

Present:			Apologies:
Welsh Government: Amy Andrews Annie Jones Chantelle Jenkins Martin Mansfield Sara Whittam Emma Coles	NHS Wales Employers: Andrew Davies Gareth Hardacre Kirsty White Andrea Thomas Rachel Gidman Sarah Simmonds Hywel Daniel Tabitha Rodway	Trade Unions: Nicky Hughes (Chair) Tanya Bull Peter Hewin Erica Stamp Paul Seppman	Employer side: Sue Green Helen Watkins Sarah Jenkins Welsh Government: Helen Arthur Staff side: Caroline Hurley Vicky Richards Nathan Holman Chris Musgrave Secretariat Andrew Davies

1.	Welcome/Introductions	Actions
	NH welcomed attendees and noted apologies.	
2.	Agree the notes of the meeting held 16th October 2024 and review progress of the actions on the action log	Actions
	The action notes and log were agreed as a correct record.	
3.	All Wales Anti Sexual Harassment Policy	Actions

	<p>Samantha Wright and Rob Blake attended for this item and presented the draft policy and charter. It was noted that Tanya Bull and Nathan Holman had been involved from a TU perspective.</p> <p>Colleagues recognised the need for a policy to be put in place as soon as possible as it was a specific step in meeting the duty. Colleagues felt that the policy was quite lengthy and suggested that a proportion of the content could be included as appendices and/or how to procedures.</p> <p>SW reminded colleagues of the need to engage with the NHS Executive, the Anti-Violence Collaborative and other key stakeholders through the Workforce Safety Board. She agreed to link colleagues up via the CNO's office. It was also noted that the policy would need to be considered at the Medical and Dental Business Group in advance of being presented to the WPF.</p> <p>It was agreed that colleagues would provide any further comments on the draft by 9 May. The BC recognised that there was still some work to do but the aim remained to present the final draft to the WPF on 10 June for agreement.</p>	<p>SW – Link colleagues into the CNO's office to allow engagement through the Workforce Safety Board.</p> <p>All – Provide any further comments on the draft by 9 May.</p>
<p>4.</p>	<p>Collective Agreement 2022/24</p>	<p>Actions</p>

	<p>MM presented reports on the 2 outstanding elements outlining a proposed agreed tri-partite position for each.</p> <p><u>CPD</u></p> <p>The group noted that the review of statutory and mandatory training was underway with the Consultant Consortium due to report by the end of May.</p> <p>The BC agreed the position and action plan included in the report.</p> <p><u>36-hour week</u></p> <p>The BC agreed the position and action plan included in the report.</p> <p>It was agreed that the tripartite co-ordinating group would meet to consider how best to deliver the key actions, namely inviting Scotland colleagues to a future meeting of the T&C Business Committee, making representation to the NHS Staff Council and consider how the IMTP cycle can be used to facilitate progress.</p> <p>Colleagues recognised that whilst the wording of the 2022/24 agreement had been met, member/staff expectations may differ and so it is necessary to continue dialogue with regard to this specific priority.</p> <p><u>Organisational Responses to WHC (2024) 017</u></p> <p>AD drew colleagues' attention to the organisational templates agreed by LPFs in response to the final milestone reporting requirement in relation to WHC (2024) 017. It was agreed that a summary report identifying good practice, and any concerns should be developed for presentation to the WPF on 10 June. This report should also reference the Social Partnership Duty and any future review of LPFs.</p>	<p>MM/NH/AD – Consider how best to deliver the key actions in the 36-hour report.</p> <p>MM/NH/AD – Develop a summary report in relation to the organisational responses to WHC (2024) 017 for the WPF.</p>
<p>5.</p>	<p>Band 2/3 Healthcare Support Workers</p>	<p>Actions</p>
	<p>AT fed back following the partnership meeting the previous day. It was noted that SG was developing a paper following the meeting laying out next steps. It was also noted that the framework and validation tool had been agreed in partnership and was ready for issuing.</p> <p>TB advised colleagues that this remained a very important priority for TUs, and she looked forward to receiving the paper with a view to sharing with members. She again reiterated TU concerns with regard to lack of progress to date and felt that this did not reflect well on partnership working within NHS Wales.</p>	

