

Bundle Bwrdd AaGIC (Agored) 26 March 2020

AGENDA

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 - 5.3.2
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ADDYSG A GWELLA IECHYD CYMRU (AaGIC)

Cyfarfod Bwrdd – 10.00am-11.30am

i'w gynnal ddydd Iau, 26 Mawrth 2020
AaGIC Ystafell Gyfarfod 11, Tŷ Dysgu

AGENDA

RHAN 1	MATERION RHAGARWEINIOL	10:00-10:10
1.1	Croeso a Chyflwyniadau	Cadeirydd/Llafar
1.2	Ymddiheuriadau am Absenoldeb	Cadeirydd/Llafar
1.3	Datgan buddiannau	Cadeirydd/Llafar
1.4	Derbyn a chadarnhau cofnodion y cyfarfod Bwrdd a gynhaliwyd ar 30 Ionawr 2020	Cadeirydd/ Atodiad
1.5	Cofnod Gweithredu	Cadeirydd/ Atodiad
1.6	Materion yn Codi	Cadeirydd/Llafar
RHAN 2	ADRODDIADAU'R CADEIRYDD A'R PRIF WEITHREDWR	10:10-10:40
2.1	Adroddiad y Cadeirydd a Chadarnhau Camau'r Cadeirydd	Cadeirydd/ Atodiad
2.2	Adroddiad y Prif Weithredwr	Prif Weithredwr/Atodiad
2.3	Coronafeirws • Diweddariad y Prif Weithredwr • Trefniadau Newydd y Bwrdd	Prif Weithredwr/Atodiad Ysgrifennydd y Bwrdd/ Atodiad
RHAN 3	EITEMAU STRATEGOL	10:40-10:50
3.1	Y Diweddaraaf am Egwyddorion Arweinyddiaeth Dosturiol	Cyfarwyddwr y Gweithlu ac OD/ Atodiad
RHAN 4	LLYWODRAETHU, PERFFORMIAD A SICRWYDD	10:50-11:20
4.1	Adroddiad Cyllid: • Sefyllfa Mis 11 • Llythyr Dyrannu	Cyfarwyddwr Cyllid/ Atodiadau
4.2	Adroddiad Perfformiad	Cyfarwyddwr y Gweithlu ac OD/ Atodiad

4.3	Y Gofrestr Risgiau Corfforaethol	Ysgrifennydd y Bwrdd/ Atodiad
4.4	Cael adroddiad materion allweddol gan: - Y Pwyllgor Archwilio a Sicrwydd a gynhaliwyd ar 27 Ionawr 2020	Cadeirydd y Pwyllgor/ Atodiad
4.5	Penderfyniadau	Ysgrifennydd y Bwrdd/ Atodiad
RHAN 5	MATERION ERAILL	11:20-11:30
5.1	Unrhyw faterion brys eraill: • AaGIC Adroddiad Cydraddoldeb Blynnyddol 2018-19 • AaGIC Cofnodi Bwlch Cyflog Rhwng y Rhywiau	Cyfarwyddwr y Gweithlu ac OD/Atodiad Cyfarwyddwr y Gweithlu ac OD/Atodiad
5.2	Crynodeb o gamau gweithredu allweddol	Cadeirydd/Llafar
5.3	Dyddiad y Cyfarfodydd Nesaf: • Sesiwn Datblygu Bwrdd AaGIC i'w gynnal ar 30 Ebrill 2020 yn y Tŷ Dysgu, Nantgarw • Bwrdd AaGIC i'w gynnal ar 28 Mai 2020 yn y Tŷ Dysgu, Nantgarw.	

Yn unol â darpariaethau Adran 1(2) Deddf Cyrff Cyhoeddus (Derbyn i Gyfarfodydd) 1960, gwneir penderfyniad i wahardd cynrychiolwyr y wasg ac aelodau eraill y cyhoedd o ran olaf y cyfarfod ar y sail y byddai'n niweidiol i fudd y cyhoedd oherwydd natur gyfrinachol y busnes sydd i'w drafod. Cynhelir rhan hon y cyfarfod yn breifat.

**Cofnodion Heb eu Cadarnhau Cyfarfod Bwrdd AaGIC
a gynhaliwyd ar 20 Ionawr 2020 am 10:00am
yn yTŷ Dysgu, Nantgarw**

Yn bresennol:

Dr Chris Jones	Cadeirydd
John Hill-Tout	Is-gadeirydd, Aelod Annibynnol
Tina Donnelly	Aelod Annibynnol
Dr Ruth Hall	Aelod Annibynnol
Gill Lewis	Aelod Annibynnol
Yr Athro Ceri Phillips	Aelod Annibynnol
Alex Howells	Prif Weithredwr
Yr Athro Pushpinder Mangat	Cyfarwyddwr Meddygol
Julie Rogers	Cyfarwyddwr y Gweithle a'r Cyfarwyddwr Gweithrediadau
Eifion Williams	Cyfarwyddwr Cyllid Dros Dro.

Yn mynychu:

Dafydd Bebb	Ysgrifennydd y Bwrdd
Kay Barrow	Rheolwr Llywodraethu Corfforaethol (Ysgrifenyddiaeth)
Huw Owen	Rheolwr Gwasanaethau'r Gymraeg
Dr Sharif Popal	Llawfeddyg Cardiothorasig (Eitem 1.4 yn unig)
Leona Walsh	Ymarferydd o'r Uned Cymorth Proffesiynol
Trish Moore	Swyddog Gweinyddol yr Uned Cymorth Proffesiynol

RHAN 1	MATERION RHAGARWEINIOL	Cam Gweithredu
3001/1.1	Croeso a Chyflwyniadau	
	Estynnodd y Cadeirydd groeso i bawb i gyfarfod Bwrdd Addysg a Gwella Iechyd Cymru (AaGIC).	
3001/1.2	Ymddiheuriadau am Absenoldeb	
	Cafwyd ymddiheuriadau gan Stephen Griffiths, Cyfarwyddwr Nyrsio a Dr Heidi Phillips, Aelod Annibynnol.	
3001/1.3	Datgan Buddiannau	
	Dim.	
3001/1.4	Stori Gwelliant – Ceiswyr Lloches a Ffoaduriaid sy'n Feddygon a Deintyddion yng Nghymru	
	Rhoddodd Dr Sharif Popal gyflwyniad i'r Bwrdd am ei daith bersonol fel meddyg oedd yn ffoadur o Affganistan yn wreiddiol. Disgrifiodd ei brofiadau a'r heriau a wynebodd, a'r hyn a wnaeth iddo ofyn am gymorth gan elusen Alltudion ar Waith (DPIA) pan	

	gyrhaeddodd y DU. Cyflwynwyd Dr Popal i Grŵp Meddygon Ceiswyr Lloches a Ffoaduriaid Cymru (WARD) o ganlyniad i waith yr elusen Alltudion ar Waith (DPIA) gyda Grŵp WARD AaGIC. Roedd y cyflwyniad yn amlygu manteision y cynllun WARD i ffoaduriaid a cheiswyr lloches sy'n feddygon medrus a chanddynt flynyddoedd o brofiad yn eu gwledydd eu hunain. Gyda chymorth cynllun WARD, maent yn datblygu eu sgiliau Cymraeg/Saesneg, yn gwneud yr arholiadau meddygol sy'n angenrheidiol i weithio fel meddygon yn y DU, yn cael eu cofrestru gyda'r Cyngor Meddygol Cyffredinol ac yn cynnig eu sgiliau i'r GIG a'i gleifion drwy leoliadau cychwynnol wedi'u hariannu. Fe wnaeth y Cadeirydd ddiolch i Dr Popal, ar ran y bwrdd, am ei gyflwyniad diffuant ac ysbrydoledig.	
Penderfynwyd	Fe wnaeth y bwrdd nodi r storï gwelliant.	
	Gadawodd Dr Sharif Popal, Leona Walsh a Trish Moore y cyfarfod.	
3001/1.5	Derbyn a chadarnhau cofnodion y cyfarfod Bwrdd a gynhaliwyd ar Dydd Iau, 19 Rhagfyr 2019	
	Cafodd cofnodion y cyfarfod a gynhaliwyd ar 19 Rhagfyr 2019 eu derbyn a'u cymeradwyo fel cofnod cywir o'r cyfarfod.	
3001/1.6	Cofnod Gweithredu	
	Fe wnaeth y Bwrdd dderbyn Cofnod Gweithredu'r cyfarfod a gynhaliwyd ar 19 Rhagfyr 2019 a nodi bod yr holl gamau gweithredu wedi cael eu cyflawni.	
3001/1.7	Materion yn codi	
	Nid oedd dim materion yn codi o'r cyfarfod blaenorol.	
3001/2	ADRODDIADAU'R CADEIRYDD A'R PRIF WEITHREDWR	
3001/2.1	Adroddiad y Cadeirydd	
	Derbyniwyd adroddiad y Cadeirydd. Drwy gyflwyno'r adroddiad, amlygodd y Cadeirydd ei fod wedi cwblhau arfarniadau canol blwyddyn yr Aelodau Annibynnol. Roedd yn croesawu penderfyniad y Gweinidog i ailbenodi tri o Aelodau Annibynnol AaGIC roedd eu deiliadaethau presennol ar fin dod i ben. Roedd yn aros am gadarnhad ffurfiol gan y Gweinidog. Nododd y Cadeirydd ei fod wedi cael ei arfarniad ei hun gyda'r Gweinidog, a oedd wedi rhoi lle iddo fyfyrïo'n adeiladol ac atgyfnerthu'r cyfraniad cadarnhaol at AaGIC. Bu'r Cadeirydd yn edrych yn ôl ar Ddigmwyddiad Ymgysylltu â Myfyrwyr y bu ynddo ym Mhrifysgol Metropolitan Caerdydd. Fe	

