

Agenda

14:00 - 14:05 **1. Welcome, and Apologies for Absence / Croeso, Cyflwyniadau ac Ymddiheuriadau**
5 min

(14:00 - 14:05) 5 minutes

14:05 - 14:05 **2. Declaration of Interests / Datganiadau o Ddiddordeb**
0 min

(14:05 - 14:05) 0 minutes

14:05 - 16:05 **3. Items for Assurance / Eitemau i'w sicrhau**
120 min

3.1. Audit Wales Report: Review of Workforce Planning Arrangements and Management Responses / Adroddiad Archwilio Cymru: Adolygu Trefniadau Cynllunio'r Gweithlu ac Ymatebion Rheolwyr

14:05 - 14:25 20 mins

Anne Beegan

Audit Wales / Archwilio Cymru

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

 3.1 PODC 2024_02_06 - Audit Wales-Workforce Planning Report Report.pdf (34 pages)

3.2. Trade Union Partnership Working Forums - Update / Fforymau Gweithio Partneriaeth Undebau Llafur - Diweddariad

14:25 - 14:35 10 minutes

Lucy Day

Business Manager /Rheolwr Busnes

Verbal update / Diweddariad Llafar

3.3. Performance Assurance Dashboard/Workforce / Dangosfwrdd/Gweithlu Sicrwydd Perfformiad

14:35 - 14:55 20 minutes

Joe O'Brien

People and OD Systems Development Manager / Rheolwr Datblygu Systemau, Pobl a Datblygu Sefydliadol

Kelly McFadyen


Learning and Development Manager/Rheolwr Dysgu a Datblygu

Including updates to open Actions from November meeting:

- Workplace vs Home working sickness rates (Action PODC 2023/28)
- Update to Exit Interviews (Action PODC 2023/29)
- Referral from QSIC (Stat and Man Training - Honorary Contracts)
- Focus on Appraisal Compliance

Gan gynnwys diweddariadau i Gamau Gweithredu agored o gyfarfod mis Tachwedd:

- Cyfraddau salwch yn y Gweithle o'u cymharu â Gweithio Gartref (Cam Gweithredu'r Pwyllgor Datblygu Sefydliadol a Phobl (PODC) 2023/28)
- Diweddariad ar Gyfweiliadau Ymadael (Cam Gweithredu'r Pwyllgor Datblygu Sefydliadol a Phobl (PODC) 2023/29)
- Atgyfeiriad gan y Pwyllgor Ansawdd, Diogelwch a Gwella (QSIC) (Hyfforddiant Statudol a Gorfodol - Contractau Anrhydeddus)
- Canolbwyntio ar Gydymffurfiaeth Arfarnu

 3.3 PODC 2024_02_06 - Performance Assurance Dashboard.pdf (7 pages)

3.4. My Contribution Compliance: Health Protection and Screening Services / Fy Nghydymffurfiaeth Cyfraniad

14:55 - 15:10 15 minutes

Michelle Battlemuch

Assistant Director of Operations, Health Protection and Screening Services / Cyfarwyddwr Cynorthwyol Gweithrediadau, Diogelu Iechyd a Gwasanaethau Sgrinio

Verbal update / Diweddariad Llafar

3.5. Managing Risk / Rheoli Risg

15:10 - 15:30 20 minutes

Stuart Silcox

Assistant Director of Integrated Governance / Cyfarwyddwr Cynorthwyol Llywodraethu Integredig

 3.5 PODC 2024_02_06 - Strategic Risk Register Cover Paper.pdf (8 pages)

3.5.1. Strategic Risk / Risg Strategol

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

 3.5.1 PODC 2024_02_06 - Strategic Risk Register - Risk 4.pdf (6 pages)

3.5.2. Corporate Risk / Risg Gorfforaethol

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

 3.5.2 PODC 2024_02_06 - Corporate Risk Register.pdf (1 pages)

Break / Egwyl

10 minutes

3.6. Anti Racism Action Plan Update / Diweddariad ar y Cynllun Gweithredu Gwrth-hiliaeth

15:40 - 15:50 10 minutes

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

- 📄 3.6 PODC 2024_02_06 - Anti-Racism Wales Action Plan Report Update.pdf (5 pages)
- 📄 3.6 PODC 2024_02_06 - Anti Racism Action Plan Appendix .pdf (2 pages)

