

Present: 26 th March 2025			Apologies:
<p>Welsh Government:</p> <p>Amy Andrews Annie Jones Clare Chard Helen Arthur Judith Paget Martin Mansfield Sara Whittam</p>	<p>NHS Wales Employers:</p> <p>Alex Howells Angela Williams Gareth Hardacre Greg Dix Hannah Evans Helen Watkins Hywel Daniel Kay Hannigan Lianne Morse Neil Lewis Owain Vivian Ruth Alcolado Sam Morgan Sarah Jenkins Sarah Simmonds</p> <p>Andrea Thomas Andrew Davies Kirsty White Sue Green</p>	<p>Trade Unions:</p> <p>Alison Cleaton – Unite Amanda Milward – RCN Diana Scott-Brown – RCP Gareth Williams – BMA Iona Collins – BMA John Gwilliam – GMB Julia Chandler – BDA Louise Wright – CSP Nadia Probert – Unison Nathan Holman – GMB Nicky Hughes – RCN (Chair) Paul Seppman – Unite Ruby James – BAOT Stefan Senese – Unison Tanya Bull – Unison Vicky Richards – RCM</p>	<p>Welsh Government Emma Coles Chantelle Jenkins Gillian Knight</p> <p>NHS Tina Ricketts Lisa Gostling Nicola Prygodzicz Rachel Gidman</p> <p>Trade Union Members Amanda Irons – RCN Andrea Prince – Unison Caroline Hurley – SOR Chris Musgrave – CSP Dawn Ward – BAOT Jan Tomlinson – Unison Johnathan Strachan-Taylor – GMB Lucy Merredy – BMA Peter Hewin – BAOT Rachel Hadland – RCN Sharon Davies – RCM Stephen Austin – BDA</p>
			Secretariat
			Tabitha Rodway

1.	WPF10/06-1 Welcome and Apologies	Actions
	HA welcomed attendees to the meeting and noted apologies for absence.	
2.	WPF10/06-2 Welsh Government Update	Actions
	<p>JP's written update covered the following areas:</p> <ul style="list-style-type: none"> - NHS Performance: <ul style="list-style-type: none"> - Cancer - Urgent and Emergency Care - Emergency Departments - Ministerial Advisory Group - NHS Wales Joint Commissioning Committee - Winter Planning - Six Goals for Urgent and Emergency Care - NHS Finances <p>Welsh Partnership Forum noted the update.</p>	
3.	WPF10/06-3 Identify any other business to be discussed	Actions
	i) Iona Collins (BMA) raised a query from the last Welsh Partnership Forum re. All Wales Incident Reporting – JP agreed to take this item away for consideration and feed back in due course.	
4.	WPF10/06-4 Leadership and Management Framework	Actions
	<p>Helen Thomas, HEIW, attended for this item and gave a presentation on the Leadership and Management Competency Framework. HW reiterated the key partnership working aspect and described how the input of medical, nursing and finance teams continued to be key to the development of the framework.</p> <p>Timelines for the next stages of the work include the framework and code being signed off over the coming months, with the competency framework tool to be updated to reflect competency statements for Wales. HW added that collaboration</p>	HT to share membership of the Design and Delivery Group; all to consider

	<p>with different professions and staff groups to shape input into ongoing curriculum design would be welcomed; digital teams in particular are keen and engaged. A Design and Delivery group is due to be established within the next month, with a soft launch pilot planned, working together to ensure consistency across the service. The product is yet to become available, but the launch will mirror NHS England timescales.</p> <p>HT advised she would share the membership of the Design and Delivery group and would be happy to receive comments/nominations from NHS organisations.</p> <p>JP thanked HT for her time and Welsh Partnership Forum noted the update.</p>	<p>nominations to join.</p>
5.	WPF10/06-5 Education and Commissioning Plan 2026/27	Actions
	<p>Ian Mathieson and Anton Saayman, HEIW, attended for this item and gave a presentation on the Education and Training plan for 2026/27.</p> <p>IM shared that this work is more than just a training plan, rather an opportunity to shape the workforce of NHS Wales by continually scanning the horizon, taking the information provided by each organisation's IMTP and tying in with a range of live policy influences including the Ministerial Advisory Group report alongside Cabinet Secretary priorities.</p> <p>The plan will be approved by the HEIW Board and submitted to Welsh Government in the autumn, to be considered in the context of national requirements and priorities. It is being developed through extensive engagement, looking at the priorities of different organisations, being cognisant of workforce pressures and gaining professional insights to address whole-system requirements.</p> <p>AS reiterated the need to take both the UK and world-wide political landscape into account, and advised that much consideration is being given to future planning and training capacity, looking specifically at what local populations need, including training for the c.56 different medical specialties in Wales. As an example, a phased increase is being proposed in GP training capacity to align care closer to the community.</p> <p>IM described the recommendations for investment into post-graduate priorities, i.e. primary and community care, continued expansion of specialist community public health nurses, and support for mental health initiatives. The plan makes provision for work-based learning to diversify routes for entry, as well as funding for advanced and enhanced practice such as independent prescribing by a range of professionals, to include supporting the development of the infrastructure required to deliver.</p>	

