



 <p>GIG CYMRU NHS WALES Iechyd Cyhoeddus Cymru Public Health Wales</p>	<p>Name of Meeting People and Organisational Development Committee</p> <p>Date of Meeting 29 April 2025</p> <p>Agenda item: 9</p>
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<p>Partnership Working – Annual Report 2024/25 Update to People and Organisational Development Committee</p>	
<p>Executive lead:</p>	<p>Neil Lewis, Director of People and Organisational Development</p>
<p>Author:</p>	<p>Karen Fitzgibbon, Head of People and Organisational Development Operations</p>

<p>Approval/Scrutiny route:</p>	<p>Neil Lewis, Director of People and Organisational Development</p>
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<p>Purpose</p> <p>The purpose of this paper is to provide an update to the People and Organisational Development Committee on the work of the Joint Medical and Dental Negotiating Committee and the Local Partnership Forum, for assurance.</p> <p>The paper is an annual report for 2024/25 which covers the period 1 April 2024 to 31 March 2025.</p>

<p>Recommendation:</p>				
<p>APPROVE <input type="checkbox"/></p>	<p>CONSIDER <input type="checkbox"/></p>	<p>RECOMMEND <input type="checkbox"/></p>	<p>ADOPT <input type="checkbox"/></p>	<p>ASSURANCE <input checked="" type="checkbox"/></p>
<p>The People and Organisational Development Committee is asked to:</p> <ul style="list-style-type: none"> Receive the update and annual report for information and take assurance. 				



Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

Strategic Priority/Well-being Objective	All Strategic Priorities/Well-being Objectives
Strategic Priority/Well-being Objective	Choose an item.
Strategic Priority/Well-being Objective	Choose an item.

Summary impact analysis

Equality and Health Impact Assessment	An EQHIA is not required for this paper.
Risk and Assurance	Continued partnership working with Trades Unions and management remains a vital component in addressing people related matters within the organisation. Indirectly related to Strategic Risk 4.
Health and Social Care (Quality and Engagement) (Wales) Act	This report supports and/or considers the Health and Care Standards for NHS Wales Quality Themes Governance, Leadership and Accountability.
Financial implications	There are no financial implications arising from the update provided by the paper.
People implications	Effective partnership working with Trade Union colleagues is a key element of effective governance and support to our staff. Continued partnership working is a vital component in addressing people related matters within the organisation.



1. Purpose/Situation

The purpose of this paper is to provide an update to the People and Organisational Development Committee on the work of the Joint Medical and Dental Negotiating Committee and the Local Partnership Forum for assurance.

The paper is annual report for 2024/25 which covers the period 1 April 2024 to 31 March 2025.

The People and Organisational Development Committee is asked to receive the update and annual report for information and take assurance.

2. Background

A core part of our governance structure, and as identified within our Standing Orders, is the Local Partnership Forum (LPF); this forum provides the formal mechanism where the organisation and recognised Trade Unions work together. Members of the LPF engage with each other to inform, debate and agree local priorities on workforce-related issues facing the organisation. Discussions focus on strategic, high-level organisational plans and priorities, enabling the LPF to be the formal mechanism for consultation, negotiation and communication between the recognised trade unions and management on specific workforce related matters that arise from the organisation's strategic priorities and plans. Operational, day to day matters are discussed and resolved at Directorate, departmental or divisional level.

Public Health Wales recognises the following Trade Unions for the representation of members employed by the organisation: GMB, MiP, Royal College of Nursing, Society of Radiographers, UNISON, and Unite.

In addition to the Local Partnership Forum (LPF), we have a Joint Medical and Dental Negotiating Committee (JMDNC) where the organisation works in partnership with our Medical and Dental Colleagues and their recognised Trade Union, the British Medical Association (BMA). (The BMA opt not to attend the LPF.)

Members of both fora engage in partnership working to inform, debate and agree local priorities on workforce-related issues facing the organisation. Discussions focus on strategic, high-level organisational plans and priorities, and more informal or operational matters are addressed through regular informal meetings.



