL at the March 2023 Board Meeting.
ASSURE	<ul style="list-style-type: none"> The Committee received the Workforce Metrics Report, which provided key workforce metrics for October – December 2022, with historic trends. The Committee received a report on the Employee Relations Update for the period October - December 2022. The Committee received a report on the Organisational Risk Register for those matters where risks had a score of 15 or more assigned the Committee, noting actions taken to manage or mitigate those high-level risks. Presentations on Cultural Transformation and Improvement work were received from the following areas: <ul style="list-style-type: none"> – Maternity

	<p>– Prince Charles Hospital</p> <ul style="list-style-type: none"> • A report was received on Strategic Workforce Planning & Retention. The Committee supported the approach to developing a Retention Steering Group, which will develop a programme of retention activities to minimise turnover. • The Committee received the Disclosure & Barring Service (DBS) Assurance Report and noted the update on the actions being taken to improve the compliance of DBS Checks. • A report was received on the Overview and Ambitions for the Strategic Equality Plan (SEP). The Committee noted the emerging strategic approach to Equality, Diversity and Inclusion and the activities undertaken to date to support this along with the plan for developing a proposed SEP for 2023-27. The Committee agreed to hold a targeted session at the next People and Culture Committee in May 2023, on the revised SEP and ongoing plans for Equality, Diversity & Inclusion.
INFORM	<ul style="list-style-type: none"> • The Committee approved the following Policies: <ul style="list-style-type: none"> • Wellbeing Policy • Reference Policy • The Committee approved the Annual Cycle of Business for 2023-24. • The Committee welcomed a presentation from CTM colleagues currently on the Graduate Scheme who shared their experiences and reflections on their journey to date. • The Equality Annual Report 2022-23 was received and noted by the Committee. • The Committee noted the Anchor Institution Group Highlight Report. • The Outcome of the Staff Wellbeing Survey was noted by the Committee.
	Not applicable.