	<p>Questions raised by colleagues included contingency planning in the wake of the proposed cuts to Nursing studies at Cardiff University, and the current bursary position. IM advised that HEIW is involved in regular discussions with the university to consider immediate impact and long-term management, and is working to mitigate the effects of the proposed cuts to programmes of study. Work is progressing well, with the hope that HEIW will be in a position to pass information to Welsh Government within the next couple of months. HA advised that there will be a consultation on the bursary with a range of different options and to ensure the right people are targeted and benefit in future.</p> <p>JP thanked IM and AS for their presentation and Welsh Partnership Forum noted the update.</p>	
6.	WPF10/06-6 NHS Staff Survey – Update on findings/results	Actions
	<p>Fahmin Khanum, HEIW, attended for this item and gave a presentation and further update on key themes following the March meeting of the Welsh Partnership Forum.</p> <p>FK advised that current focus is on partnership and staff voice. The staff survey now has refined questions and improved user experience, with an increase in participation rates. Dashboards have been co-developed, giving a greater focus to granular data. FK shared that the response rate was up this year, whereas staff engagement fell slightly.</p> <p>The aim is now to move from insight to impact, working closely with the partnership leads group which includes representatives from Welsh Government and Trade Unions as well as NHS organisations. FK advised that insights gained will be utilised to make improvements across the whole system, with the intention to formalise input and put the newly-formed Staff Survey Hub on open-access Gwella, to provide quicker access to data and to showcase how work continues to be developed.</p> <p>Colleagues discussed learnings with a specific focus on higher-scoring organisations, and were given the assurance that linking in with other NHS organisations ahead of the next round was in train via the engagement leads network. FK advised that a detailed progress plan would be circulated for discussion within Local Partnership Fora and staff networks. There was discussion around the issue of staff being unsure under which category they might fall. FK committed to follow up to understand hierarchies provided by each organisation, and how this reflects as categories for selection for more successful engagement and ease for staff completion.</p> <p>Colleagues felt it was important to clearly demonstrate what has been improved as a result of previous surveys. FK shared that a key ambition is to get success stories out via the open Staff Survey Hub for all staff to be able to view. Accessibility</p>	

	<p>was discussed; FK confirmed that in addition to the online platform, this year’s survey will be printed and issued to organisations in September with printed translations available, as well as easy-read options and a telephone number for live in-person translation.</p> <p>The staff survey team at HEIW was commended by both colleagues and JP, who advised that many organisations have commented on how responsive the team is, and that signs of improvements are evident. JP thanked FK for her presentation and Welsh Partnership Forum noted the update.</p>	
7.	WPF10/06-7 Value and Sustainability/Agency Update	Actions
	<p>HA presented an update on Value and Sustainability, with a focus on reduction of agency staff. HA explained that as part of the work on the non-pay deal and associated financial constraints, it was agreed in partnership that there was a need to look at agency spend. As part of that collective priority, JP established the Value and Sustainability Board to look at how to deliver better value and more sustainable services across NHS Wales; reducing workforce inefficiencies is a clear priority alongside investment in international recruitment. HA noted that further Value and Sustainability items could be brought to Welsh Partnership Forum for discussion in the future if colleagues expressed an interest.</p> <p>HA shared that the aim of the agency reduction programme is to reduce agency expenditure whilst maintaining safe, sustainable staffing levels as a multifunctional set of aims to enhance quality and safety as well as employment rights, not just as a cost-saving exercise. Flexible working was discussed, alongside the flexibility of Retire and Return and the HEIW work on retention, all of which are boosting workforce supply and leading to reduced turnover.</p> <p>The impact of agency reduction has seen savings of c.£90m within the agency budget, as well as reducing agency usage by an increase in recruitment to the substantive workforce over the last 12 months. The biggest impact is in the nursing workforce, but there has also been an impact on administrative and clerical alongside medical and dental, as well as a reduction in vacancies.</p> <p>Colleagues raised queries regarding medical recruitment both in the UK and overseas, including the issue of changing Visa codes and the subsequent impact on Right to Work in the UK. HA confirmed that the imminent implications will need to be worked through, with some solutions in the pipeline for further discussion in due course. The loss of international recruits to better deals in Australia and Canada after a specified time was discussed; HA advised that Sue Tranka is looking very carefully at the experience of international staff.</p> <p>JP thanked HA for her presentation and Welsh Partnership Forum noted the update.</p>	<p>HA to circulate Value and Sustainability Agency Update slides with revised numbers.</p>