	wnaeth hyn yn ei helpu i ddeall pwysigrwydd Bwrsari GIG Cymru i fyfyrwyr, yn enwedig i fyfyrwyr hŷn sy'n dilyn gyrfaedd sy'n newid eu bywydau o ganlyniad iddo. Roedd yn croesawu barn agored a gonest y myfyrwyr a pha mor bwysig oedd yr uchelgais o weithio yn y GIG iddyn nhw, yn ogystal ag annog pobl i ddefnyddio'r Gymraeg. Roedd y Cadeirydd yn falch o fynd i Grŵp Amrywiaeth a Chynhwysiant AaGIC, lle roedd yr aelodau'n dangos llawer o ymrwymiad a brwdfrydedd. Roedd ganddo ddiddordeb penodol mewn clywed y drafodaeth ar gyrhaeddiad gwahaniaethol.	
Penderfynwyd	Fe wnaeth y Bwrdd • nodi adroddiad y Cadeirydd; • cytuno y dylai'r Cadeirydd rannu ei lythyr arfarnu gyda Bwrdd yr Aelodau pan ddaw i law.	Cadeirydd
3001/2.2	Adroddiad y Prif Weithredwr	
	Derbyniwyd adroddiad y Prif Weithredwr. Drwy gyflwyno'r adroddiad, fe wnaeth Alex Howells amlygu bod cyflwyno Strategaeth y Gweithlu ar gyfer lechyd a Gofal Cymdeithasol yn garreg filltir arwyddocaol. Esboniodd fod cyfarfod 'dirwyn i ben' y Grŵp Llywio wedi cael ei gynnal. Mae llythyr ar y cyd wedi cael ei anfon gan AaGIC a GCC at Lywodraeth Cymru i gael eglurder ynghylch y camau nesaf Cadarnhawyd y byddai'r Tîm Gweithredu Lefelau Staffio Nyrsys yn cael ei drosglwyddo o lechyd Cyhoeddus Cymru i AaGIC o 1 Ebrill 2020 ymlaen. . Yng nghyswllt Ymgysylltu â Rhanddeiliaid, mae'r ymweliadau Comisiynu Addysg Blyneddol yn cael eu cynnal gan ddefnyddio'r dull aml-broffesiwn diwygiedig newydd, yn ogystal â chanolbwyntio ar Addysg Feddygol Ôl-raddedig. Mae hwn yn gyfle i ymgysylltu â sefydliadau'r GIG mewn trafodaeth ehangach am addysg a hyfforddiant. Bu'r Tîm Gweithredol mewn cyfarfod Gweithredol ar y cyd â Bwrdd lechyd Prifysgol Bae Abertawe ar 29 Ionawr 2020. Cafwyd trafodaeth ddefnyddiol am yr agenda ehangach, y Cynllun Tymor Canolig Integredig a'r camau gweithredu i'w dwyn ymlaen mewn perthynas â'r Bwrdd Partneriaeth Rhanbarthol a modelau integredig. Nodwyd y byddai cyfarfod Gweithredol ar y cyd â Gofal Cymdeithasol Cymru yn cael ei gynnal ar 11 Chwefror 2020. Roedd yr ymweliad â'r Alban i gwrdd ag Addysg lechyd Lloegr	

	ac Addysg Cenedlaethol yr Alban yn cael ei gynnal ddechrau mis Chwefror.	
	Dymunai Alex Howells ddiolch i aelodau'r Tîm Gweithredol am eu cefnogaeth barhaus yn y cyfnod prysur iawn hwn.	
Penderfynwyd	Fe wnaeth y Bwrdd nod i adroddiad y Prif Weithredwr	
3001/3	EITEMAU STRATEGOL	
3001/3.1	Cynllun Tymor Canolig Integredig	
	Fe wnaeth y Bwrdd dderbyn y Cynllun Tymor Canolig Integredig (IMTP). Drwy gyflwyno'r Cynllun Tymor Canolig Integredig, fe wnaeth Julie Rogers amlygu bod y ddogfen wedi bod yn cael ei datblygu ers 6 mis a bod y broses hon wedi cynnwys amrywiaeth eang o ymgysylltu mewnol ac allanol. Cafodd y nodau strategol a'r cynllun sy'n esblygu eu rhannu yn ystod camau amrywiol o'r broses, ac fe groesawyd adborth. Amlygwyd bod y Bwrdd hefyd wedi bod yn rhan weithredol o amrywiol gamau'r broses gynllunio a bod yr adborth a gafwyd wedi cael ei adlewyrchu yn fersiwn terfynol y ddogfen. Rhannwyd y Cynllun Tymor Canolig Integredig â Llywodraeth Cymru yn rheolaidd ac fe gyfrannodd eu hadborth at lunio'r ddogfen derfynol. Mae'r meysydd penodol sydd wedi'u cynnwys a/neu eu gwella yn ymwneud â chyfraniad AaGIC at Ddeddf Llesiant Cenedlaethau'r Dyfodol; cylch gwaith AaGIC o ran ymchwil a chysondeb â'r 5 blaenoriaeth Weinidogol. Amlygwyd bod Asesiad integredig o'r Effaith ar Gydraddoldeb hefyd wedi cael ei gynnal i sicrhau bod yr amcanion strategol yn y Cynllun Tymor Canolig Integredig wedi'u llunio a'u cyflawni'n deg yn unol â Deddfwriaeth y Gymraeg, Cydraddoldeb a Deddfwriaeth Hawliau Dynol. Nododd Eifion Williams bod y Cynllun Tymor Canolig Integredig wedi'i gefnogi gan gynllun ariannol 5 mlynedd, a oedd wedi'i ymestyn o'r cynllun 3 blynedd arferol. Roedd hyn yn golygu bod modd bod yn gyson â blynyddoedd academiaidd ac ystyried yr holl achosion busnes y cytunwyd arnynt a'r cynnydd mewn cyllidebau comisiynu sydd wedi'u cymeradwyo gan Lywodraeth Cymru. Esboniodd fod y cynllun ariannol wedi cael ei rannu a'i brofi gyda Llywodraeth Cymru. Roedd y camau nesaf yn cynnwys ei gyflwyno i Lywodraeth Cymru erbyn y dyddiad cau, sef 31 Ionawr 2020. Bydd y Cynllun Tymor Canolig Integredig yn cael ei adolygu gan Arweinwyr Polisi Llywodraeth Cymru ac fel ddisgwyliwyd adborth yn ystod mis Mawrth 2020.	

	Roedd y Cadeirydd yn falch o weld sut roedd y Cynllun Tymor Canolig Integredig yn dangos bod AaGIC yn sefydliad sy'n aeddfedu a'i fod yn cael ei integreiddio i deulu GIG Cymru. Fe wnaeth y Bwrdd drafod y Cynllun Tymor Canolig Integredig a'r cyd-destun ehangach, sef gwerth proses y Cynllun yn AaGIC, GIG Cymru yn ehangach a Llywodraeth Cymru. Mewn ymateb i ymholiad a godwyd mewn perthynas â'r gallu i gyflawni, amlygwyd bod strwythurau sefydliadol AaGIC wedi cael eu hadolygu ac y byddent yn cael eu trafod â'r bwrdd yn ystod y sesiwn 'mewn pwyllgor' a fyddai'n cael ei gynnal yn nes ymlaen, a fyddai'n dilyn y sesiwn 'agored'. Roedd Gill Lewis yn croesawu ychwanegedd y cynllun ariannol 5 mlynedd, ond roedd yn holi am yr effaith byddai uchelgeisiau Strategaeth y Gweithlu ym maes lechyd a Gofal Cymdeithasol yn ei chael, yn enwedig o ran cynyddu niferoedd y gweithlu. Pwysleisiwyd bod AaGIC yn gweithio gydag Ymddiriedolaethau/Byrddau lechyd i fynd i'r afael â'r her sylweddol o ran swyddi gwag a helpu i symud oddi wrth staff asiantaeth a locwm, tuag at recriwtio staff parhaol. Nododd Julie Rogers fod Strategaeth y Gweithlu ym maes lechyd a Gofal Cymdeithasol wedi cael ei adlewyrchu yn y Cynllun Tymor Canolig Integredig i sicrhau cydberthynas â'r Cynlluniau Tymor Canolig Integredig ar gyfer sefydliadau eraill y GIG, ac i ddatblygu perthnasoedd gwaith agosach. Fe wnaeth Ruth Hall gymeradwyo'r gwaith rhagorol a'r pwyslais ychwanegol ar Ymchwil a Datblygu, yn ogystal â'r cymorth gweithredol mae'r gweithlu'n ei gael i fynd ar drywydd gyrfaedd a gweithgareddau ymchwil. Roedd Tina Donnelly yn falch o weld yr ymgysylltu rhagorol a'r sylfaen dystiolaeth o ran cydnabod manteision hyfforddiant yng Nghymru. Awgrymodd hefyd y gallai'r Senedd leuenctid gyfrannu at y rhaglen ymgysylltu a chyfathrebu drwy hybu gyrfaedd ym maes ieuchyd a gofal cymdeithasol.	
Penderfynwyd	Fe wnaeth y Bwrdd y canlynol: • cymeradwyo'r Cynllun Tymor Canolig Integredig i'w gyflwyno i Lywodraeth Cymru. • gwneud cais bod diolchiadau'r Bwrdd yn cael eu cyfleu i'r rheini sy'n rhan o ddatblygu disgwyliadau'r Bwrdd o ran yr hyn mae'n ei gyflawni.	JR JR

