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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



		Agenda Item	2.2 (iii)
Freedom of Information Status		Open	
Reporting Committee	Workforce and Organisational Development (OD) Committee		
Author	Liz Stauber, Committee Services Manager		
Chaired by	Tom Crick, Independent Member		
Lead Executive Director (s)	Hazel Robinson, Director of Workforce and OD		
Date of last meeting	28 June 2019		
Summary of key matters considered by the committee and any related decisions made.			
<ul style="list-style-type: none"> • Kendall Bluck Report – the report had been commissioned in August 2018 and had reviewed the emergency medicine workforce for Morriston and Neath Port Talbot hospitals as well as junior doctor rotas. Kendall Bluck had proposed some workforce transformation models, which would also address agency spend and created heat maps of challenging areas. A further update was to be received in July 2019. • Lapsed Nursing Registration - concerns had been raised by partnership colleagues as to the lack of consistency around the management of lapsed registration both internally and in comparison with other health boards. A benchmarking exercise was undertaken of the approaches across Wales and the results shared with the health board's nursing and midwifery board, at which there was full agreement to support the current processes in place. There was some discussion by committee members in relation to annual leave entitlement and it was confirmed that legal advice was being sought. 			
Key risks and issues/matters of concern of which the board needs to be made aware:			
<ul style="list-style-type: none"> • Workforce Risks – capacity of the workforce function remained the biggest risk however it was also noted that Guardian Service had been launched within the health board but some concerns had been expressed by a staffside partner. Members noted at the June 2019 meeting that the business case for resources had been submitted. • Deep Dive: Statutory and Mandatory Training Compliance – members noted that 56,000 competencies had been updated between April 2018 and April 2019, which was a 22.6% increase in compliance, and the current rate stood at 75%, the highest it had been. There were three challenges which needed to be addressed in order to improve compliance; improved completion within estates and facilities; determining what modules medical and dental clinical staff should already be compliant with based on their medical training and uploading classroom completion data quickly. Action plans were in place to address these. 			
Delegated action by the committee:			
No delegated action was taken by the committee.			
Main sources of information received:			
<ul style="list-style-type: none"> • Workforce Metrics – a report outlining performance against a number of key 			

workforce metrics, such as sickness absence and compliance with mandatory and statutory training, was received. Concern was raised as to the accessibility of the electronic staff record (ESR) for frontline staff to complete statutory and mandatory training and a deep dive was to be received at the August 2019 meeting.

- **Medical Agency Cap** – members noted that there had been some deterioration in relation to the percentage of assignment paid at or below the cap.
- **Nurse Staffing Levels** – the committee received the annual report setting out the reasonable steps the health board had taken to comply with the Nurse Staffing Levels (Wales) Act 2016.
- **Medical Workforce Recruitment Strategy** – members received an update as to the recruitment work to fill medical workforce vacancies which would improve compliance with the medical agency cap compliance in the longer term as well make clinical rotas more robust.

Highlights from sub-groups reporting into this committee:

Reports were received from:

- Vacancy Control Panel;
- Nursing and Midwifery Board;
- Medical Workforce Board.

Matters referred to other committees

No matters were referred to other committees.

Date of next meeting

23rd July 2019