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Bwrdd Iechyd Prifysgol
Abertawe Bro Morgannwg
University Health Board



		Agenda Item	5.3
Health Board Meeting – 31 st January 2019			
Freedom of Information Status		Open	
Reporting Committee	Local Partnership Forum		
Author	Kim Clee, Workforce Manager		
Lead Executive Director (s)	Hazel Robinson, Director of Workforce and OD		
Date of last meeting	28 November 2018		
Summary of key matters considered by the committee and any related decisions made.			
Boundary change It was reported that the consultation period had started at the beginning of September 2018 and would close on 1 st December 2018. A series of engagement events had taken place primarily in the areas where staff will meet the Transfer of Undertakings Protection (TUPE) threshold. The individuals who will transfer under TUPE have been identified and the process had now started to look at the areas that were less well defined, including corporate. Initially volunteers would be sought to transfer. The importance of communication with staff and their representatives was emphasised and staff were encouraged to attend the engagement events.			
Bullying and Harassment It was reported that ACAS had been engaged to facilitate sessions with managers in areas where the staff survey indicated an issue with bullying and harassment. The sessions would look at how the issue is reported and addressed, supporting managers in understanding the appropriate mechanisms to deal with it. The Executive Team were considering a number of options to ensure staff have a safe, independent place to speak out. There was real commitment to improving the situation in relation to bullying and harassment but it was also very important to share good news stories. It was reported that three independent investigators were to be appointed to deal with employment relations cases and this will help staff to feel that these processes are being undertaken in a fair and timely way.			
Partnership Working A series of sessions had been arranged between staff representatives and workforce managers, facilitated by ACAS to look at the nature of partnership working and identifying any potential areas of improvement. The first session had taken place and was well received with a number of activities and the conversations had been open and constructive.			

Staff Survey Update

An update was received on the results of the staff survey. Some areas had improved from the previous survey, including the questions relating to line management and team working. Other areas had not shown improvement or were below the NHS Wales average, including some aspects of staff wellbeing, and bullying and harassment and these were of concern.

A number of collaborative workshop sessions had been held, facilitated by ACAS to provide managers with additional management tools to help them recognise and deal with instances of bullying and harassment within their departments.

Nursing Update

A nursing update paper was presented which set out the extensive work undertaken over the last year in relation to the nurse staffing levels review, resulting in a prioritised implementation of the uplift in Health Care Support Workers (HCSWs) in hot spot areas. It was confirmed that there is no intention to replace registered nurses with HCSWs in the agreed establishments. All new HCSWs due to start employment in April 2019 would be inducted together on a Board-wide basis.

It was reported that recruiting to band 5 nursing vacancies remains a challenge, but a number of initiatives had been introduced to mitigate this difficulty. HCSWs were being given opportunities to qualify through a BSc part-time nursing degree and by a programme to allow internationally educated nurses to attain UK NMC registration. There was also a 2 year MSc nursing programme for HCSWs and an opportunity to undertake the Open University Nursing degree. These opportunities were available to all HCSWs with the appropriate qualifications across the board and there is an open and transparent application/recruitment process. Work continues with the student streamlining process and in the recruitment of apprentices.

Workforce Metrics

A report was received on a range of workforce metrics including sickness absence, establishment levels, turnover, mandatory training and PADRs. The report showed that sickness absence rates were not improving which is of concern, as there is significant investment in wellbeing initiatives across the health board.

Statutory and mandatory training had shown an improvement and recruitment was running within acceptable time scales. Turnover was good, particularly for nursing staff, which was encouraging. However, PADR rates were still under target and work was required to achieve improvement.

Workforce Policies

The All-Wales Managing Attendance at Work Policy was adopted on behalf of the Health Board. This replaces the current Sickness Absence Policy. The emphasis of the new policy is the health and wellbeing of staff both in work and whilst off sick and in supporting them to stay in work where possible or return to work more quickly, where it is appropriate to do so.

A programme of training, focusing on the compassionate management of staff, will be provided for all managers, supervisors and staff representatives over a period of up to two years.

Financial Position

A report on the Health Board's financial position was received.

Key risks and issues/matters of concern of which the board needs to be made aware:	
None identified.	
Delegated action by the committee:	
Adoption of the All-Wales Managing Attendance at Work Policy	
Main sources of information received:	
<ul style="list-style-type: none"> - Update on Boundary Change; - Update on progress to tackle bullying and harassment; - Update on Staff Survey; - Update on Nurse Staffing Act; and - Monthly finance report. 	
Highlights from sub-groups reporting into this committee:	
None received.	
Matters referred to other committees	
None identified.	
Date of next meeting	28 January 2019