

<b>Present:</b>			<b>Apologies:</b>
<b>Welsh Government:</b> Helen Arthur Emma Coles Chantelle Jenkins Martin Mansfield Sara Whittam Amber Courtney Ashleigh Harper	<b>NHS employers:</b> Sarah Simmonds Andrea Thomas Richard Tompkins Andrew Davies Julie Rogers Gareth Hardacre	<b>Trade Unions:</b> Hugh McDyer Caroline Hurley Erica Stamp Peter Hewin Richard Munn Vicky Richards Adam Morgan Nicky Hughes Nathan Holeman	Annie Jones Richard Munn
			<b>Secretariat</b>
			Chantelle Jenkins

<b>1.</b>	<b>Welcome/Introductions</b>	<b>Actions</b>
	Richard Tompkins (RT) chaired the meeting. Introductions were given and apologies were noted.	
<b>2.</b>	<b>Notes and actions of previous meeting</b>	<b>Actions</b>
	The notes of the previous meeting had been agreed. The actions had all been completed or were in hand.	
<b>3.</b>	<b>ESR Transformation Programme</b>	<b>Actions</b>
	It was agreed to defer this item to the next meeting of the Business Committee T&C group	<b>ESR Transformation Programme to be deferred to the next meeting of the Business Committee T&amp;C group</b>
<b>4.</b>	<b>Privatisation of NHS Services</b>	<b>Actions</b>
	A suggestion was put forward that any new private contracts are to be sent to the business committee. It was agreed to look into this further when reviewing the forward look of the WPF.	<b>How any privatisation of NHS services should be considered will be considered as part of the forward look of the WPF's work.</b>
<b>5.</b>	<b>WPF forward look 2023 workshop outcomes</b>	<b>Actions</b>

	It was agreed to defer discussion on this item until the outcome of the current ballot processes/industrial action.	<b>WPF forward look 2023 workshop outcomes to be deferred until the outcome of ballots/resolution of industrial action.</b>
<b>6.</b>	<b>Michael West session – discussion if anything in the session can be used in the WPF structure.</b>	<b>Actions</b>
	It was also agreed to defer discussion on this item until the outcome of the current ballot processes/industrial action.	<b>Michael West session discussion to be deferred until the outcome of ballots/resolution of industrial action.</b>
<b>7.</b>	<b>Staff Welfare Project update</b>	
	It was also agreed to defer discussion on this item until the outcome of the current ballot processes/industrial action.	<b>Staff Welfare Project update to be deferred until the outcome of ballots/resolution of industrial action.</b>
<b>8.</b>	<b>Workforce Strategy update</b>	
	Julie Rogers (JR) noted a presentation had been circulated to update the group on the workforce strategy. In her update she noted that there has been good implementation progress, with 9 months to go on phase 1 actions. It was added that, at this stage - just over 2 years into a 10 year programme of work, we remain satisfied that the ambitions set out in 2020 are achievable.  Updates will be shared on a regular frequency to the business committee as this item progresses.	
<b>9.</b>	<b>Workforce implementation plan update</b>	
	Helen Arthur provided an update on the National Workforce Implementation Plan In her update she noted that the plan had been published and a copy had been circulated to attendees. Meetings for the Strategic Workforce Implementation Board will be arranged shortly and nominations sought.	
<b>10.</b>	<b>General Policy Update</b>	<b>Actions</b>
	Andrew Davies (AD) presented the policy update from NHS Wales employers from the update included in the meeting papers. The update included the following policies for noting. <ul style="list-style-type: none"> <li>• Healthier Relationships, Work and Workplaces</li> <li>• Organisational Change Policy</li> <li>• Managing Attendance at Work Policy</li> <li>• Speaking Up Safely</li> <li>• Flexible Working</li> <li>• Capability Policy</li> </ul> <p>In addition, given that the All Wales Policy Audit through an Anti Racist Lens is now underway, the business committee members were asked whether they were content that all policies currently under review await the outcome of the audit</p>	