8.	WPF10/06-8 Collective Agreement 2022/24	Actions
	<p>MM gave an update on the WHC (2024) 017 Closure Report, following receipt of the final round of completion reports submitted in January 2025. These incorporated a series of reporting elements, with final submissions reviewed by WPF Business Committee and a summary template produced for tripartite agreement.</p> <p>Colleagues noted that the highlight report was helpful but with some inconsistencies evident; MM advised that these will be worked through at the forthcoming tripartite working group, and the highlight report will be updated following these discussions.</p> <p>JP thanked everyone for their contribution to this work and Welsh Partnership Forum noted the update.</p>	
9.	WPF10/06-9 2025/26 Pay Award	Actions
	<p>HA and NH gave an update on the 2025/26 Pay Award.</p> <p>HA advised that Welsh Government had been able to match the recommendation for the pay award and confirmed that increases would show in colleagues' pay in August 2025. HA acknowledged that she was aware that some Trade Unions were running consultative ballots.</p> <p>NH gave a general overview of the Trade Union position, advising that there had been a lot of disappointment that the offer had not exceeded the pay review bodies' recommendation as cost of living is still rising, and other public services have received a higher award. NH advised that the results of the last consultative ballots are due by the end of July.</p> <p>JP thanked HA and NH and Welsh Partnership Forum noted the update.</p>	
10.	WPF10/06-10 All-Wales Anti Sexual Harassment Policy update	Actions
	<p>AD gave an update on behalf of colleagues working on the revised All-Wales Anti Sexual Harassment policy, advising that the policy was taken to Medical and Dental Business Group in early May, and to Business Committee at the end of April. MDBG confirmed they were content to agree the policy outside of the meeting via email. The final step is to engage with the Workforce Safety National Programme Board, to ensure there is no duplication or contradiction with the work of that group.</p>	

	<p>AD made a request to colleagues that if the policy is finalised within the next few weeks, then it may be taken to T&C Business Committee meeting for agreement in partnership, then finalised via Chair’s Action. JP asked for consent to proceed on this basis: all present were in agreement.</p> <p>Welsh Partnership Forum noted the update.</p>	
11.	WPF10/06-11 Bank Incentivisation – Draft Revised Terms of Engagement	Actions
	<p>AD advised that the working group has continued to meet, with a key output being the All-Wales draft revised Terms of Engagement for Non-Medical Bank Workers. AD explained that they are intended as a consistent set for use on an All-Wales basis, with the intention to use the launch and communication to re-emphasise the need for consistency across all NHS Wales organisations. Some comments have been received from Trade Unions; if there are any further comments then these may be directed to NH who will follow up with AD, before taking to T&C Business Committee for agreement in partnership and subsequent Chair’s Action.</p> <p>JP asked for consent to proceed on this basis: all present were in agreement.</p> <p>Welsh Partnership Forum noted the update.</p>	
12.	WPF10/06-12 Band 2/3 Work Update	Actions
	<p>SG advised that work is still being undertaken to reach a national agreement, whilst also working through the technical challenges of backdating pay to 1 Jan 2025. Productive and constructive discussions are continuing, with the aim of getting to a tripartite-agreed position before bringing back to Welsh Partnership Forum. TB affirmed that discussions were proceeding very well within the principles of social partnership, and advised that further discussion would be welcomed to ensure backpay is remunerated in a way that can be expedited, recognising that good progress is being made.</p> <p>There was discussion around a previous action regarding Band 2/3 regarding understanding the challenges and timeframes of the approval mechanisms within each organisation, which within these timescales is no longer relevant; AD advised that it might instead be useful to hold a session to recognise different local issues in relation to approval routes in general. It was agreed that this would be included as part of a development programme for a T&C Business Committee in the future; AD, MM and NH agreed to discuss as part of the tripartite coordinating group agenda.</p>	