3001/3.2	Adolygiad Strategol o Addysg Gweithwyr Iechyd Proffesiynol	
	Fe wnaeth y Bwrdd dderbyn yr adroddiad. Drwy gyflwyno'r adroddiad KPMG terfynol, amlygodd Alex Howells fod yr adroddiad cryno yn rhoi trosolwg o'r meysydd a nodwyd gan KPMG a'r gwaith sydd eisoes yn mynd rhagddo fel rhan o raglen ymgysylltu a chomisiynu AaGIC. Roedd y rhaglen ar y trywydd iawn i roi sail i'r broses gaffael yn unol â'r cynllun. Rhoddodd Ruth Hall yr wybodaeth ddiweddaraf i'r Bwrdd ynglŷn â'r trafodaethau a gynhaliwyd yn y Pwyllgor Addysg, Comisiynu ac Ansawdd ar 16 Ionawr 2020. Byddai'r is-grwpiau mewnol ac allanol sydd newydd gael eu ffurfio ar gyfer y Pwyllgor Addysg, Comisiynu ac Ansawdd yn helpu i ddatblygu manylebau'r contract. Byddai'r Pwyllgor Addysg, Comisiynu ac Ansawdd yn derbyn ac yn ystyried y contractau drafft yn ei gyfarfod fis Ebrill. Nododd Tina Donnelly bod gweld y Siart Gantt yn ddefnyddiol er mwyn deall maint y dasg. Esboniodd fod y Pwyllgor Addysg, Comisiynu ac Ansawdd wedi ystyried Adolygiad KPMG yn fanwl a bod prif themâu'r adroddiad yn bwysig er mwyn datblygu'r contract. Nododd Ruth Hall fod y Pwyllgor Addysg, Comisiynu ac Ansawdd wedi codi pryderon ynglŷn â'r risgiau cysylltiedig â'r gwaith hwn a'i bod wedi cyfeirio'r mater at y Pwyllgor Archwilio a Sicrwydd. Nododd Alex Howells y byddai'r pryderon a godwyd yn cael eu trafod yn nghyfarfod nesaf Bwrdd y Rhaglen. Nododd y Cadeirydd ei fod wedi bod mewn Digwyddiad Ymgysylltu â Myfyrwyr a'i fod yn falch o weld pa mor agored, gonest a pharod i ymgysylltu oedd y myfyrwyr. Fe wnaeth ganmol y tîm am ei ddulliau ymgysylltu a byddai'n mynd i ddigwyddiadau yn y dyfodol.	
Penderfynwyd	Fe wnaeth y Bwrdd: • nodi cynnwys y prif themâu drafft oedd yn codi o'r Adolygiad KPMG; • nodi i'r ymateb i'r Adolygiad KPMG, y gwaith oedd eisoes yn cael ei gynnal ym mhob maes a'r gwaith arfaethedig i fynd i'r afael â'r argymhellion yn llwyr; • nodi i'r Strategaeth Gyfathrebu; • nodi i'r trefniadau rheoli prosiect a chynllun manwl y prosiect; • cytuno bod trefniadau'n cael eu gwneud i gynnal trafodaeth ynglŷn â cham caffael yr Adolygiad Strategol o Addysg Gweithwyr Iechyd Proffesiynol mewn Sesiwn Datblygu'r Bwrdd yn y dyfodol.	DB

3001/4	LLYWODRAETHU, PERFFORMIAD A SICRWYDD	
3001/4.1	Adroddiad Cyllid	
	Fe wnaeth y Bwrdd dderbyn yr adroddiad. Drwy gyflwyno'r adroddiad, rhoddodd Eifion Williams yr wybodaeth ddiweddaraf am y sefyllfa ariannol 9 mis ar gyfer 2019/20, sef tanwariant o £1.17m am y flwyddyn hyd yma. Rhoddwyd gwybod i Lywodraeth Cymru am y sefyllfa a ragwelwyd ar ddiwedd y flwyddyn, sef alldro cytbwys ar ddiwedd y flwyddyn. Roedd y prif amrywiadau rhwng y Cyfarwyddiaethau yn bennaf o ganlyniad i gostau cyflogau hyfforddeion llai nag amser llawn a swyddi gwag mewn sefydliadau staffio craidd. Oherwydd na fyddai'r gyllideb llawn ar gyfer Addysg a Hyfforddiant Gweithwyr lechyd Proffesiynol yn cael ei gwario yn 2019/10, amlygwyd bod cyfle i AaGIC ailddyrannu elfen o'r cyllid, ar sail trefniant na fyddai'n cael ei ailadrodd, fel cwota ychwanegol i Sefydliadau Addysg lechyd yng Nghymru. Fe wnaeth y Tîm Gweithredol gymeradwyo'r cynigion llwyddiannus, a ddyfarnwyd yn erbyn meini prawf dyfarnu y cytunwyd arnynt, a oedd yn helpu myfyrwyr yng Nghymru i gael eu haddysgu mewn cyfleusterau modern. Roedd yn rhaid cwblhau'r gwariant hwn erbyn 31 Mawrth 2020. Cafodd y broses ei hadolygu gan y Pwyllgor Addysg, Comisiynu ac Ansawdd. Amlygwyd y byddai cyfanswm o £2.4m yn cael ei ddychwelyd i Lywodraeth Cymru erbyn diwedd y flwyddyn ariannol. Byddai £1.4m yn cael ei ddychwelyd ym mis Ionawr a'r gweddill ym mis Mawrth 2020. Mae hyn wedi helpu AaGIC i ddangos gwaith agored a thryloyw, ac elfen o ymddiriedaeth gyda Llywodraeth Cymru. O ran Polisi Taliadau'r Sector Cyhoeddus, cadarnhawyd bod cydymffurfiaid AaGIC wedi cynyddu i 95.1% a'i fod o fewn y targed. Aeth y Bwrdd ati i ystyried yr adroddiad, gan nodi'r rhesymau dros yr amrywiadau i gynlluniau ariannol wedi'u proffilio a'r mentrau nad oeddent yn ailadrodd. Rhoddwyd sicrwydd bod y sefyllfa gyda Gwasanaeth Gwybodeg GIG Cymru yn cael ei monitro mewn perthynas â'r sefyllfa a ragwelir o ran yr alldro ddiwedd y flwyddyn.	
Penderfynwyd	Fe wnaeth y Bwrdd nodi 'r sefyllfa ariannol fel yr oedd yn ystod mis 9.	
3001/4.2	Adroddiad Perfformiad	
	Fe wnaeth y Bwrdd dderbyn yr adroddiad.	

	Drwy gyflwyno'r adroddiad, amlygodd Julie Rogers fod cynnydd da'n cael ei wneud yn gyffredinol ar draws y pedwar parth adrodd. Roedd y rhan fwyaf o'r dangosyddion a'r amcanion strategol ar y trywydd iawn i gael eu cyflawni, oni bai am SIFT. Y garreg filltir fwyaf arwyddocaol a gyflawnwyd oedd Strategaeth y Gweithlu Iechyd a Gofal Cymdeithasol, a gafodd ei gyflwyno i Lywodraeth Cymru ddiwedd mis Rhagfyr 2019. Mewn perthynas â metrigau'r gweithlu, esboniodd ei bod wedi mynd i'r Pwyllgor Archwilio a Sicrwydd i drafod cydymffurfio â hyfforddiant statudol a gorfodol, a PADR. Er bod rhywfaint o gynnydd wedi cael ei wneud o ran bodloni targedau Llywodraeth Cymru, roedd mwy o waith gwella penodol yn yr arfaeth ar gyfer meysydd perfformiad isel. Roedd canfyddiadau Asesiad Strwythuredig Swyddfa Archwilio Cymru yn nodi bod angen gwneud rhagor o waith datblygu yng nghyswllt y fframwaith rheoli perfformiad a byddai'r gwaith hwn yn cael ei gynnal yn ystod y misoedd nesaf. Aeth y Bwrdd ati i ystyried yr adroddiad, ac i ateb ymholiad a godwyd ynghylch hyfforddiant deintyddol; cadarnhawyd bod hon yn broblem ledled y DU. Fodd bynnag, disgwyliwyd y byddai'r diffyg mewn cyfraddau llenwi lleoedd sylfaen yng Nghymru yn fwy na'r gyfradd llenwi ar gyfer y flwyddyn academaidd nesaf. Amlygwyd hefyd bod tuedd y ceisiadau i Ysgolion Fferylliaeth ar i lawr ledled y DU. Roedd y Deon Fferylliaeth yn adolygu'r sefyllfa yng Nghymru a byddai'n cyflwyno papur i'r Tîm Gweithredol. Nodwyd y byddai'r Ysgol Fferylliaeth ym Mhrifysgol Abertawe yn agor yn 2021. Canmolwyd y cyfraddau cadarnhaol o ran absenoldeb oherwydd salwch, yn ogystal â'r ymgysylltiad da â'r arolwg staff. Fodd bynnag, codwyd pryderon ynglŷn â nifer y diwrnodau a gollwyd o ganlyniad i orbryder/straen ac a oedd hyn yn gysylltiedig â lefel y swyddi gwag. Nodwyd bod archwiliad trylwyr ac Asesiad o Anghenion Iechyd wedi cael eu cynnal, a oedd yn tynnu sylw at nifer o feysydd allweddol oedd dan sylw. Trafododd y Bwrdd sut byddai modd gwella'r dangosfwrdd drwy ddefnyddio marcwyr hyder 'cipolwg' gweledol er mwyn adlewyrchu symudiad y dangosyddion perfformiad yn ystod y cyfnod adrodd. Byddai hyn yn cael ei ystyried yn rhan o'r gwaith o ddatblygu'r fframwaith rheoli perfformiad hwn ymhellach.	
Penderfynwyd	Fe wnaeth y Bwrdd nodi'r sefyllfa gadarnhaol a'r cynnydd oedd yn cael ei wneud i ddatblygu'r adroddiad. Ymunodd Clare James â'r cyfarfod.	

