

 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting People and Organisational Development Committee Date of Meeting 9 July 2024 Agenda item: 3.2.1 </p>
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Summary of requests / referrals to the People and Organisational Development Committee	
Executive lead:	Paul Veysey, Board Secretary Neil Lewis, Director of People and OD
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Approval/Scrutiny route:	Content provided by Neil Lewis.
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Purpose
To update the People and Organisational Development Committee on Cross-Committee working arrangements, namely requests / referrals to the Committee from other Committee's in relation to Statutory and Mandatory training following discussion at the last meeting.

Recommendation:				
APPROVE <input checked="" type="checkbox"/>	CONSIDER <input checked="" type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input type="checkbox"/>
The Committee is asked to: <ul style="list-style-type: none"> • Consider the advice from the Director of People and Organisational Development in relation to Statutory and Mandatory training • Agree not to take any further action, noting the rationale provided for not mandating the training modules. 				
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	7 - Building and mobilising knowledge and skills to improve health and well-being across Wales			



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 equality impact assessment has not been undertaken as no decision is required.
Risk and Assurance	None.
Health and Social Care (Quality and Engagement) (Wales) Act	This report supports the improvement of quality across the Organisation in relation to Statutory and mandatory staff training.
Financial implications	There are no financial implications
People implications	There are no people implications

1. Purpose / situation

To update the People and Organisational Development Committee on Cross-Committee working arrangements, namely requests / referrals to the Committee from other Committee's in relation to Statutory and Mandatory training following discussion at the last meeting.

2. Background

As part of each Committee's Terms of Reference, the Committee's must have an effective relationship with each other in order to fully understand the system of assurance for the Board as a whole. As part of the development of effective Cross-Committee working, the Board or Committee's may refer items of business to other relevant Committee's where the subject matter is within their remit, in order to consider the specifics in greater detail.

The Board and Committee's have referred a number of Statutory and Mandatory training queries to the People and Organisational Development Committee for consideration due to its overall remit for workforce matters.

3. Description/Assessment

3.1 Specific issues remitted from other Committees

The following specific issues were raised and remitted to the Committee by other Board Committee's.

At the last meeting the Committee considered a verbal update from the Director of People and OD on statutory and mandatory training.

Below is a summary provided of the advice received:

Committee	Query	Response
<p>Audit and Corporate Governance Committee (ACGC)</p>	<p>Business Continuity Training</p> <p>ACGC asked that the Committee consider and take action concerning mandating Business Continuity Planning Training</p>	<p>At the last meeting, advice was received from the Director of People and OD which set out the current Statutory and Mandatory training provision. It was not recommended we currently mandate this training given the current level of training requirements, and the need for this to be targeted to specific staff through awareness sessions. This will be worked through in conjunction with the Leadership Team.</p> <p>Recommendation: Not to mandate this training module.</p>
<p>Audit and Corporate Governance Committee (ACGC)</p>	<p>Counter Fraud Training</p> <p>The ACGC discussed the importance of the Cyber Security Mandatory Training module and reflected on whether the interval should be changed to an annual requirement given the heightened risk posed to the Organisation of cyber-attacks. It was agreed that the Information Governance Group would consider this and highlight their findings to the Committee for consideration as part of the wider discussion on Statutory and Mandatory training.</p>	<p>At the last meeting, advice was received from the Director of People and OD which set out the current Statutory and Mandatory training provision. It was not recommended we currently increase the frequency of this training given the current level of requirements. Specific interventions in 'hotspot' areas is more appropriate.</p>

		Recommendation: Not to mandate this training module.
Quality, Safety and Improvement Committee (QSIC)	<p>Health and Safety Training</p> <p>QSIC sought assurance that there was a system in place to monitor Statutory and Mandatory training compliance for those with honorary contracts, and queried compliance levels within this specific cohort of employees, particularly those who made use of the Organisations buildings.</p>	Completed. Assurance was provided at the last meeting and this has been reported to Board and QSIC.



4. Recommendation

The Committee is asked to:

- **Consider** the advice from the Director of People and Organisational Development in relation to Statutory and Mandatory training
- **Agree** not to take any further action, noting the rationale provided for not mandating the training modules.