



 <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 11 April 2024</p> <p>Agenda item: 3.2.2</p>
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Local Partnership Forum Annual Report 2023/24	
Executive lead:	Neil Lewis, Director of People and Organisational Development
Author:	Neil Lewis, Director of People and Organisational Development; Karen Fitzgibbon, Head of People and OD Operations.

Approval/Scrutiny route:	People and Organisational Development Committee
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Purpose
<p>The purpose of this paper is to provide an update to the People and Organisational Development Committee on the work of the Local Partnership Forum for assurance.</p> <p>The paper covers the period 1 April 2023 to 31 March 2024.</p>

Recommendation:				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
<p>The Committee is asked to:</p> <ul style="list-style-type: none"> Receive the update provided for 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

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

The paper covers the period 1 April 2023 to 31 March 2024.

The People and Organisational Development Committee is asked to consider the update provided for 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.

3. Description/Assessment

The LPF meets every other month. During the period 1 April 2023 to date, the LPF met on 5 occasions, on 25 April 2023, 27 June 2023, 22 August 2023, 17 October 2023, 17 January 2024.

The LPF was last scheduled to meet on 7 March 2024. However, the Director of People and Organisational Development (as LPF co-Chair) received a number of apologies at short notice and a decision was taken to cancel the meeting.

Meeting date	Management (Core)		Staff-side (Core)		Management (Optional)		Staff-side (Optional)	
	Invited	Attended	Invited	Attended	Invited	Attended	Invited	Attended
25 April 2023	6	4	8	4	3	0	7	1
27 June 2023	6	5	8	5	3	2	7	2
22 August 2023	6	6	8	6	4	2	7	5
17 October 2023	6	5	7	4	3	1	6	1



17 January 2024	6	4	7	3	4	2	6	1
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The LPF Terms of Reference (ToR) states that a maximum of between 6-10 representatives of both management and staff-side will be present at each meeting. The attendance data for the reporting period confirm there has been an average of 6 staff-side representatives and 6 management representatives in attendance.

An informal partnership working meeting also meets monthly with the aim of resolving operational issues in an appropriate and timely manner. During the period 1 April 2023 to 31 March 2024, this group has met 8 times.

3.1 Policies endorsed by Local Partnership Forum

The Local Partnership Forum review and comment on all people related policies. This may be managed either at Local Partnership Forum (LPF) meetings or electronically between meetings if required.

New Trade Union leads also have been nominated for all People and OD policies reviewed throughout the period and there has been Trade Union involvement in the most recent round of policy development workshops, held in July and August 2023.

During the period 1 April 2023 to 31 March 2024, the following policies have been endorsed through the LPF:

- Breastfeeding Guidelines
- Death in Service
- Employee Recognition Procedure
- Employing ex-offenders and people with criminal records
- Learning and Development
- Mobilisation
- My Contribution
- Redeployment
- Trans Inclusion Policy
- Work How it Works Best

3.2 Key topics of discussion

We have worked with Trades Unions to develop shared work-plan for 2023/24 which provides an outline plan of work to be undertaken in partnership throughout the year. During the period of this report, the Local Partnership Forum has worked on several workforce-related issues in partnership, alongside updates and discussions on wider organisational changes. These are outlined below:



- Sharing progress and support to the development of the Strategic Equality Plan; Culture Assessment; Work How it Works Best; our People Promise (EVP).
- Sharing of organisational performance and assurance data to update on key achievements, risks and developments.
- Organisational change programme updates and support to the development of improved resources for staff experiencing change and managing/ leading change.
- Proposals for governance arrangements relating to Partnership working at Board.
- Update on the organisation's Long-term Strategy and Integrated Medium Term Plan.
- Job evaluation process improvements and updated job description templates.
- Update on the new Speaking Up Safely framework and involvement in the supporting organisational protocol.
- Policy review and development.

3.3 Extraordinary items

3.3.1 UNISON withdrawal from Staff-Side Committee

As previously reported to the Committee, UNISON withdrew from the Staff-Side Committee (SSC) on 18 August 2023. Prior to UNISON withdrawing from SSC, it comprised Unite, UNISON, MIP, GMB and RCN, although MIP, GMB and RCN do not currently have elected members in place. Unite and UNISON are the two largest unions with a comparable level of membership across the organisation.

UNISON's decision to withdraw from SSC was based on their assertion that, despite repeated informal attempts to resolve issues, concerns regarding the governance of the SSC remained unresolved.

Since August, UNISON has maintained its commitment to partnership working with Public Health Wales, as have the other Trade Unions. All 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.

However, UNISON's withdrawal from SSC necessitates careful consideration of the implications for partnership working frameworks and for the constitution of the LPF. The organisation has extended offers of support for independent facilitation to all Trade Union leads as they work towards resolving these issues. We recognise, however, that if resolution within the SSC proves unattainable, we will need to revisit the purpose and constitution of the LPF.



3.3.2 Staff-Side Committee Terms of Reference and links to Local Partnership Forum

The Board and Executive Business Unit reached out to all Trade Union officials in May 2023, seeking their co-operation in implementing adjustments to the existing partnership working arrangements between the Board and Trade Union colleagues by 1 September 2023.

Specifically, these changes required Staff-Side Committee (SSC) to review and update their Terms of Reference (TOR) by 31 August 2023 to accommodate the alterations effective 1 September 2023. Following this, the Local Partnership Forum's Terms of Reference would be subject to review and modification to align with changes at Staff-Side Committee.

The Board Secretary and Head of Board Business Unit highlighted the significance and impact of this unresolved issue most recently at the LPF meeting on 17 January 2024. It was noted that, if a pathway to a resolution was not in place, the Board would have to consider whether its governance, structure and framework is working and the Board might need to make a change. Trade Unions were asked to work together to resolve the updated SSC TOR by 31 March 2024.

Following cancellation of the LPF meeting scheduled for 7 March, the Director of People and Organisational Development wrote to the regional full time officers of Unite and UNISON on 12 March 2024 to request an urgent meeting to discuss the current position.

At the time of writing, updated SSC TOR remain outstanding. The current situation necessitates a pathway to resolution and careful consideration of ongoing implications for partnership working, in order to limit any negative impacts and maintain constructive working arrangements.

4. Recommendation

The People and Organisational Development Committee is asked to receive the update provided for assurance.