3001/4.3	Asesiad Strwythuredig Swyddfa Archwilio Cymru Croesawodd y Cadeirydd Clare James o Swyddfa Archwilio Cymru i'r cyfarfod. Fe wnaeth y Bwrdd dderbyn yr adroddiad. Drwy gyflwyno'r adroddiad, nododd Clare James fod canfyddiadau'r adroddiad wedi cael eu hystyried gan y Tîm Gweithredol a'r Pwyllgor Archwilio a Sicrwydd. Roedd y gwaith o gwblhau'r asesiadau strwythuredig yn adolygu 4 prif faes ac yn adeiladu ar yr Adolygiad Sylfaenol blaenorol. Rhoddwyd trosolwg o'r prif ganfyddiadau ac argymhellion, ac amlygwyd bod hwn yn adroddiad cadarnhaol. Nodwyd bod dim argymhellion ariannol nac yng nghyswllt y gweithlu oherwydd bod camau gweithredu ar waith i fynd i'r afael ag unrhyw feysydd a nodwyd yn ystod y broses asesu. Er bod AaGIC wedi sefydlu'r trefniadau angenrheidiol i helpu i gael rheolaeth dda, amlygwyd bod angen i'r sefydliad wneud mwy mewn perthynas â threfniadau rheoli risg. Roedd hyn yn cynnwys mapio ffynonellau sicrwydd allweddol er mwyn cryfhau Fframwaith Sicrwydd y Bwrdd, ac datblygu mesurau rheoli mewnol ymhellach er mwyn cefnogi'r Fframwaith Rheoli Perfformiad a Rheoli Gwybodaeth. Rhoddodd Gill Lewis wybod i'r Bwrdd fod y Pwyllgor wedi croesawu'r adroddiad a chydabod ei fod yn adlewyrchiad dilys ac yn feincnod da i adeiladu arno. Roedd yr adroddiad yn rhoi sicrwydd i'r Bwrdd ac roedd yn cydnabod bod angen ystyried y canfyddiadau a mynd i'r afael â'r argymhellion oedd yn codi o'r archwiliad hwn. O ran y capasiti a'r gallu i roi sicrwydd yng nghyswllt cyflawni'r camau gweithredu angenrheidiol, nododd Alex Howells y byddai'r Bwrdd yn cael yr wybodaeth ddiweddaraf am yr adolygiad o strwythurau sefydliadol AaGIC yn ystod y sesiwn 'mewn pwyllgor' yn nes ymlaen, a fyddai'n dilyn y sesiwn 'agored'. Diolchodd y Bwrdd i Clare James am ddod.	
Penderfynwyd	Roedd y Bwrdd yn cytuno y dylid cyflwyno Ymateb y Rheolwyr i'r argymhellion i Swyddfa Archwilio Cymru pan fydd wedi'i gwblhau.	
3001/4.4	Yr Iaith Gymraeg - y Sefyllfa Ddiweddaraf Fe wnaeth y Bwrdd dderbyn yr adroddiad.	

	Drwy gyflwyno'r adroddiad, rhoddodd Dafydd Bebb yr wybodaeth ddiweddaraf am y sefyllfa bresennol o ran y trafodaethau a gafwyd gyda Swyddfa Comisiynydd y Gymraeg. Mae Swyddfa'r Comisiynydd wedi cadarnhau nad yw'r penderfyniad ynghylch pa rai o Safonau'r Gymraeg fyddai'n berthnasol i AaGIC yn fater brys. Oherwydd hyn, mae Comisiynydd y Gymraeg wedi gofyn i AaGIC ddechrau'r broses o baratoi Cynllun Iaith Statudol – fel y rhagnodwyd yn wreiddiol dan Ddeddf yr Iaith Gymraeg 1993. Nodwyd bod angen i AaGIC gynnal cyfnod ymgynghori fel rhan o'r broses, a allai gymryd sawl mis i'w gwblhau. Cafodd y diweddariad ei ystyried gan y Bwrdd, lle pwysleisiwyd y byddai'n well gan AaGIC fod o dan Safonau'r Gymraeg er mwyn bod mewn sefyllfa fyddai'n gyson â gweddill sefydliadau'r GIG yng Nghymru. Nodwyd cynnydd sylweddol yn erbyn 10 prif faes risg AaGIC. Fe wnaeth y Bwrdd ymholiad ynglŷn â mesurau wrth gefn ar gyfer cyfieithiadau Cymraeg yn absenoldeb Rheolwr y Gymraeg. Rhoddwyd sicrwydd bod cyfieithwyr eraill ar gael yn fewnol yn AaGIC, yn ogystal â chwmnïau cyfieithu allanol sy'n rhan o Fframwaith Caffael GIG Cymru.	
Penderfynwyd	Fe wnaeth y Bwrdd: • nodi r cynnydd • nodi gwaith parhaus Comisiynydd y Gymraeg i feithrin y diwylliant o ddefnyddio'r Gymraeg yn y gweithle.	
3001/4.5	Drafft o Archwaeth Risg	
	Fe wnaeth y Bwrdd dderbyn yr adroddiad. Drwy gyflwyno'r adroddiad, nododd Dafydd Bebb fod y Bwrdd eisoes wedi trafod ei archwaeth risg yn Sesiwn Datblygu'r Bwrdd ym mis Rhagfyr. Esboniodd fod hyblygrwydd, lefelau a methodolegau ar gyfer archwaeth risg ym mhob parth risg yn dangos sefyllfa AaGIC mewn perthynas â sut mae'n mynd i'r afael â risgiau, yn rhoi sail i brosesau penderfynu ehangach ac yn rhoi arweiniad i staff.	
Penderfynwyd	Fe wnaeth y Bwrdd y canlynol: • cymeradwyo r archwaeth risg. • cytuno bod y Gofrestr Risgiau Corfforaethol yn cael ei hadolygu yn ystod y flwyddyn ariannol newydd i adlewyrchu'r Archwaeth Risg y cytunwyd arno. • cytuno bod y Pwyllgor Archwilio a Sicrwydd a'r Bwrdd yn adolygu archwaeth risg AaGIC bob blwyddyn o leiaf.	DB DB

3001/4.6	Cael Adroddiad Materion Allweddol gan:	
3001/4.6.1	Y Pwyllgor Addysg, Comisiynu ac Ansawdd, a gynhaliwyd ar 16 Ionawr 2020 Derbyniodd y Bwrdd yr adroddiad materion allweddol. Drwy gyflwyno'r adroddiad, rhoddodd Ruth Hall drosolwg o feysydd allweddol busnes y Pwyllgor. Yn benodol, tynnodd sylw at y risgiau allweddol o ran Dyraniadau Myfyrwyr Gwaith Iechyd Proffesiynol ar gyfer 2020/21, yn enwedig o ran cyflawni'r targedau comisiynu yng nghyswllt radioleg ddiagnostig, nyrsio oedolion a nyrsio Anabledd Dysgu, a hefyd y risgiau i enw da sy'n deillio o hynny. Awgrymodd hefyd fod y Pwyllgor yn awgrymu rhannu'r Adroddiad ar Berfformiad Contractau Addysg gyda'r Bwrdd yn un o Sesiynau Datblygu'r Bwrdd. Ar ôl i'r Pwyllgor nodi ei fod o blaid datblygu trefniant tariff ar gyfer Cyfarwyddwyr Rhaglenni Hyfforddiant Gofal Eilaidd ledled Cymru, awgrymodd y Pwyllgor fod y Pwyllgor Archwilio a Sicrwydd yn craffu ar yr achos busnes yn ei gyfarfod ar 27 Ionawr 2020. Fe wnaeth y Pwyllgor ystyried yr Adolygiad Sicrhau Ansawdd ar gyfer Addysg Feddygol Ôl-raddedig (PGME) ac argymhell bod y Pwyllgor Archwilio ac Ansawdd yn cael yr wybodaeth ddiweddaraf am feysydd Byrddau Iechyd sy'n gysylltiedig â threfniadau monitro uwch a risg uchel.	
Penderfynwyd	Fe wnaeth y Bwrdd nodi'r adroddiad.	
3001/4.6.2	Y Pwyllgor Archwilio a Sicrwydd a gynhaliwyd ar 27 Ionawr 2020	
	Cafodd y Bwrdd ddiweddariad llafar gan Gill Lewis ac fe gafodd y pwyntiau canlynol eu hamlygu. Cafodd y Pwyllgor yr wybodaeth ddiweddaraf ynghylch y cynnydd tuag at gydymffurfio â'r Hyfforddiant Gorfodol a'r Addysg Feddygol Ôl-raddedig a gofnodwyd ar y Cofnod Staff Electronig ar gyfer staff craidd. Er bod rhywfaint o gynnydd wedi cael ei wneud, amlygwyd mai'r Gyfarwyddiaeth Feddygol oedd y Gyfarwyddiaeth â'r perfformiad isaf. Rhoddwyd sicrwydd i'r Pwyllgor y byddai gwaith penodol yn cael ei gynnal gyda'r Gyfarwyddiaeth Feddygol er mwyn gwella cydymffurfiaeth. Mae'r Pwyllgor wedi gofyn i'r Cyfarwyddwr Meddygol ddod i gyfarfod y Pwyllgor fis Ebrill i gael trafodaeth gefnogol.	