	<p>JP thanked all for engaging in such constructive tripartite working.</p> <p>Welsh Partnership Forum noted the update.</p>	
13.	WPF10/06-13 Nursing and Midwifery Profiles Update	Actions
	<p>AT advised that the Nursing and Midwifery profiles had been released and circulated, and that the team is currently working with CAJE to upload and move forward. AT shared that they are also working on the All-Wales Nursing and Midwifery Job Descriptions in partnership, which are out for consultation and good progress is being made.</p> <p>NH queried a document from NHS England on implementation, and requested a timeline for Wales; SG confirmed that AT has drafted a communication, ensuring partnership comfort, which will be circulated in due course.</p> <p>Welsh Partnership Forum noted the update.</p>	
14.	WPF10/06-14 NHS Wales Job Descriptions for Approval	Actions
	<p>AT presented a number of All-Wales Job Descriptions for approval. Colleagues recognised that in providing sign-off, they were assured that the process of producing the All-Wales Job Descriptions was rigorous and completed in partnership, rather than considering each individual job description at this meeting.</p> <p>Welsh Partnership Forum agreed the following All-Wales Job Descriptions:</p> <ul style="list-style-type: none"> - Wales Health Care Support Worker (Critical Care/High Dependency) Band 2 - Wales Nursing Support Worker (Critical Care/High Dependency) Band 3 - Wales Healthcare Support Worker (Mental Health) Band 2 - Wales Nursing Support Worker (Mental Health) Band 3 - Wales Enhanced Practitioner (Diagnostic Radiography) Band 7 - Wales Advanced Practitioner (Diagnostic Radiography) Band 8a <p>All present were in agreement that the All-Wales Job Descriptions listed above had been completed in partnership.</p> <p>Welsh Partnership Forum noted the update.</p>	

15.	WPF26/03-15 NHS Staff Council Update	Actions
	<p>NH provided a verbal update following the meeting held on 12 March 2025, advising that the agenda included non-pay work for England, pay award updates from devolved nations, and signed off job profiles. NH advised that Staff Council wrote to the Health Secretary in Westminster asking for a tripartite group to be set up to discuss issues such as RAAC and asbestos, and queried if a group should be set up in Wales to look at Health & Safety or whether these kinds of issues are captured elsewhere. HA offered to follow up with NH on this issue.</p> <p>Welsh Partnership Forum noted the update.</p>	<p>HA to follow up with NH on Health & Safety, wellbeing and environmental issues arising from Staff Council meeting.</p>
16.	WPF26/03-16 Business Committee Update	Actions
	<p>There were no issues arising from the Business Committee report.</p> <p>Welsh Partnership Forum noted the update.</p>	
17.	WPF30/06-20 Medical and Dental Business Group Update	Actions
	<p>KW presented a written update following the meeting held on 13 May 2025, advising that the SAS doctor career progression/regrading has been launched, with five applications received in two weeks. KW shared that the Welsh Resident Doctor Committee contract negotiations are proceeding well, with meetings scheduled to conclude negotiations by mid-July.</p> <p>Welsh Partnership Forum noted the update.</p>	
18.	WPF30/06-18 Previous WPF Notes & Minutes (26 March 2025)	Actions
	<p>The notes of the meeting held on 26 March 2025 were agreed as a correct record.</p>	
19.	WPF30/06-19 Any Other Business	Actions
	<p>There was no other business.</p>	

20.	WPF30/06-20 Date of Next Meeting	Actions
	<p><u>Full WPF</u></p> <ul style="list-style-type: none"> - 19th November 2025 <p><u>Full Business Committee</u></p> <ul style="list-style-type: none"> - 15th October 2025 	

Action Log

Agenda Item	Action	Responsibility	Status	Due Date
WPF10/06-4 Leadership and Management Framework	HT to share membership of the Design and Delivery Group; all to consider nominations to join.	HT		19 November 2025
WPF10/06-7 Value and Sustainability/Agency Update	HA to circulate Value and Sustainability Agency Update slides with revised numbers.	HA		19 November 2025
WPF26/03-15 NHS Staff Council Update	HA to follow up with NHu on Health & Safety, wellbeing and environmental issues arising from Staff Council meeting.	HA/NHu		19 November 2025