



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

**Meeting Of Workforce and OD Committee
Thursday 10th December 2020 at 9.30am to 11.00am
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 meetings 10 th July 2020 and 13 th November 2020	Chair (attached)		Approval
1.4	To receive and consider any matters arising not otherwise on the agenda	Chair (verbal)		Assurance
1.5	To receive the action log	Chair (attached)		Noting
1.6	1.6 To receive and note the committee work programme	Chair (attached)		Noting
PART 2. WORKFORCE PERFORMANCE				
2.1	To receive an update Attendance Management	Assistant Directors of Workforce and OD and Head of Staff Health & Wellbeing (attached)	9.40am	Assurance
2.2	To receive on COVID-19 Working from Home, Agile working & Wellbeing Survey Highlights	Assistant Directors of Workforce and OD and Head of Learning and Development, (attached)	9:50am	Assurance
2.3	To receive an update on the Extension of Medacs Managed Contract	Assistant Director of Workforce and OD (attached)	10:00am	Discussion



PART 3. RISK CONTROLS AND GOVERNANCE				
3.1	To receive a COVID-19 Workforce Update	Interim Director Workforce and OD (attached)	10:10am	Assurance
3.2	To receive an update on Nurse Staffing Act Levels (Wales) Act 2016 to include: <ul style="list-style-type: none"> i. Annual Assurance Report 2019.20 ii. Annual Presentation of Nurse Staffing Levels 	Interim Director of Nursing & Patient Experience, Corporate Head of Nursing (attached)	10:20am	Discussion
3.3	To receive the All Wales Appraisal Policy	Medical Director (attached)	10:30am	Ratification
3.4	To receive the committee's Annual Report for 2019-20	Chair (attached)	10:40am	Approval
PART 4. REPORTS FOR NOTING				
4.1	To receive the workforce risk register	Interim Director Workforce and OD (attached)	10.50am	Noting
4.2	To receive the medical agency cap update	Interim Director Workforce and OD (attached)	11:00am	Noting
PART 5. ITEMS TO REFER TO OTHER COMMITTEES				
PART 6. ANY OTHER BUSINESS				
Next meeting: 9 th February 2021				