	Cafodd y Pwyllgor nifer o adroddiadau gan Swyddfa Archwilio Cymru. Roedd Adroddiad Archwiliad Blyneddol Swyddfa Archwilio Cymru 2019 yn rhoi crynodeb o ganfyddiadau'r archwiliad i'r Pwyllgor ar gyfer y gwaith a wnaed yn ystod y flwyddyn. Fe wnaeth y Pwyllgor ystyried Cynllun Archwilio dangosol 2020. Cafodd diweddariad ar Reoli Gwybodaeth ei ystyried, a oedd yn dangos cynnydd yn erbyn y Cynllun Gwaith, yn ogystal â nifer y ceisiadau Rhyddid Gwybodaeth a'r Ceisiadau am Fynediad at Ddata'r Gwrthrych. Fe wnaeth y Pwyllgor ystyried y risgiau cysylltiedig â'r adolygiad strategol o addysg gofal iechyd yng Nghymru a'r drafodaeth deiran. Fe roddodd yr Archwiliad Mewnol yr wybodaeth ddiweddaraf i'r Pwyllgor am y cynnydd o ran cyflawni ei Gynllun Archwilio ar gyfer 2019/20, gan nodi bod nifer o archwiliadau arfaethedig wedi cael eu gohirio tan chwarter 4. Rhoddwyd sicrwydd bod digon o gapasiti yn y tîm Archwilio Mewnol i gyflawni'r Cynllun Archwilio. Fe wnaeth y Pwyllgor ystyried yr Achos Busnes ar gyfer datblygu trefniant tariff ar gyfer Cyfarwyddwyr Rhaglenni Hyfforddiant Gofal Eilaidd ledled Cymru er mwyn helpu i broffesiynoli'r rôl. Ar ôl cael eglurder ynghylch y pecyn tâl cydnabyddiaeth gan y Cyfarwyddwr Cyllid Dros Dro, fe wnaeth y Pwyllgor gymeradwyo'r achos busnes ariannol. Fe wnaeth y Pwyllgor gymeradwyo Rhestr Wirio'r Pwyllgor ar gyfer Hunanasesiad, a fyddai'n cael ei defnyddio i werthuso pa mor effeithiol ydyw. Cytunwyd y dylid dosbarthu'r Rhestr Wirio i Swyddogion ac Aelodau'r Pwyllgor er mwyn ei llenwi. Byddai'r gwerthusiad o'r Rhestr Wirio yn cael ei gyflwyno yn y Pwyllgor fis Ebrill.	
Penderfynwyd	Fe wnaeth y Bwrdd nodi'r adroddiad llafar.	
3001/4.7	Penderfyniadau	
Penderfynwyd	Fe wnaeth y Bwrdd dderbyn yr adroddiad, a oedd yn nodi'r prif faterion a drafodwyd 'yn y pwyllgor' yng nghyfarfod y Bwrdd ym mis Rhagfyr.	
	Fe wnaeth y Bwrdd nodi'r adroddiad.	
3001/5	MATERION ERAILL	
3001/5.1	Unrhyw faterion brys eraill	
	Nid oedd unrhyw fater brys arall.	

3001/5.2	Dyddiad y Cyfarfodydd Nesaf	
	Rhoddwyd dyddiadau'r cyfarfodydd nesaf i'r Bwrdd: • Sesiwn Datblygu Bwrdd AaGIC i'w gynnal ar 27 Chwefror 2020 yn y Tŷ Dysgu, Nantgarw • Bwrdd AaGIC i'w gynnal ar 26 Mawrth 2020 – lleoliad i'w gadarnhau	
3001/5.3	Cau	
	Gan nad oedd materion brys eraill ar gyfer y sesiwn agored, symudodd y cyfarfod i'r sesiwn caeedig.	

.....
Chris Jones (Cadeirydd)

.....
Dyddiad:

Bwrdd AaGIC (Agored)
30 Ionawr 2020

(Mae'r Daflen Weithredu hefyd yn cynnwys camau gweithredu y cytunwyd arnynt yng nghyfarfodydd blaenorol Bwrdd Agored AaGIC ac sydd eto i'w cwblhau neu eu trafod gan y Pwyllgor yn y dyfodol. Mae'r rhain wedi'u hamlygu yn yr adran gyntaf. Pan fydd y Bwrdd wedi rhoi sêl bendith i'r camau gweithredu hyn, byddant yn cael eu tynnu oddi ar y daflen weithredu.)

Cyfeirnod y Cofnod	Camau a Gytunwyd	Arweinydd	Dyddiad Targed	Cynnydd/ Wedi cwblhau
3001/2.1	Adroddiad y Cadeirydd			
	Rhannu llythyr arfarnu'r Cadeirydd ag Aelodau'r Bwrdd pan ddaw i law	Cadeirydd	I'w gadarnhau	Yn disgwyl llythyr arfarnu oddi wrth Swyddfa'r Gweinidog.
3001/3.1	Cynllun Tymor Canolig Integredig			
	Cyflwyno'r Cynllun Tymor Canolig Integredig wedi'i gymeradwyo i Lywodraeth Cymru.	Cyfarwyddwr y Gweithlu a'r Cyfarwyddwr Gweithrediadau	31 Ionawr 2020	Wedi'i gwblhau
	Sicrhau bod diolchiadau'r Bwrdd yn cael eu cyfleu i'r rheini sy'n rhan o ddatblygu disgwyliadau'r Bwrdd o ran yr hyn mae'n ei gyflawni.	Cyfarwyddwr y Gweithlu a'r Cyfarwyddwr Gweithrediadau	Yn ddi-oed	Wedi'i gwblhau
3001/3.2	Adolygiad Strategol o Addysg Gweithwyr Iechyd Proffesiynol			
	Trefnu trafodaeth ynglŷn â cham caffael yr Adolygiad Strategol o Addysg Gweithwyr Iechyd Proffesiynol mewn Sesiwn Datblygu'r Bwrdd yn y dyfodol	Ysgrifennydd y Bwrdd	Ebrill 2020	Blaenraglen Waith y Bwrdd ar gyfer mis Ebrill 2020



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Health Education and
Improvement Wales (HEIW)

Cyfeirnod y Cofnod	Camau a Gytunwyd	Arweinydd	Dyddiad Targed	Cynnydd/ Wedi cwblhau
3001/4.3	Asesiad Strwythuredig Swyddfa Archwilio Cymru			
	Cyflwyno Ymateb y Rheolwyr i'r argymhellion i Swyddfa Archwilio Cymru pan fydd wedi'i gwblhau.	Ysgrifennydd y Bwrdd	Chwefror 2020	Wedi Cwblhau.
3001/4.5	Drafft o Archwaeth Risg			
	Adolygu'r Gofrestr Risgiau Corfforaethol yn ystod y flwyddyn ariannol newydd i adlewyrchu'r Archwaeth Risg y cytunwyd arno.	Ysgrifennydd y Bwrdd	Ebrill 2020	Yng ngoleuni'r pandemig coronafeirws, bydd y gofrestr risg gorfforaethol yn cael ei halinio â'r risgiau sy'n deillio o'r mater hwn. Mae'r gofrestr risg gorfforaethol yn eitem ar agenda Bwrdd Mawrth.
	Y Pwyllgor Archwilio a Sicrwydd a'r Bwrdd i adolygu archwaeth risg AaGIC bob blwyddyn o leiaf.	Ysgrifennydd y Bwrdd	Hydref a Thachwedd 2020	Wedi'i ychwanegu at flaenraglen waith y Pwyllgor Archwilio ar gyfer Hydref 2020 a blaenraglen waith y Bwrdd ar gyfer Tachwedd 2020.



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Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	2.1
Teitl yr Adroddiad	Adroddiad y Cadeirydd		
Awdur yr Adroddiad	Dr Chris Jones, Cadeirydd		
Noddwr yr Adroddiad	Dr Chris Jones, Cadeirydd		
Cyflwynwyd gan	Dr Chris Jones, Cadeirydd		
Rhyddid Gwybodaeth	Agored		
Cam Penodol i'w Gymryd	Adroddiad er gwybodaeth yn unig yw hwn.		

Adroddiad y Cadeirydd

1. PWRPAS YR ADRODDIAD

Pwrrpas yr adroddiad hwn yw rhoi'r wybodaeth ddiweddaraf i'r Bwrdd am y gweithgareddau a'r cyfarfodydd amrywiol y mae Cadeirydd AaGIC, yr Is-gadeirydd a Chadeiryddion y Pwyllgor Archwilio a Sicrwydd a'r Pwyllgor Addysg, Comisiynu ac Ansawdd wedi ymgymryd â nhw ers cyfarfod diwethaf y Bwrdd.

2. GWEITHGAREDDAU A CHYFARFODYDD Y CADEIRYDD

Y prif beth mae'r sefydliad wedi bod yn canolbwyntio arno yn ystod y 28 diwrnod diwethaf, wrth gwrs, yw pandemig Coronafeirws 19. Wrth i'r sefyllfa ddwysáu yn ystod y 14 diwrnod diwethaf, mae'r sefydliad wedi canolbwyntio ar barhad busnes, rheoli busnes y bwrdd, optimeiddio cymorth i'r GIG, paratodau partneriaid Gofal, a llesiant staff a'r gweithlu.

Mae ein Prif Weithredwr a'r Tîm Gweithredol wedi bod yn cefnogi cynlluniau cenedlaethol yn ogystal â materion mewnol y sefydliad. Mae ein harweinwyr proffesiynol wedi bod yn gweithio gyda Rheoleiddwyr Proffesiynol, ein Prifysgolion a'n cyrff addysgol pellach. Mae'r gweithgareddau a'r paratodau hyn yn cael eu cyfleu yn adroddiad y Prif Weithredwr. Mae'r sefydliad wedi bod yn brysur yn gwella hyfforddiant priodol a'r gweithlu, yn ogystal â pharatoi staff i weithio gartref er mwyn sicrhau bod y gwaith pwysig o recriwtio a hyfforddi yn parhau i fynd rhagddo. Bydd rhai o'n clinigwyr yn symud i'r rheng flaen.

Rydw i wedi cefnogi cyfarfodydd a thelegynadledau cenedlaethol cadeiryddion y GIG, a bod yn rhan o drafodaethau ynghylch paratoi 111. Mae'r Is-gadeirydd wedi cefnogi rhaglen Is-gadeiryddion Cymru Gyfan. Drwy weithio gydag Ysgrifennydd y Bwrdd, rydyn ni wedi datblygu trefniadau ar gyfer rheoli'r Bwrdd, cyfathrebu a thrafod penderfyniadau'r Bwrdd dan amgylchiadau eithriadol yn ystod y cyfnod sydd o'n blaenau. Bydd sicrwydd, trosolwg a chynhwysiant y Bwrdd yn parhau drwy gydol y cyfnod hwn. Mae cyfarfodydd briffio eisoes wedi cael eu cynnal â holl aelodau'r Bwrdd dros Skype, ac rydw i wedi cael sgysiau un-i-un gyda phob aelod o'r Bwrdd.