	Colleagues welcomed the fact that the validation tool was ready to be issued and felt that this would allow organisations to assess the impact.	
6.	Welsh Partnership Forum and Business Committee Terms of Reference	Actions
	<p>TU colleagues suggested an amendment to the wording in relation to TU membership of the Business Committee. TB agreed to provide amended wording.</p> <p>It was noted that the British Dental Association needed to be added to the Welsh Partnership TU membership.</p> <p>Colleagues also recognised the need to consider strengthening the governance arrangements to ensure that partnership decisions were delivered at organisational level. It was agreed to give this further consideration but not to amend the terms of reference for now.</p> <p>The BC agreed the revised terms of reference for both the Welsh Partnership Forum and Business Committee subject to the above amendments.</p>	TB – Provide amended wording in relation to the TU membership section of the Business Committee terms of reference.
7.	Welsh Partnership Forum 10 June - Agenda	Actions
	The BC agreed the draft agenda with a few amendments.	
8.	Any Other Business	Actions
	<p><u>All Wales Job Descriptions</u></p> <p>The following All Wales Job Descriptions were agreed: -</p> <p>Band 3 Wales Nursing Support Worker (Outpatients) Band 2 Wales Healthcare Support Worker (Outpatients)</p> <p><u>Salary Sacrifice</u></p> <p>TU colleagues expressed concern in relation to the impact that HMRC regulations with regard to salary sacrifice and the minimum wage were having on lower paid staff, resulting in a number of benefits being unavailable to these groups.</p> <p>GH acknowledged the concerns, particularly with regard to the purchasing of annual leave schemes and advised that NHSWSSP were working with other organisations to see how the impact could be mitigated. Employer colleagues agreed</p>	GH/AD – Schedule a discussion at W&OD Directors on how the salary

	<p>to discuss in more detail at the next W&OD Directors meeting with a view to commissioning a piece of work to further address the issues.</p> <p><u>Pay Award</u></p> <p>TU colleagues noted that the PRB report and recommendations had been received by Welsh Government. EC advised colleagues that she could not give an indication of a timeframe as to when the pay award would be announced at this stage, but WG colleagues were doing all they can to expedite the situation. However, she advised colleagues that the DDRB report and recommendations were yet to be received and so there would be no announcement until these had been received and considered.</p>	<p>sacrifice issues can be mitigated.</p>
<p>9.</p>	<p>Next Meeting Dates:</p>	<p>Actions</p>
	<p><u>Full WPF</u></p> <ul style="list-style-type: none"> • 10th June 2025 • 19th November 2025 <p><u>Full Business Committee</u></p> <ul style="list-style-type: none"> • 15th October 2025 (Provisional date) 	

Action Log

Action	Responsibility	Status	Due Date	Comments
Link colleagues into the CNO's office to allow further engagement of the All-Wales Anti-Sexual Harassment Policy through the Workforce Safety Board	SW	Completed	16 May	Policy agreed and issued to the Service on 2 September.
Provide any further comments on the draft All-Wales Anti-Sexual Harassment Policy.	All	Completed	9 May	Policy agreed and issued to the Service on 2 September.
Consider how best to deliver the key actions in the 36-hour report.	MM/NH/AD	Completed	31 May	Scottish colleagues attended T&C Business Committee in June to give their perspective. Raised at the NHS Staff Council for consideration at UK level.
Develop a summary report in relation to the organisational responses to WHC (2024) 017 for the WPF.	MM/NH/AD	Completed	10 June	Report presented to the WPF on 10 June.
Provide amended wording in relation to the TU membership section of the Business Committee terms of reference.	TB	Completed	31 May	Revised terms of reference updated and published.
Schedule a discussion at W&OD Directors on how the salary sacrifice issues can be mitigated.	GH/AD	Completed	16 May	Discussions held and options being considered.