3.7. Welsh Language Update / Diweddariad yr Iaith Gymraeg

15:50 - 16:00 10 minutes

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

- 📄 3.7 PODC 2024_02_06 - Welsh Language Standards Update.pdf (10 pages)

3.8. Staff Networks - Update on Actions / Rhwydweithiau Staff - Diweddariad ar Gamau Gweithredu

16:00 - 16:05 5 mins

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

- 📄 3.8a PODC 2024_02_06 – Network Board Requests.pdf (5 pages)
- 📄 3.8b PODC 2024_02_06 – Network Requests to Board September 2023.pdf (1 pages)

16:05 - 16:45
40 min

4. Items for Approval / Eitemau i'w Cymeradwyo

4.1. Minutes, Action Log and Matters Arising of meeting (8 November 2023) / Cofnodion, Log Gweithredu a Materion yn codi Cyfarfod (8 Tachwedd 2023)

16:05 - 16:10 5 minutes

- 📄 4.1 PODC_2024_02_06 PODC Unconfirmed Minutes 08 November 2023.pdf (11 pages)
- 📄 4.1 PODC_2024_02_06 PODC Unconfirmed Minutes 08 November 2023 WELSH.pdf (11 pages)
- 📄 4.1 PODC 2024_02_06 - Action Log.pdf (1 pages)

4.2. Policies for approval / Polisiâu i'w cymeradwyo

16:10 - 16:20 10 minutes

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

Including / Gan gynnwys:

- Redeployment Policy / Polisi Adleoli
- (All Wales) Flexible Working Policy / Polisi Gweithio Hyblyg (Cymru Gyfan)

- 📄 4.2 PODC 2024_02_06 - Draft All Wales Flexible Working Policy for approval.pdf (37 pages)
- 📄 4.2 PODC 2024_02_06 - Redeployment Policy for approval.pdf (29 pages)

4.3. Gender Pay Gap Annual Report / Adroddiad Blynnyddol Bwlch Cyflog rhwng y Rhywiau

16:20 - 16:35 (15 minutes)

Neil Lewis

Acting Deputy Chief Executive / Director of People and Organisational Development / Dirprwy Brif Swyddog Gweithredol Dros Dro / Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol

4.4. Speaking Up Safely Protocol and All Wales Raising Concerns Policy / Protocol Codi Llais

heb Ofn a Gweithdrefn Codi Pryderon Cymru Gyfan

16:35 - 16:45 10 mins

Liz Blayney

Deputy Board Secretary and Board Governance Manager/Dirprwy Ysgrifennydd y Bwrdd a Rheolwr Llywodraethu'r Bwrdd

 4.4 PODC 2024_02_06 - Draft All Wales Raising Concerns policy.pdf (26 pages)

16:45 - 16:45 5. Items to Note / Eitemau i'w Nodi

0 min

0 minutes

5.1. Committee Work Plan / Gynllun Gwaith y Pwyllgor

Staff Networks and EDI added to Work plan for new financial year.

Next years work plan will be circulated to the Committee following the Committee effectiveness review workshop, to endorse at April meeting.

5.2. Audit Reports / Adroddiadau Archwilio

None / Dim

16:45 - 16:50 6. Closing Administration / Materion Gweinyddol i Gloi

5 min

16:45 - 16:50 5 minutes

- Any Other Business / Unrhyw Fusnes Arall
- Committee Feedback / Adborth y Pwyllgor
- Date of Next Meeting / Dyddiad y Cyfarfod Nesaf: