



GIG
CYMRU
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WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

Meeting Of Workforce and OD Committee
Tuesday, 13th December 2022 at 9:30am – 11:50am
Via Microsoft Teams

AGENDA

Item No:	Topic	Lead/Attachment	Timings	Purpose
PART 1. PRELIMINARY MATTERS				
1.1	Welcome and Apologies	Chair (verbal)	9:30am	Noting
1.2	Declarations of Interest	Chair (verbal)		Noting
1.3	To receive and approve the minutes of the previous meeting	Chair (attached)		Approval
1.4	To receive and consider any matters arising not otherwise on the agenda	Chair		Assurance
1.5	To receive the action log	Chair (attached)		Noting
1.6	To note the work programme	Chair (attached)		Noting
PART 2. GOVERNANCE, RISK AND CONTROLS				
2.1	To receive an update on the Organisational Culture Programme to include: - The Big Conversation	Director Workforce and OD	9:35am	Discussion
2.2	To receive the Nurse Staffing Levels (Wales) Act 2016	Director of Nursing and Patient Experience	9:50am	Assurance
2.3	To receive a deep dive report on nursing establishment levels not included in NSA: - A focus on establishment levels for maternity (not included in the nurse staff levels)	Unit Nurse Director, Singleton/NPT	10:00am	Assurance
2.4	To receive the Workforce and OD Risk Register	Director of Corporate Governance	10:15am	Assurance



2.5	To receive the Workforce and OD Committee Terms of Reference	Director of Corporate Governance	10:25am	Approval
PART 3. PERFORMANCE DEEP DIVES				
3.1	To receive a report on medical revalidation	Medical Director	10:30am	Assurance
3.2	To receive a report on staff turnover	Director Workforce and OD	10:45am	Assurance
PART 4. WORKFORCE PERFORMANCE				
4.1	To receive a report on Workforce Recruitment and Retention	Director Workforce and OD	11:05am	Assurance
4.2	To receive a report on the Workforce Metrics and key performance indicators	Director Workforce and OD	11:15am	Noting
4.3	To receive an update report on national changes, challenges and positions surrounding post-graduate medic allocations	Medical Director (Verbal)	11:25am	Assurance
PART 5. REPORTS FROM OTHER GROUPS FOR NOTING				
5.1	To receive the Medical Workforce Board update report	Medical Director	11:35am	Noting
5.2	To receive the Therapies and Health Science Group Report	Director of Therapies and Health Science		Noting
5.3	To receive the Nursing and Midwifery Board update report	Director of Nursing and Patient Experience		Noting
5.4	To receive the Workforce Delivery Group update report	Director of Workforce and OD		Noting
5.5	To receive a summary Board Report from the Health Board Partnership Forum	Director of Workforce and OD		Noting
PART 6. ANY OTHER BUSINESS				
6.1	Items to refer to other committees	Chair (verbal)	11:40am	Noting
6.2	Evaluation of Effectiveness of the Meeting: <ul style="list-style-type: none"> – What worked well? – What could we do better? 	Chair (verbal)		
6.3	Any other business	Chair (verbal)		
5 MINUTE COMFORT BREAK 11:40AM – 11:45AM				
Next meeting: Tuesday, 14th February 2023				

