Workforce and OD Committee
Work Programme 2018-19

	Executive Lead	May	July	August	November	January	February	March	April
Preliminary Matters									
Minutes of the Previous Meeting	Director of Corporate Governance	X			X				
Action Log	Director of Corporate Governance	X			X				
Workforce and OD Committee Work Programme	Director of Corporate Governance				X				
Workforce Performance									
Workforce Metrics	Director of Workforce and OD								
Vacancy Control Panel Decisions	Director of Workforce and OD	X							
Medical Agency Cap	Director of Workforce and OD	X							
Performance Metrics Deep Dives									
Vacancies and Turnover	Director of Workforce and OD					X			
Various topics	Director of Workforce and OD						X		X
Workforce Strategies									
Workforce and OD Strategy	Director of Workforce and OD					X		X	
Medical Recruitment Strategy	Director of Workforce and OD								
Medical Vacancies Analysis/Recruitment and Retention	Director of Workforce and OD				X		X		
Nursing Vacancies Analysis/Recruitment and Retention	Director of Workforce and OD				X		X		
Nursing Standardised Shifts	Director of Nursing and Patient Experience								
Analysis of Nurse Rosters	Director of Nursing and Patient Experience						X		
Organisational Development									
Staff Survey	Director of Workforce and OD			X		X			
Bullying	Director of Workforce and OD						X		
Annual Equality Report	Director of Workforce and OD						X		

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Risks, Controls and Governance									
Workforce Risk Register	Director of Workforce and OD	▨							
Nursing Staffing Levels (Wales) Act 2016	Director of Nursing and Patient Experience	▨				▨		▨	
Workforce and OD Committee Terms of Reference	Director of Corporate Governance		▨						
Workforce and OD Committee Annual Report	Director of Corporate Governance	▨							
Reports from External Bodies	Director of Workforce and OD						▨		
Reports from Other Groups									
Workforce and OD Forum	Director of Workforce and OD				▨		▨		
Nursing and Midwifery Board	Director of Nursing and Patient Experience								
Medical Workforce Board	Medical Director			▨					
Therapies and Health Science Group	Director of Therapies and Health Science								
Volunteering Group	Director of Therapies and Health Science								
Responsible Officer Advisory Group	Medical Director					▨			
For Noting									
Occupational Health – Models for Future Service Delivery	Director of Workforce and OD			▨					
Digital Strategy	Director of Workforce and OD			▨					
Physicians Associates	Director of Workforce and OD			▨					
Freedom to Speak Out Guardians	Director of Workforce and OD			▨	▨				
Current Status of Graduate Trainee Management Development Programmes	Director of Workforce and OD			▨					
Personal Files	Director of Workforce and OD			▨					
E-Job Planning	Director of Workforce and OD			▨					
Nursing Exit Interviews	Director of Nursing and Patient Experience			▨					