



**GIG**  
CYMRU  
**NHS**  
WALES

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



**Meeting of the Workforce and OD Committee**  
**Thursday 20<sup>th</sup> February at 2.00pm**  
**Millennium Room, Second Floor, HQ**

Time	Agenda	Purpose	Lead	Attached/ Verbal
2.00pm	<b>1. Preliminary Matters</b>			
	1.1 To receive and note apologies for absence	Noting	Chair	Verbal
	1.2 To receive and note Declarations of Interest	Noting	Chair	Verbal
	1.3 To receive and approve the minutes of the meeting on 17 <sup>th</sup> December 2019	Approval	Chair	Attached
	1.4 To receive and note matters arising	Assurance	Chair	Verbal
	1.5 To receive and note the action log	Noting	Chair	Attached
	1.6 To receive and note the committee work programme	Noting	Chair	Attached
2.15pm	<b>2. Workforce Performance</b>			
	2.1 To receive the IMTP Commissioning Figures and Workforce Templates	Noting	Hazel Robinson	Attached
	2.2 To receive the workforce metrics dashboard	Assurance	Julian Quirk	Attached
	2.3 To receive the medical agency cap update	Discussion	Hazel Robinson	Attached
	2.4 To receive an update on the Director of Therapies and Healthcare Sciences Workforce	Assurance	Hannah Stockham	Attached
3.15pm	<b>3. Workforce Strategies</b>			
	3.1 To receive the Strategic Equality Objectives 2020-2024	Approval	Jane Williams	Attached
	3.2 To receive the Annual Equality Report 2018-2019	Approval	Jane Williams	Attached
	3.3 To receive an update on the project plan for 'Just Culture'	Assurance	Kathryn Jones	Attached
	3.4 To receive the Coaching and	Noting/	Hazel Robinson	Attached

	Mentoring Policy	Ratification		
4.15pm	<b>4. Risks, Controls and Governance</b>			
	4.1 To receive an update on Safeguarding Training	Discussion	Gareth Howells/Nicola Edwards	Attached
	To receive the workforce risk register	Discussion	Hazel Robinson	Attached
4.25pm	<b>5. Reports from Other Groups</b>			
	5.1 To receive and note an update from the Nursing and Midwifery Board	Noting	Gareth Howells	Attached
	5.2 To receive and note an update from the Medical Workforce Board	Noting	Richard Evans	Attached
	5.3 To receive and note an update from the vacancy control panel	Noting	Kathryn Jones	Attached
	<b>6. Items to Refer to Other Committees</b>			
	<b>7. Any Other Business</b>			
	<b>Date and Time of Next Meeting: 18<sup>th</sup> April 2020</b>			