



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	10 March 2022		Agenda Item	3.2
Report Title	Addressing historical Workforce and OD audit actions			
Report Author	Debbie Eytayo, Director of Workforce & OD			
Report Sponsor	Debbie Eytayo, Director of Workforce & OD			
Presented by				
Freedom of Information	Open			
Purpose of the Report	To provide Audit Committee assurance around actions taken to address outstanding historical Workforce and OD audit recommendations.			
Key Issues	<p>There are a number of overdue historical audit actions which are currently being worked through. The historical reasons behind the delay are unclear but it is certain that the pandemic has had an impact.</p> <p>Actions are in place to ensure the implementation of these action and revised timescales have been agreed.</p> <p>The director of Workforce and OD has met within internal audit to agree workforce audit plan for 2022/23 and revised arrangements have been introduced to ensure audit recommendations are reviewed and actions progressed in a timely manner.</p>			
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance	Approval
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> • NOTE actions taken to address overdue historical workforce audit recommendations. • NOTE plans to implement good practice moving forward. 			

Actions to address outstanding historical Workforce and OD audit recommendations

1. INTRODUCTION

The purpose of this report is to provide Audit Committee assurance around actions being taken to address outstanding historical Workforce and OD audit recommendations. It also sets out the approach now being adopted to improve collaboration between workforce & OD and key stakeholders which will support an effective feedback and recommendation implementation process following Workforce audits.

2. BACKGROUND AND ACTION TAKEN TO DATE

It is important for Audit Committee to note that when I took over the role of Director of Workforce and OD at the Health Board in August 2021, there were a number of overdue historical actions following recommendations from prior Workforce and OD audits. I am unable to comment on the history or the reason for the outstanding audit recommendations, however it is fair say that the ongoing Covid 19 pandemic may have had a significant impact on these actions being progressed.

Since being in post, I have worked with the Head of Compliance as well as senior members of the Workforce and OD team to review historical actions, some of which have now been closed as they are no longer reflective of the current position of the Workforce and OD function and even the Organisation.

All other actions have been updated to ensure they are relevant to the current position in Workforce and OD and the wider organisation, recognising the time which has passed since the audit was undertaken and to present an up to date picture of progress. The updates to the actions include revised realistic timescales which will be monitored in the first instance through the Workforce and OD senior team meeting but in due course through the Workforce & OD Delivery group once this is established.

To strengthen the governance process around planning and supporting future audits, I have met with the senior internal auditors to agree the workforce and OD audit plan for 2022/23. The audit plan links to Workforce and OD items on the BAF and Risk Register. There is clarity in terms of individuals within Workforce and OD with responsibility for these audits so that terms of references can be signed off promptly, draft reports can be reviewed in a timely manner and management responses to recommendations are clear. In addition, regular meetings are now diarised with the Head of Compliance to monitor and review progress against actions.

Assurance reports against Workforce internal audit recommendations and actions will also form part of the workplan for presentation and review at Workforce and OD Committee.

3. GOVERNANCE AND RISK ISSUES

There are no specific risks identified. Governance arrangements are as outlined above

4. FINANCIAL IMPLICATIONS

No specific finance implications identified.

5. RECOMMENDATION

Committee members are asked to:

- **NOTE** actions taken to address overdue historical workforce audit recommendations.
- **NOTE** plans to implement good practice moving forward.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input checked="" type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input checked="" type="checkbox"/>
	Effective Care	<input checked="" type="checkbox"/>
	Dignified Care	<input checked="" type="checkbox"/>
	Timely Care	<input checked="" type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
Outstanding audit recommendations may affect quality, safety and patient experience. It is essential that where audit recommendations are made, they are acted upon with leadership from the relevant Executive Director. Reports addressing quality and safety issues are discussed in more detail in the Quality & Safety Committee		
Financial Implications		
No direct financial implications		
Legal Implications (including equality and diversity assessment)		
Failure to address certain audit recommendations such as legislative compliance, may lead to action being taken against the health board		
Staffing Implications		
There are no staffing implications associated with this paper		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
A robust Governance Work Programme will assist the Board in assessing risk and gathering assurance across all corporate objectives, which span the five ways of working, and the wellbeing goals identified in the Act.		
Report History	n/a	
Appendices	n/a	