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Bwrdd Iechyd Prifysgol
Abertawe Bro Morgannwg
University Health Board



Meeting Date	13th November 2018	Agenda Item	2b
Report Title	Workforce and Organisational Development (OD) Forum		
Report Author	Liz Stauber, Committee Services Manager		
Report Sponsor	Pam Wenger, Director of Corporate Governance Hazel Robinson, Director of Workforce and OD		
Presented by	Hazel Robinson, Director of Workforce and OD		
Freedom of Information	Open		
Purpose of the Report	The purpose of the report is to provide an update in relation to the establishment of a workforce and OD forum.		
Key Issues	<p>Workforce is viewed by the board as one of the most significant risks the organisation holds. With the current challenges on finance, performance and quality and safety, workforce issues need to be addressed to enable the organisation to progress and improve.</p> <p>As part of reviewing the governance structures, it is clear that the lack of an operational workforce and OD forum is a risk to the organisation, and the Workforce and OD Committee is therefore not functioning as effectively as a board committee should. This proposal will strengthen the governance arrangements.</p>		
Specific Action Required <i>(please ✓ one only)</i>	Information	Discussion	Assurance
			Approval ✓
Recommendations	<p>The committee is asked to:</p> <ul style="list-style-type: none"> - note the report; - consider and ratify the workforce and OD forum terms of reference; - consider scheduling the next meeting of the Workforce and OD Committee in the new year while its remit and that of the forum is established. 		

Workforce and Organisational Development Forum

1. INTRODUCTION

The purpose of the report is to provide an update in relation to the establishment of a workforce and OD forum.

2. BACKGROUND

Within its governance structure, the health board currently has a board-level Workforce and OD Committee, chaired and attended by independent members. Its remit has changed considerably over the last 12 months, as a number of the areas on which it used to seek assurance are now reported elsewhere, for example workforce metrics. Discussions have been undertaken as to whether the committee should be stood-down, however members' consensus currently is that it should remain in order to provide a vehicle for strategic workforce issues to be discussed.

3. GOVERNANCE AND RISK ISSUES

At its meeting in July 2018, the committee agreed revised terms of reference. These made provisions for the scope and membership of the committee to be expanded and for the frequency of meetings to increase to monthly, alternating between formal agendas and informal discussions.

The committee last met on 16th August 2018 and considered a formal agenda, but the feedback from members noted that some of the items were more operational than of assurance, and should have been considered by the executive board first and worked into a proposal and/or actions for the committee to consider.

The ensuing discussion identified that this was a result of the organisation not having an operational forum in which to discuss such issues, therefore it was suggested that one be established and report to the executive board. Once this was in place, the committee would be able to consider if needed to remain extant, and if so, determine its focus as to the strategic issues that it should be considering.

As a result, a proposal to establish such a forum was considered and approved by the executive board at its meeting on 22nd August 2018. Following this, terms of reference for forum were drafted and agreed by the executive board at its meeting on 10th October 2018. These are at **appendix 1** for ratification by the committee.

4. FINANCIAL IMPLICATIONS

There are no financial implications to note.

5. RECOMMENDATION

The committee is asked to:

- **note** the report;
- **consider** and **ratify** the workforce and OD forum terms of reference;
- **consider** scheduling the next meeting of the Workforce and OD Committee in the new year while its remit and that of the forum is established.

Governance and Assurance							
Link to corporate objectives (please ✓)	Promoting and enabling healthier communities		Delivering excellent patient outcomes, experience and access		Demonstrating value and sustainability		Embedding effective governance and partnerships
							✓
Link to Health and Care Standards (please ✓)	Staying Healthy	Safe Care	Effective Care	Dignified Care	Timely Care	Individual Care	Staff and Resources
			✓				
Quality, Safety and Patient Experience							
Workforce and OD is an integral part of the governance structure which supports quality, safety and patient experience.							
Financial Implications							
There are no financial implications.							
Legal Implications (including equality and diversity assessment)							
There are no legal implications.							
Staffing Implications							
There are no staffing implications.							
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015 - https://futuregenerations.wales/about-us/future-generations-act/)							
The decision to establish a workforce and OD forum will help shape the long-term governance arrangements for the health board.							
Report History	First report to the committee.						
Appendices	Appendix 1 – draft terms of reference for the Workforce and OD Forum						