Mae hwn yn gyfnod heriol i'n Gwlad, a fydd yn esgor ar ansicrwydd a straen. Rydyn ni wedi ymrwmo i gefnogi a galluogi cydweithwyr ar y rheng flaen i wneud eu gwaith, ac i gefnogi ein staff, ein myfyrwyr a'n hyfforddeion. Rydyn ni wedi arwain y drafodaeth genedlaethol ynghylch Arweinyddiaeth Dosturiol – mae'n bwysicach nag erioed gofalu am lesiant y gweithlu a bod yn garedig ac yn ystyriol o'n gilydd ac eraill.

Pan fydd yr her hon yn cilio, bydd angen i AaGIC fod yno i ymgymryd â'i rôl er mwyn helpu i sicrhau bod y GIG a'r system Gofal yng Nghymru yn adfer ac yn tyfu. Bydd gennym gyfle i ddysgu gwersi ac i helpu i sicrhau bod gwasanaethau'n

parhau i gael eu trawsnewid. Byddwn mewn sefyllfa i helpu i gyflawni uchelgeisiau Deddf Llesiant Cenedlaethau'r Dyfodol ac i alluogi ein gweithlu yn y dyfodol.

Hoffwn ddymuno'r gorau i bawb yn ystod yr wythnosau nesaf ac ymrwymo i sicrhau bod y sefydliad yn bartner mor gefnogol ag y gall fod.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu Addysg a Gwella Iechyd Cymru fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru yn siapio'r gweithlu i ddarparu gofal yn nes at y cartref a chyflenwi gwasanaethau yn well yn unol â hynny.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	✓	✓	✓	✓
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digidoleiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
	✓	✓	✓	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Nid oes unrhyw faterion ansawdd, diogelwch na phrofiad cleifion yn ymwneud yn uniongyrchol â'r adroddiad hwn				
Goblygiadau Ariannol				
Nid oes unrhyw oblygiadau ariannol uniongyrchol yn codi o'r papur hwn.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Nid oes unrhyw oblygiadau cyfreithiol uniongyrchol yn codi o'r papur hwn.				
Goblygiadau Staffio				
Nid oes unrhyw oblygiadau staffio uniongyrchol yn codi o'r papur hwn.				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
Bydd yr ystod o weithgareddau a amlinellwyd yn yr adroddiad yn cyfrannu at ddull AaGIC o ymdrin â Deddf Llesiant Cenedlaethau'r Dyfodol. Fodd bynnag, bydd y				

cyfraniadau'n benodol i bob maes unigol a gwmpaswyd yn y trosolwg a geir yn yr adroddiad hwn.	
Hanes yr Adroddiad	Amh.
Atodiadau	Amh.



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Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Meeting Date				Agenda Item	
Report Title	Ratification of Chair's Action				
Report Author	Dafydd Bebb, Board Secretary				
Report Sponsor	Dafydd Bebb, Board Secretary				
Presented by	Dafydd Bebb, Board Secretary				
Freedom of Information	Open				
Purpose of the Report	To seek Board approval to ratify Chair's Action undertaken to vary elements of HEIW's Standing Orders in response to the COVID-19 pandemic.				
Key Issues	On 24 March Chair's Action was taken to vary the Standing Orders to approve that the following Board and Committee meetings are run via electronic / telephony means and not held in public: • the Board meeting on the 26 March; • Audit and Assurance Committee on 1 April; • The Education Commissioning and Quality Committee held on 9 April ('Chair's Action'). Members are asked to ratify the Chair's Action.				
Specific Action Required <i>(please ✓ one only)</i>	Information	Discussion	Assurance	Approval	
				✓	
Recommendations	Members are asked to: ratify the 'Chair's Action in respect of Board and Committee Meetings' as defined within the proposal section of this report.				

Ratification of Chair's Action

1. INTRODUCTION

To seek Board approval to ratify Chair's Action undertaken to vary elements of HEIW's Standing Orders in response to the COVID-19 pandemic.

2. BACKGROUND

HEIW's Standing Order 2.1.1 details the procedures to be followed to undertake a Chair's Action:

"... In these circumstances, the Chair and the Chief Executive, supported by the Board Secretary as appropriate, may deal with the matter on behalf of the Board - after first consulting with at least two other Independent Members. The Board Secretary must ensure that any such action is formally recorded and reported to the next meeting of the Board for consideration and ratification."

3. PROPOSAL

On 24 March Chair's Action was undertaken to approve a variation from HEIW's Standing Orders to enable the following Board and Committee meetings to be run via electronic / telephony means and not be held in public:

- the Board meeting on the 26 March;
- Audit and Assurance Committee on 1 April;
- The Education Commissioning and Quality Committee held on 9 April (together being 'the Chair's Action in respect of Board and Committee Meetings').

This followed consultation between the Chair and Chief Executive Officer, supported by the Board Secretary. On 23 March an email was forwarded to two Independent Members Gill Lewis and John Hill-Tout, seeking approval in respect of the Chair's Action in respect of Board and Committee Meetings. The Chair's action was approved by Gill Lewis by email later that day and by John Hill-Tout by email on 24 March. All of these emails are available upon request.

4. GOVERNANCE AND RISK ISSUES

As outlined above the Chair's Action has been undertaken in line with HEIW's Standing Orders.

5. FINANCIAL IMPLICATIONS

There are no financial implications.

6. RECOMMENDATION

Members are asked to:

ratify the 'Chair's Action in respect of Board and Committee Meetings' as defined within the proposal section of this report.

Governance and Assurance				
Link to corporate objectives (please ✓)	As a new organisation establishing HEIW as a valued and trusted partner, an excellent employer and a reputable and expert brand	Building a sustainable and flexible health and care workforce for the future.	With Social Care Wales shaping the workforce to deliver care closer to home and to better align service delivery.	Improving quality and safety by supporting NHS organisations find faster and more sustainable workforce solutions for priority service delivery challenges.
	✓			✓
	Improving opportunities for use of technology and digitalisation in the delivery of education and care.	Reinvigorating leadership development and succession planning across health and social care in partnership with Social Care Wales and Academi Wales	Demonstrating value from investment in the workforce and the organisation.	
	✓			
Quality, Safety and Patient Experience				
n/a				
Financial Implications				
n/a				
Legal Implications (including equality and diversity assessment)				
n/a				
Staffing Implications				
n/a				

Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)	
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n/a	
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Report History	n/a
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Appendices	n/a
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Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	2.2
Teitl yr Adroddiad	Adroddiad y Prif Weithredwr – Mawrth 2020		
Awdur yr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Noddwr yr Adroddiad	Alex Howells, Prif Weithredwr		
Cyflwynwyd gan	Alex Howells, Prif Weithredwr		
Rhyddid Gwybodaeth	Agored		

Adroddiad y Prif Weithredwr – Mawrth 2020

1. CYFLWYNIAD

Pwrpas yr adroddiad hwn yw diweddarau'r Bwrdd ar weithgareddau allweddol yr ymgwymerwyd â nhw ers cyfarfod diwethaf y Bwrdd. Dros yr wythnosau diwethaf cafodd y cyfnod hwn ei ddominyddu gan sefyllfa COVID-19 ac mae hyn wedi effeithio ar weithgareddau eraill oedd ar y gweill.

2. GWEITHGAREDDAU ALLWEDDOL

- **Coronafeirws**

Ers dechrau mis Mawrth rydyn ni wedi rhoi ein trefniadau cynllunio mewn argyfwng ar weith yn unol â chyfarwyddiadau gan Lywodraeth Cymru. Rydyn ni wedi paratoi Ymateb AaGIC i hyn. Mae wedi cael ei rannu ag Aelodau'r Bwrdd a bydd diweddariad llafar yn cael ei roi yn y cyfarfod.

Fel sefydliad rydyn ni wedi cyflwyno ffyrdd newydd o weithio ers 23 Mawrth er mwyn symud at fwy o weithio gartref, ein galluogi ni i leihau teithio sydd ddim yn anghenrheidiol a helpu i gadw pellter cymdeithasol. Rydyn ni'n ddiolchgar iawn i'n staff am eu cymorth a'u cydweithrediad, ac rydyn ni'n gwerthfawrogi ei fod yn newid mawr i'r hyn rydyn ni wedi arfer ei wneud.

- **Cynhadledd Staff**

Daeth nifer o bobl i'n cynhadledd staff ar 10 Mawrth a chafwyd cyfraniadau gwych gan staff o bob rhan o AaGIC. Roedd pum prif elfen i'r rhaglen: y Cynllun Tymor Canolig Integredig, Asesiad Anghenion Iechyd AaGic, cyflwyniad allanol ar y symbol Mynediad Cyfathrebu a sesiynau Caffi'r Byd ar y gwaith sy'n cael ei wneud gan dimau AaGIC. Gan fod nifer fawr o staff yn bresenol, cymerasom y cyfle i drafod Gweithio Gartref a Gweithio Hyblyg mewn paratoad ar gyfer cynllunio o amgylch COVID-19.

- **Cynllun Tymor Canolig Integredig**

Mae Llywodraeth Cymru wedi ein hysbysu bod ein cynllun tair blynedd cyntaf yn gymeradwy, newyddion cadarnhaol iawn i'r sefydliad sy'n adlewyrchu'r ymdrechion anferth ein timau i gefnogi'r broses gynllunio. Ond, yn sgil sefyllfa COVID-19 rydyn ni wedi gorfod adolygu gweithgareddau Ch1 gan eu gohirio a'u hail-ffocysu fel sy'n briodol. Byddwn ni'n adolygu hyn ar ddiwedd Ch1 ac yn ailasesu beth fydd modd ei ddarparu yng ngweddill y flwyddyn.

