



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

Bwrdd Iechyd Prifysgol  
Bae Abertawe  
Swansea Bay University  
Health Board

**Meeting Of Workforce and OD Committee**  
**Tuesday, 14<sup>th</sup> February 2023 at 9:45am – 12:30pm**  
**Via Microsoft Teams**

**AGENDA**

Item No:	Topic	Lead/Attachment	Timings	Purpose
<b>PART 1. PRELIMINARY MATTERS</b>				
1.1	Welcome and Apologies	Chair (verbal)	9:45am	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 (verbal)		Assurance
1.5	To receive the action log	Chair (attached)		Noting
1.6	To note the work programme	Chair (attached)		Noting
1.7	To receive an industrial action update	Director of Workforce and OD (verbal)		
<b>PART 2. GOVERNANCE, RISK AND CONTROLS</b>				
2.1	To receive a report on nursing establishment levels not included in NSA – Primay Care	Unit Nurse Director, PCT	9:55am	Assurance
2.2	To receive the board effectiveness action plan	Director of Corporate Governance	10:05am	Assurance
<b>PART 3. WORKFORCE PERFORMANCE</b>				
3.1	To receive a report on Workforce Recruitment and Retention	Director Workforce and OD	10:10am	Assurance
3.2	To receive an update report on Medical Workforce Efficiencies	Assistant Director Workforce and OD – Human Resources	10:20am	Assurance



3.3	To receive a report on the Workforce Metrics and key performance indicators to include: <ul style="list-style-type: none"> <li>- The metrics review</li> <li>- Covid-19 Update</li> <li>- PADR Compliance</li> <li>- Statutory and Mandatory Training</li> </ul>	Director Workforce and OD	10:30am	Assurance
3.4	To receive an update on Management of Attendance at Work including Wellbeing and Occupational Health interventions	Director Workforce and OD	10:40am	Assurance
<b>PART 4. PERFORMANCE DEEP DIVES</b>				
4.1	To receive a performance deep dive on workforce planning relating to service transformation	Director Workforce and OD	10:50am	Assurance
4.2	To receive a deep dive on apprenticeships	Director Workforce and OD	11:05am	Assurance
<b>5 MINUTE COMFORT BREAK 11:15AM – 11:20AM</b>				
<b>PART 5. ORGANISATIONAL DEVELOPMENT</b>				
5.1	To receive the Strategic Workforce Equality Plan and Annual Equality Report	Director Workforce and OD	11:20am	Assurance
<b>PART 6. REPORTS FROM OTHER GROUPS AND/OR FOR NOTING</b>				
6.1	To receive the Workforce Delivery Group update report	Director Workforce and OD	11:30am	Noting
6.2	To receive the Medical Workforce Board update report	Medical Director		Noting
6.3	To receive the Therapies and Health Science Group report	Director of Therapies and Health Science (To Follow)		Noting
6.4	To receive the Welsh Language Delivery Group report	Director of Corporate Governance		Noting
6.5	To note the education commissioning plan	Director Workforce and OD		Noting
<b>PART 7. CULTURE</b>				
7.1	To receive an update on the Big Conversation Phase One	Chief Executive	11.45am	Assurance
<b>PART 8. ANY OTHER BUSINESS</b>				
8.1	Items to refer to other committees	Chair (verbal)		Noting



8.2	Evaluation of Effectiveness of the Meeting: <ul style="list-style-type: none"> <li>- What worked well?</li> <li>- What could we do better?</li> </ul>	Chair (verbal)	12.30pm	
8.3	Any other business	Chair (verbal)		
<b>Next meeting: Tuesday, 11<sup>th</sup> April 2023</b>				