	<p>and its recommendations before being presented to the Business Committee and the full Welsh Partnership Forum for approval.</p> <p>As a result, if the Business Committee was asked to agree a revised policy schedule. The group agreed to this proposal.</p>	
<b>11.</b>	<b>Full Welsh Partnership Forum Agenda</b>	<b>Actions</b>
	It was noted the agenda would be updated closer to the time and following the outcome from the IA ballots.	<b>Secretariat to update full WPF agenda</b>
<b>12.</b>	<b>NHS Staff Council Update</b>	<b>Actions</b>
	<p>RT shared an update on staff council, in which he added the following was raised:</p> <ul style="list-style-type: none"> <li>• Mileage</li> <li>• Flexible working</li> <li>• Job evaluation</li> <li>• Health, Safety and Wellbeing Group Update</li> </ul>	
<b>13.</b>	<b>NHS Executive update</b>	<b>Actions</b>
	<p>Helen Arthur (HA) shared a brief update on the NHS executive. In advance of the meeting papers were circulated outlining that the formal consultation period with all bodies will commence on 30th January 2023 and will end on 27th February 2023, allowing a period of 4 weeks, so that the NHS Executive can be operationally effective from 1st April 2023.</p> <p>This item was for noting.</p>	
<b>14.</b>	<b>Notes and Actions of WPF BC T&amp;C meeting for approval and update</b>	<b>Actions</b>
	The group agreed the notes of the BC T&C meeting. All actions had been completed or were in hand.	
<b>15.</b>	<b>Occupational Health Update</b>	
	<p>Martin Mansfield and Sara Whittam provided an update on the work on Occupational Health. In their update it was shared that three work streams were identified to progress some of the more urgent issues which negatively impact staff and service delivery in OH Workforce Education and Training, Workforce Planning and Systems and Standards.</p> <p>It was noted as the work progress this business committee would be kept updated.</p>	
<b>16.</b>	<b>Exit interviews</b>	
	Richard Tompkins shared an update with the Business committee on exit interviews. In his update he noted that they were now using new functionality recently added to ESR and that, over time, reports will be able to be produced from ESR regarding trends and areas to focus on to support the wider retention of the workforce. It was added that this was dependent on organisations using the functionality consistently.	
<b>17.</b>	<b>VAT on Lease cars</b>	
	Nicky Hughes noted that a matter had been raised regarding VAT on lease cars and refunds. Richard Tompkins agreed to look into this and pick this up outside of the meeting with Richard Munn, the originator of the query.	<b>Richard Tompkins to discuss concerns regarding VAT on lease cars with Richard Munn.</b>

## Action Log

Action	Responsibility	Update	Status
ESR Transformation Programme to be deferred to the next meeting of the Business Committee T&C group	Secretariat	Completed	Propose close Action, <a href="#">Closed</a>
Privatisation of NHS services to be considered when developing the forward look of the WPF.	WG	Schedule of Core NHS Services contracted out to be developed	Propose close Action, <a href="#">closed</a>
WPF forward look 2023 workshop outcomes to be deferred until ballot outcomes are known/resolution of industrial action.	Secretariat	Agreed workshop output to be incorporated into draft Workplan for consideration by Business Committee	Propose close Action, <a href="#">Julie Rogers agreed take stock after summer proposal to group. To work through workplan.</a>
Michael West session discussion to be deferred until ballot outcomes are known/resolution of industrial action.	Secretariat	Agreed principles discussed at session to be reflected in the Workplan as above	Propose close Action, <a href="#">Julie Rogers agreed take stock after summer proposal to group. To work through workplan.</a>
Staff Welfare Project update to be deferred until ballot outcomes are known/resolution of industrial action.	Secretariat	Response from the Minister to be noted. Next steps to be incorporated into the Workplan	Propose close Action, <a href="#">On agenda</a>
Richard Tompkins to discuss concerns with Richard Munn on VAT on lease cars.	Richard Tompkins	Sue Green (SG) to follow up with NWSSP and RM	<a href="#">Lease car Sue will follow up</a>