- **Perfformiad**

Rydyn ni'n parhau i gryfhau'r adroddiad perfformiad integredig ynghyd â'r adroddiad naratif. Y prif newid o ran perfformiad ers mis Ionawr ydy'r cynnydd parhaus yn ein cydymffurfriad â hyfforddiant statudol a gorfodol, a chynnydd o ran PADR. Yn unol â chanllawiau Llywodraeth Cymru bydd gennyn ni ddull

gweithredu'n llai manwl mewn perthynas ag adrodd a monitro perfformiad yn Ch1.

- **Deddf Lefelau Staff Nyrsio**

Mae AaGIC yn parhau'n gyfrifol am y gwaith datblygu sy'n gysylltiedig â Deddf Lefelau Staff Nyrsio o 1 Ebrill 2020. Rydyn ni'n gweithio'n agos gydag Iechyd Cyhoeddus Cymru er mwyn sicrhau bod y tîm sy'n gyfrifol am y gwaith datblygu'n cael ei drosglwyddo'n ddiogel i'n sefydliad.

- **Egwyddorion Arweinyddiaeth Tosturiol**

Lansiwyd ymgynghoriad ar y fersiwn drafft o'r Egwyddorion Arweinyddiaeth Tosturiol ar gyfer Iechyd a Gofal Cymdeithasol yng Nghymru ar 28 Chwefror am gyfnod o 6 wythnos. Cynlluniwyd yr Egwyddorion ar y cyd â gweithwyr Iechyd a Gofal Cymdeithasol ac Academi Cymru. Maen nhw'n adlewyrchu sylfaen dystiolaeth gadarn ac yn cynnwys adborth o ymgysylltiad sylweddol â'r ddwy sector.

Bydd yr ymgynghoriad ar agor nes 20 Ebrill 2020. Ond yna, bydd y ffrwd waith hon yn cael ei gohirio gan gydnabod y galw sylweddol sydd ar y gwasanaeth a'r gweithgareddau busnes sydd angen eu blaenoriaethu i reoli'r argyfwng COVID-19.

- **Tendro'r Contractau Addysg i Weithwyr Iechyd Proffesiynol**

O ganlyniad i effaith Coronafeirws rydyn ni wedi gorfod gohirio ein hamserlen wreiddiol ar gyfer tendro'r Contractau Addysg i Weithwyr Iechyd Proffesiynol. Yn wreiddiol, roedd hyn yn fod i ddigwydd ym mis Mai/mis Mehefin 2019. Ond, trwy reoli'r broses dendro'n ofalus rydyn ni'n gobeithio na fydd y gohiriad hwn yn effeithio ar y dyddiad y bydd y contractau yn cael eu rhoi ar waith. Ar sail yr amserlen ddiweddaraf ar gyfer y broses dendro bydd y contractau yn cael eu rhoi ar waith ym mis Medi 2022.

- **Cyllid**

Fel y nodir yn yr adroddiad ariannol ar yr agenda rydyn ni'n parhau i weithio'n agos gyda Llywodraeth i wneud defnydd o'r tan-wariant sydd gennyn ni, ac i gefnogi buddsoddiad mewn gweithgareddau ychwanegol i ddarparu ein Cynllun Blynnyddol.

- **Risg**

Mae'r Gofrestr Risgiau Corfforaethol ar yr agenda i'w hystyried. Mae 24 risg ac mae'r Seiberddiogelwch yn parhau'n goch nes ein bod ni wedi penodi rhywun i'r swydd yn llwyddiannus. Yn ogystal, mae gennyn ni nifer o risgiau mewn perthynas â'r sefyllfa COVID-19. Rydyn ni'n eu hasesu a byddwn ni'n adrodd i'r Pwyllgor Archwilio yn ei gyfarfod nesaf.

3. ARGYMHELLIAD

Gofynnir i'r Bwrdd **nodi'r** adroddiad hwn

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	✓	✓	✓	✓
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
	✓	✓	✓	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Nid oes unrhyw faterion ansawdd, diogelwch na phrofiad cleifion yn ymwneud yn uniongyrchol â'r adroddiad hwn				
Goblygiadau Ariannol				
Does dim goblygiadau ariannol uniongyrchol i'r adroddiad hwn.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Nid oes unrhyw oblygiadau cyfreithiol uniongyrchol yn codi o'r papur hwn.				
Goblygiadau Staffio				
Does dim goblygiadau staffio uniongyrchol i'r adroddiad hwn.				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
Bydd yr ystod o weithgareddau a amlinellwyd yn yr adroddiad yn cyfrannu at ddull AaGIC o ymdrin â Deddf Llesiant Cenedlaethau'r Dyfodol. Fodd bynnag, bydd y cyfraniadau'n benodol i bob maes unigol a gwmpaswyd yn y trosolwg a geir yn yr adroddiad hwn.				
Hanes yr Adroddiad	Mae adroddiad y Prif Weithredwr yn cael ei gyflwyno ym mhob sesiwn agored o'r Bwrdd sy'n cael ei chynnal unwaith bob dau fis.			
Atodiadau	Amh.			

ADDYSG A GWELLA IECHYD CYMRU COVID-19 DIWEDDARIAD AR YR YMATEB

Pwrrpas

Briffio'r Bwrdd ar ymateb AaGIC i COVID-19 a diweddaru'r camau a drafodwyd yn y sesiwn friffio anffurfiol ar 20 Mawrth.

Cefndir

Mae AaGIC wedi bod yn ystyried effaith sefyllfa COVID-19 ar draws ein hystod o swyddogaethau a datblygu cynlluniau yn y meysydd canlynol:

- Parhad busnes i'r sefydliad
- Cynlluniau wrth gefn ar gyfer swyddogaethau hollbwysig gan gynnwys addysg, hyfforddiant a recriwtio
- Cymorth ar gyfer ymateb y system ehangach i ymateb COVID-19
- Gohirio ac oedi rhaglenni gwaith nad ydynt yn allweddol

Mae Tîm Cynllunio ar gyfer Argyfyngau AaGIC yn parhau i gyfarfod dair gwaith yr wythnos i gydgyssylltu'r camau gweithredu yn y cynllun ymateb. Mae Aelodau o'r Tîm Gweithredol yn ymwneud â chynllunio argyfwng cenedlaethol a mecanweithiau cydlyn.

Rydym yn monitro'r effaith ar ein staff ein hunain bob dydd o ran y rhai sy'n ynysu eu hunain oherwydd symptomau neu symptomau ar yr aelwyd. Nid oes gennym staff â symptomau wedi'u cadarnhau ar hyn o bryd.

Mae dulliau cyfathrebu ac ymgysylltu wedi'u sefydlu'n fewnol, gyda bwletinâu wythnosol ar waith yn awr, yn ogystal ag unrhyw negeseuon a diweddariadau ad hoc. Rydym hefyd wedi datblygu Cwestiynau Cyffredin i'r gweithlu dan hyfforddiant a hyfforddwyr sy'n cael eu diweddaru'n rheolaidd.

Rydym wedi gweithredu nifer o fesurau i gefnogi staff a chynnal parhad busnes. Y prif newid yr wythnos hon yw ein bod wedi addasu ein dull gweithredu rhannol o ran gweithio gartref i safle gweithio cartref llawn o 24 Mawrth yng ngoleuni canllawiau a chyfyngiadau newydd gan y Llywodraeth. Y bwriad yw cadw hyn mewn grym am y 3 wythnos nesaf, er y byddwn yn ei ailasesu yn rheolaidd.

Mae dull diwygiedig o gyfarfodydd y Bwrdd a'r pwyllgorau wedi'i ddatblygu ac mae wedi'i gynnwys fel eitem benodol ar yr agenda.

Rydym wedi lleihau ein gwaith arferol ac wedi ail-ganolbwyntio adnoddau ar gamau blaenoriaeth i gefnogi COVID-19. Rydym hefyd wedi adolygu ein CTCL (IMTP) ar gyfer Ch1 ac wedi cadarnhau lle mae angen oedi neu ailffocysu rhaglenni gwaith. Mae hwn ynghlwm yn Atodiad 1.

Rydym wedi adolygu ein cofrestr risg ar gyfer y risgiau ychwanegol sy'n codi o'n hymateb i sefyllfa COVID 19 a thrafodir drafft o'r gofrestr risgiau yn y Pwyllgor Archwilio ar 1 Ebrill.

Byddwn yn asesu unrhyw oblygiadau ar gyfer ansawdd addysg a hyfforddiant drwy'r Pwyllgor Ansawdd Addysg a Chomisiynu.

Gweithredoedd Allweddol

- Darparu amrywiaeth o ganllawiau i'r GIG ar adleoli a chylchdroadau ar gyfer hyfforddeion.
- Cymryd rhan yn y broses o ddatblygu cynlluniau ar gyfer defnyddio myfyrwyr ar draws nifer o grwpiau proffesiynol
- Cynllunio a chomisiynu hyfforddiant ychwanegol ar gyfer staff gofal nad ydynt yn gritigol, sydd bellach yn cael ei ddarparu ledled Cymru.
- Cynllunio a datblygu e- adnoddau ar gyfer staff gofal nad ydynt yn gritigol mewn partneriaeth â NWSSP
- Datblygu dulliau amgen o recriwtio hyfforddeion
- Datblygu ymagweddau amgen at addysg a hyfforddiant lle mae hyn yn allweddol i ddarparu gwasanaeth
- Cyhoeddi canllawiau dirprwyo diwygiedig wedi'u targedu yn y sefyllfa COVID-19
- Datblygu adnoddau a chynhyrchion i gefnogi lles staff

Camau nesaf

Mae'r sefyllfa'n newid ac yn esblygu'n gyflym iawn ac felly mae'n anodd cynllunio ymlaen llaw gyda sicrwydd. Y prif feysydd ffocws ar hyn o bryd yw:

- Gweithredu'r sefyllfa y cytunwyd arni o ran myfyrwyr mor effeithlon ac effeithiol â phosibl
- Adolygu anghenion hyfforddiant a datblygiad dychwelyd i ymarfer
- Cadarnhau y caiff gallu clinigol ei ryddhau o'r addysgu a'r hyfforddi yn ôl i'r gwasanaeth
- Datblygu a chefnogi ymagweddau mwy arloesol tuag at y gweithlu iechyd "estynedig" i gefnogi'r capasiti ychwanegol dros dro a fydd yn cael ei roi ar waith dros y misoedd nesaf
- Adolygu goblygiadau'r newidiadau presennol i addysg a hyfforddiant

Argymhelliad

Gofynnir i'r Bwrdd nodi'r adroddiad hwn.