3. Description/Assessment

The LPF meets approximately every other month. During the period 1 April 2024 to 31 March 2025, the LPF met on four occasions, as follows: 9 May 2024, 17 September 2024, 14 November 2024, and 20 March 2025.

The JMDNC meets approximately every 2-3 months. During the period 1 April 2024 to 31 March 2025, the JMDNC met 4 times, on the 3 June 2024, 2 September 2024, 25 November 2024, and 6 March 2025.

Informal meetings to support partnership working also take place every other month, with the aim of resolving operational issues in an appropriate and timely manner.

3.1 Key topics of discussion

During the period of this report, the organisation and its Trade Union partners have worked on several workforce-related issues in partnership, alongside updates and discussions on wider organisational changes. These are outlined below:

- **Organisational Change:** Regular updates were provided on various organisational change programmes. Discussions involved the potential impact on staff, relocation of teams, and the process for involving Trade Unions in consultations.
- **Organisational Performance:** The LPF received presentations and discussed various performance dashboards, including those related to appraisals, sickness absence, staff turnover, compliance, and diversity breakdown.
- **Partnership Working Arrangements at Board:** Proposals for refreshing the Staff Side Committee (SSC) and LPF Terms of Reference, to ensure proper representation at the Board were discussed at length.
- **Staff-Side Committee (SSC) Terms of Reference (TOR):** This remained a significant item for discussion. The SSC TOR was accepted by all recognised SSC Trade Unions, with an AGM scheduled for 14 May 2025. UNISON await an invitation to rejoin the SSC.
- **Local Partnership Forum (LPF) Terms of Reference (TOR):** Following receipt of the updated SSC TOR, the LPF TOR will now be reviewed and updated, with an accompanying workplan for 2025/26.
- **Facilities Time and Release for Trade Union Activities:** The provision of information on Facilities Time was discussed on several occasions and it was agreed to work in partnership on a facilities Time Agreement and central log of Facilities Time.
- **NHS Wales Staff Survey:** Updates on the Staff Survey were provided, and LPF members were encouraged to promote participation. A



- **Non-pay elements of pay award:** This included co-ordination of an action plan in response to the Welsh Health Circular.
- **Staff Flu Vaccination Campaign:** The approach to the 2024/25 staff flu vaccination campaign, targeting frontline workers, was outlined. Trade Union representation on the Flu Vaccination Delivery Group was noted.
- **People Strategy Refresh:** Updates were provided on the refresh of the People Strategy, with key focus areas identified and staff feedback invited.
- **Meeting Effectiveness:** Suggestions were made to improve the effectiveness of meetings, including clearer discussion points, progress against actions, agreed timeframes, and the potential for Staff-Side reports.
- **Consultant Engagement Network:** Meetings continued to have good attendance, and the forum was recognised as valuable for addressing significant issues, and the importance of consultants feeling valued was highlighted.
- **Fatigue and Facilities Charter:** Discussions included configuring breaks in the Public Health rota, with an update on the development of an SOP to address compensatory rest periods; and issues with Resident Doctor rest facilities.
- **E-Job Planning:** The new system has been implemented, with support provided by the Office of the Medical Director, which continues to work with colleagues to identify areas for improvement.
- **Policy review and development:** Including the new Carers Policy, the All-Wales Support for Pregnancy Loss Policy, All-Wales Flexible Pensions Policy, and the updated Recruitment and Selection Policy. The implementation of the DBS Update Service and the development of a supporting policy were also discussed.

3.2 Extraordinary items

3.2.1 Staff-Side Committee Update

As previously reported, UNISON remain outside of the Staff-Side Committee. However, significant progress has been made during the reporting period towards resolving the issues, and UNISON has confirmed its intention to return to the SSC once a formal invitation is received. This development is a significant step in strengthening collective partnership working.

In the meantime, all recognised Trade Unions continue to participate in the LPF and other relevant partnership working groups and forums. Similarly, the organisation remains committed to preserving the positive and constructive relationship it shares with its Trade Union partners via the LPF and JMDNC.

4. Recommendation

The People and Organisational Development Committee is asked to receive the update and annual report for 2024/25 for information and take assurance.