



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

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board



**Meeting of the Workforce and OD Committee**  
**Wednesday, 30<sup>th</sup> October 2019 at 2.30pm**  
**Millennium Room, Second Floor, HQ**

Time	Agenda	Purpose	Lead	Attached/ Verbal
2.30pm	<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 27 <sup>th</sup> August 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
2.45pm	<b>2. Workforce Performance</b>			
	2.1 To receive a report setting out compliance within estates with PADRs and statutory and mandatory training	Assurance	Des Keighan	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 a progress update on the high value opportunities	Assurance	Hazel Robinson/Gareth Howells/Richard Evans/Chris White	Attached
	2.5 To receive a report from occupational health	Assurance	Hazel Robinson	Attached
3.35pm	<b>3. Workforce Strategies</b>			
	3.1 To receive an update on the Workforce and OD Framework	Assurance	Hazel Robinson	Attached
	3.2 To receive an update on the Medical Recruitment Strategy	Assurance	Richard Evans	Attached

	3.3 To receive a report on the process for PADR/pay progression	Noting	Hazel Robinson	Attached
4.05pm	<b>4. Risks, Controls and Governance</b>			
	4.1 To receive the workforce risk register	Assurance	Hazel Robinson	Attached
	4.2 To receive an update on the Nurse Staffing Levels (Wales) Act 2016	Assurance	Gareth Howells	Attached
	4.3 To receive an update on the progress against the KW HIW action plan	Assurance	Hazel Robinson	Attached
4.20pm	<b>5. Reports from Other Groups</b>			
	5.1 To receive and note an update from the Workforce and OD Forum	Noting	Hazel Robinson	Attached
	5.2 To receive and note an update from the Nursing and Midwifery Board	Noting	Gareth Howells	Attached
	5.3 To receive and note an update from the Medical Workforce Board	Noting	Richard Evans	Attached
	5.4 To receive and note an update from the vacancy control panel	Noting	Kathryn Jones	Attached
4.25pm	<b>6. Items to Refer to Other Committees</b>			
4.30pm	<b>7. Any Other Business</b>			
	<b>Date and Time of Next Meeting: 17<sup>th</sup> December 2019</b>			