

# People & Culture Committee

Wed 13 October 2021, 09:00 - 12:00

Virtual via Teams



## Agenda

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### 09:00 - 09:00 1. PRELIMINARY MATTERS 0 min

#### 1.1. Welcome and Introductions

*Chair*

#### 1.2. Apologies for Absence

*Chair*

For Noting

#### 1.3. Declarations of Interest

*Chair*

For Noting

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### 09:00 - 09:00 2. CONSENT AGENDA 0 min

#### 2.1. Items for Approval

##### 2.1.1. Unconfirmed Minutes of the Meeting held on 14 July 2021

*Chair*

For Approval

 2.1.1 Unconfirmed Minutes PC Committee 14.07.21 v2 WPJ DJ.pdf (10 pages)

##### 2.1.2. Committee Ratification of Chairs Action - All Wales Secondment Policy

For Ratification of Chairs Action

 2.1.2 Ratification of Chairs Action All Wales Secondment Policy P&C Committee 13 October 2021.pdf (3 pages)

##### 2.1.3. Pregnancy Loss Leave Provision

*Karen wright*

For Approval

 2.1.3 Pregnancy and Loss Policy P&CC13 October 2021.pdf (5 pages)


#### 2.2. Items for Noting

##### 2.2.1. Revised NHS Wales Raising Concerns Procedure

*Karen Wright*

For Noting (Approved via Management Board)

 2.2.1 All Wales Revised Raising Concerns Procedure P&C Committee 13 October 2021.pdf (3 pages)

 2.2.1a Procedure for NHS Staff to Raise Concerns Sept 21 Final.pdf (23 pages)

## 2.2.2. Action Log - to follow

*Chair*

For Noting

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## 09:00 - 09:00 3. MAIN AGENDA 0 min



### 3.1. GOVERNANCE

*Chair*

#### 3.1.1. Organisational Risk Register

*Georgina Galletly*

For discussion/review

-  3.1.1 Organisational Risk Register September 21 P&C Committee 13 October 2021.pdf (4 pages)
-  3.1.1a Appendix 1 - Organisational Risk Register - Sept 2021 - P&C Committee.pdf (3 pages)

#### 3.1.2. Audit Reports

#### 3.1.3. Internal Audit Report - Welsh Language Standards

For Noting

-  3.1.2 IA Welsh Language Standards P&C Committee 13 October 2021.pdf (22 pages)

### 3.2. IMPROVING CARE

#### 3.2.1. Key Principles for International Nurse Induction

*Greg Dix/Sharon O'Brien/Ben Durham*

-  3.2.1 Registered Nurses Induction Report PC Committee 13 October 2021.pdf (6 pages)

### 3.3. INSPIRING PEOPLE

For Discussion/Noting

#### 3.3.1. Living Wage Accreditation

*Karen Wright*



For Discussion/Noting

-  3.3.1 Living Wage Accreditation P&C Committee 13 October 2021.pdf (7 pages)

#### 3.3.2. Values & Behaviours Update

*Michelle Hurley-Tyers*

For Discussion/Noting

-  3.3.2 Values and Behaviours Report P&CC 13 October 2021.pdf (8 pages)
-  3.3.2a Appendix 1 Values & Behaviours P&CC 13 October 2021.pdf (3 pages)

#### 3.3.3. Pathways to Employment

*Hywel Daniel*

For Discussion/Noting

-  3.3.3 Pathways to Employment P&C Committee 13 October 2021.pdf (7 pages)

### **3.3.4. Fatigue and Facilities Charter for Medical Staff**

*Dom Hurford/Paul Harrison*

For Discussion/Noting

- 📄 3.3.4 Facilities & Fatigue Charter P&CC 13 October 2021.pdf (3 pages)
- 📄 3.3.4a Appendix 1 Facilities & Fatigue ToRs P&CC 13 October 2021.pdf (3 pages)

### **3.3.5. Just & Learning Culture**

*Karen Wright*

For Discussion/Noting

- 📄 3.3.5 Listening Learning and Improving (Just and Learning) Culture P&C Committee 13 October 2021.pdf (6 pages)

### **3.3.6. Statutory & Mandatory Training Progress Report**

*Michelle Hurley-Tyers*

For Discussion/Noting

- 📄 3.3.6 Statutory & mandatory Compliance PC Committee 13 October 2021.pdf (7 pages)
- 📄 3.3.6a Appendix 1\_ Statutory and Mandatory Training Compliance Action Plan.pdf (2 pages)
- 📄 3.3.6b Appendix 2 - H&S\_Fire Action Plan PC Committee 13 October 2021.pdf (5 pages)

### **3.3.7. Employee Relations Report**

*Karen Wright*

For Discussion/Noting

- 📄 3.3.7 Employee Relations Report PCC 13 October 2021 v2 KW.pdf (6 pages)

### **3.3.8. CAMHS Update**

*Ana Llewellyn*

for Discussion/Noting

- 📄 3.3.8 CAMHS Update P&C Committee 13 October 2021.pdf (7 pages)

### **3.3.9. Workforce Metrics**

*Hywel Daniel*

For Discussion/Noting

- 📄 3.3.9 W&OD Metrics Report P&C Committee 13 October 2021.pdf (8 pages)

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## **09:00 - 09:00 4. HIGHLIGHT REPORT TO BOARD**

0 min

*Chair*

For Discussion/Noting

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## **09:00 - 09:00 5. COMMITTEE FORWARD WORK PLAN**

0 min

*Chair*

To Review

- 📄 5. Forward Work Programme P&C Committee 13 October 2021.pdf (2 pages)

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## **09:00 - 09:00 6. ANY OTHER URGENT BUSINESS**

0 min

**09:00 - 09:00** **7. HOW DID WE DO TODAY?**

0 min

*Chair*

- Is there anything we should do more or less of?
- Have we managed our time well and allowed open and balanced discussion?
- Have we considered our values and acted in a way that supports embedding our values across CTM?
- Have we maintained a strategic focus?
- Have we received sufficient assurance from a range of sources?
- Has our discussion allowed us to better understand the risks that we are managing that may affect the achievement of our strategic goals?

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**09:00 - 09:00** **8. DATE AND TIME OF NEXT MEETING - 9 FEBRUARY 2022 9.00 AM**

0 min