



## Remuneration & Terms of Service Committee (R&TS)

Minutes of the Meeting Held on  
20.7.20 via Webex

<p><b>Present:</b></p> <p>Mark Polin Medwyn Hughes Lucy Reid</p>	<p>Chair Independent Member Health Board Vice-Chair</p>
<p><b>In Attendance:</b></p> <p>Sue Green Liz Jones</p>	<p>Executive Director of Workforce &amp; Organisational Development (OD) Assistant Director, Corporate Governance</p>
Agenda Item	Action
<p><b>R20.35 Apologies and declarations of interests</b></p> <p>Apologies were received from Simon Dean and Jackie Hughes. There were no declarations of interests. The Chair formally welcomed the Health Board Vice-Chair as a new member of the R&amp;TS Committee.</p>	
<p><b>R20.36 Draft minutes of previous meeting 15.6.20</b></p> <p>The minutes were approved as an accurate record.</p>	
<p><b>R20.37 Summary action log for discussion</b></p> <p>R20.37.1 The action log was reviewed and actions updated. SG noted that Performers' List information was referenced in the Upholding Professional Standards in Wales (UPSW) paper on the agenda. An Independent Member queried if this related to managed practices only and the Executive Director of Workforce &amp; OD clarified that the criteria for the R&amp;TS Committee involved any exclusion over six months for UPSW purposes, although she chose to provide additional information. She added that Workforce &amp; OD get involved in managed practices but not independent contractors as these were not Health Board employees.</p> <p>R20.37.2 The Independent Member stated that the Health Board had a regulatory duty regarding those on its Performers List, but there was currently no oversight of the list and it did not have a route for reporting in. The Executive Director of Workforce &amp; OD agreed to discuss this matter with the Executive Medical Director and Deputy Responsible Officer, to ascertain their views on the appropriateness of independent contractor issues reporting into the R&amp;TS Committee. She stated that she was not sure that it was appropriate to use R&amp;TS as an employment committee. The Independent Member responded that a precedent had been set as the</p>	<p>SG</p>

<p>Committee already received revalidation and professional standards reports for non-employees.</p> <p>R20.37.3 In response to the Chair, the Executive Director of Workforce &amp; OD stated that she could bring information on disciplinary cases to the Committee. The Chair clarified that he was concerned to know about high profile cases and tribunals that could threaten the reputation of the Board; he did not wish to be sighted on the outcome of every disciplinary and would rely upon the Executive Director of Workforce &amp; OD's discretion. The Executive Director of Workforce &amp; OD agreed to work up a proposal on the parameters in respect of disciplinary and employment tribunal cases.</p>	SG
<p><b>R20.38 Matters considered in private at the last meeting, to be noted in public</b></p> <p>It was noted that the draft Remuneration &amp; Staff Report 2019/20, Executive Team acting appointments, and the Chief Executive search &amp; appointment process had been considered in private at the meeting held on 15.6.20.</p>	
<p><b>R20.39 R&amp;TS Committee Annual Report 2019/20</b></p> <p>The draft Committee Annual Report was discussed. It was noted that entry 3.3 on page 4 should have had a dash in the middle column, rather than 'green', to denote that there had been no business to discuss during the year in respect of additional payments to consultants. Subject to this amendment, the report was approved.</p>	
<p><b>R20.40 Reserve Forces Training and Mobilisation Policy</b></p> <p>The Executive Director of Workforce &amp; OD explained the task &amp; finish group work underway as part of the workforce policy improvement plan. The intention was to bring all workforce related policies up to date. The Committee noted the Reserve Forces Training and Mobilisation Policy - an all-Wales policy already approved by the Executive Director of Workforce &amp; OD under delegated authority arrangements approved by the Committee in April 2019.</p>	
<p><b>R20.41 General Medical Council (GMC) Revalidation update 2020</b></p> <p>R20.41.1 The Health Board Vice-Chair commented that she was pleased to see that deferral rates had improved. However, she was concerned that the narrative accompanying graph 3 referred to 50% of deferrals submitted being unavoidable, but there was no detail presented on how this fit with the reason for deferral. She stated that there was no assurance provided on what action had been taken leading up to the point that the major decision to defer a revalidation was made. She requested further detail on this for assurance purposes, within a week. It was agreed that the Executive Director of Workforce &amp; OD would provide this.</p> <p>R20.41.2 The Executive Director of Workforce &amp; OD also agreed to check that revalidation information included in the Integrated Quality &amp; Performance Report (IQPR) was forwarded to the Quality, Safety &amp; Experience (QSE) Committee, and not the Finance &amp; Performance Committee. In response to the Chair, the Executive Director of Workforce &amp; OD updated on Deanery rota issues. Following discussion, the Committee noted the revalidation update provided and also noted the future</p>	<p>SG</p> <p>SG</p>

actions, scrutiny and assurance processes required.	
<p><b>R20.42 Nursing and Midwifery Council (NMC) Registration, Revalidation and Fitness to Practise Annual Report 2019</b></p> <p>The Health Board Vice-Chair queried whether the report covered NMC cases for employed individuals only, as she was aware that the Health Board had been involved in investigations of nurses working in primary care. The Executive Director of Workforce &amp; OD responded that the report should cover both nurses who were employed and those who were not directly employed. She added that these should be presented separately in the report. She believed that the figures quoted in the report included nurses who were not Health Board employees. The Chair queried whether there were any trends in the data presented in the report. The Executive Director of Workforce &amp; OD agreed to check these points with the Executive Director of Nursing &amp; Midwifery. The Committee noted the content of the report and the processes in place to provide assurance on NMC registration, revalidation and fitness to practise.</p>	SG
<p><b>R20.43 Any other business</b></p> <p>None.</p>	
<p><b>R20.44 Date of next meeting</b></p> <p>It was noted that the next meeting was scheduled for 5.10.20, however an extraordinary meeting would need to be arranged before then, once the panel date for the Chief Executive role was confirmed.</p>	
<p><b>R20.45 Resolution to exclude the press and public and move to private session</b></p> <p>The Committee moved into private session.</p>	

*Betsi Cadwaladr University Health Board is the operational name of Betsi Cadwaladr University Local Health Board*