HEIW IMTP STATUS FOR COVID-19

In light of COVID-19 we are required to review our work programmes to ensure that only essential activities are being undertaken.
The following table provides our assessment of this for Q1 of 2020/21

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
Strategic Aim 1: To lead the planning, development and wellbeing of a competent, sustainable and flexible workforce to support the delivery of 'A Healthier Wales'	1.1	Push Mangat	Charlette Middlemiss	Lead the development of a multi-professional Continuous Professional Development (CPD) strategy and drive improvements in current CPD activity to ensure that the existing NHS Wales workforce has the skills and capabilities required for the future	PAUSE strategic work CONTINUE system procurement and implementation CONTINUE internal review work
	1.2	Stephen Griffiths	Tom Lawson	Lead, develop and implement a sustainable national workforce plan for key shortage professional areas to achieve a better match between demand and supply in Wales	PAUSE and review impact on workforce after Q1
	1.3	Julie Rogers	Angie Oliver	Lead, develop and embed a range of actions to support workforce and workplace wellbeing and colleague experience	ACCELERATE AND REDIRECT to focus on COVID 19 position
	1.4	Julie Rogers	Angie Oliver	Improve access to careers in the health and care sector in partnership with Social Care Wales	CONTINUE transfer from WG ACCELERATE AND REDIRECT to focus on? new temporary workforce and post COVID 19 position PAUSE other work
	1.5	Julie Rogers	Angie Oliver	Develop our workforce intelligence functions to improve the quality of	PAUSE REDIRECT time to support COVID-19 work

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
				workforce data, planning and modelling for NHS Wales	
	1.6	Julie Rogers	Angie Oliver	Develop education and training to support NHS organisations to improve the quality of workforce planning expertise and capability across the system	PAUSE Review contracts
	1.7	Push Mangat	Peter Donnelly / Angie Oliver	Develop effective and reciprocal international/global mechanisms to enhance education and training arrangements	PAUSE
Strategic Aim 2: To improve the quality and accessibility of education and training for all healthcare staff ensuring that it meets future needs	2.1	Push Mangat	Chris Payne	Lead the development and management of a multi-professional infrastructure and strategy for Simulation Based Education	PAUSE strategic work REDIRECT focus at current pressures, and take stock of where we are.
	2.2	Stephen Griffiths	Martin Riley	Develop an education strategy drawing on the outcome of the strategic review of health professional education and the Workforce Strategy	PAUSE and delay the tendering process for re procurement
	2.3	Push Mangat	Tom Lawson	Lead the development and implementation of an education and training infrastructure to support the multi-professional workforce model	PAUSE Funding now available to do this post COVID-19
	2.4	Julie Rogers	Chris Payne	Lead the development and implementation of a digital capability framework for the healthcare workforce	PAUSE – new work

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
	2.5	Eifion Williams	Rhiannon Beckett	Develop a plan in conjunction with Welsh Government for the future allocation of SIFT funding	PAUSE – needs engagement work
	2.6	Stephen Griffiths	Martin Riley	Maximise opportunities for work-based learning and apprenticeships in health	PAUSE – needs engagement with others REDIRECT in light of short term temporary workforce
	2.7	Push Mangat	Peter Donnelly/ANO	Implement improvements to ensure equitable access to education and training for SAS and locally employed doctors	PAUSE
	2.8	Stephen Griffiths	Huw Owen	Improve opportunities for trainees and students to undertake education and training through the medium of Welsh	PAUSE – needs engagement with others
	2.9	Stephen Griffiths	Angie Oliver	Review career pathways and education opportunities for the clinical academic and research workforce	PAUSE
Strategic Aim 3: To work with partners to influence cultural change within NHS Wales through	3.1	Julie Rogers	Helen Thomas	Lead the implementation of the Health & Care Leadership Strategy through the NHS Wales Compassionate and Collective Leadership framework for action	Close consultation and PAUSE
	3.2	Julie Rogers	Helen Thomas	Lead the implementation and management of the NHS succession planning framework for Tiers 1 -3 and monitor progress	PAUSE

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
building compassionate and collective leadership capacity at all levels	3.3	Julie Rogers	Helen Thomas	Lead the implementation and management of the Digital Leadership portal	CONTINUE – contractual issues and will be used to support well being work re COVID -19
	3.4	Julie Rogers	Helen Thomas	Lead the establishment and management of a Wales Leadership alumni and range of leadership networks	PAUSE – light touch
	3.5	Julie Rogers	Helen Thomas	Lead the adaptation, development and implementation of leadership programmes and resources for clinical leaders from a range of professional backgrounds	PAUSE
	3.6	Julie Rogers	Helen Thomas	Lead the review, improvement and re-launch of the NHS Wales Graduate training scheme	PAUSE
	3.7	Julie Rogers	Helen Thomas	Lead the development, implementation and management of the new NHS Executive Collective and Compassionate Leadership programme	PAUSE
Strategic Aim 4: To develop the workforce to support the delivery of safety and quality	4.1	Push Mangat	Charlette Middlemiss	To develop a good practice toolkit and resource guide to support the workforce model in unscheduled care	PAUSE
	4.2	Push Mangat	Angie Oliver	Contribute to the workforce planning and workforce development requirements for the Major Trauma Network (MTN)	PAUSE –MTN mothballed

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
	4.3	Stephen Griffiths	HoSTrans	Lead the workforce development and training requirements to support the Single Cancer Pathway	PAUSE – National Endoscopy Board mothballed CONTINUE endoscopy training
	4.4	Stephen Griffiths	Kerri Eilertsen-Feeney	Develop a mental health workforce plan in collaboration with Welsh Government and Social Care Wales to support implementation of Together for Mental Health (this includes CAMHS)	PAUSE but refocus on COVID 19
	4.5	Stephen Griffiths	Charlette Middlemiss	Improve post registration education, support and training pathways to ensure all health care professionals can develop beyond the point of initial registration.	PAUSE
	4.6	Alex Howells	Charlette Middlemiss	Support implementation of primary care workforce model as part of the Strategic Programme for Primary Care	PAUSE ?primary care needs re COVID – 19, need to link to WG emergency response structure
	4.7	Alex Howells	Charlette Middlemiss	Support workforce development requirements of integrated care models being developed by Regional Partnership Boards	PAUSE
	4.8	Stephen Griffiths	Kerri Eilertsen-Feeney	Support the implementation of the <i>Maternity Care in Wales, A Five-year Vision for the Future (2019-2024)</i>	PAUSE
	4.9	Stephen Griffiths	Kerri Eilertsen-Feeney	Secure the transfer of the Nurse Staffing Programme Team to HEIW and lead the further role out of the programme across NHS Wales	CONTINUE transfer and work that can be done within existing constraints

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
	4.10	Push Mangat	Clem Price	Assess the Critical Care workforce needs across Wales and provide a framework which allows healthcare organisations to develop their Critical Care workforce plans	REFOCUS to support COVID -19 work
Strategic Aim 5: To be an exemplar employer and a great place to work	5.1	Julie Rogers	Foula Evans	Implement the People, Inclusion and OD Strategy	PAUSE
	5.2	Julie Rogers	Angie Oliver	Lead, develop and embed a range of actions to support workforce and workplace wellbeing and excellent colleague experience within HEIW	REFOCUS to support COVID-19 work
	5.3	Dafydd Bebb	Huw Owen	Implement and embed the Welsh Language framework within HEIW	CONTINUE with creative/light touch approach
	5.4	Julie Rogers	Emma Kwaya-James	Implement and embed the HEIW Strategic Equality Plan and further develop equality and inclusion agenda including partnership working across the public sector	PAUSE subject to legal advice
	5.5	Julie Rogers	Chris Payne	Progress opportunities for organisational approaches to combat climate change	CONTINUE with creative/light touch approach to support new ways of working with COVID-19
	5.6	Push Mangat	Anton Saayman	Embed multi-disciplinary Quality Improvement capacity and capability within all aspects of HEIW's work and develop partnership working with Improvement Cymru	PAUSE

AIM	OBJ	EXECUTIVE	SRO	DESCRIPTION	STATUS
Strategic Aim 6: To be recognised as an excellent partner, influencer and leader	6.1	Julie Rogers	Angharad Price	Implementing HEIW Communications and engagement strategy; brand awareness and influencing for success	CONTINUE
	6.2	Julie Rogers	Angharad Price	Supporting HEIW business areas on key national programmes of work through the development and delivery of highly effective communications / engagement / marketing interventions	PAUSE
	6.3	Julie Rogers	Chris Payne	Review the alignment of internal digital systems and functions, and opportunities to support the Education and training experience for trainees in Wales	CONTINUE EDUROAM if possible CONTINUE recruitment that is in train PAUSE Director of Digital REFOCUS to support COVID-19 and new ways of working
Ed and Training Plan 20/21		Stephen Griffiths/Push Mangat	Martin Riley/Helen Baker	Implementing the plan already agreed and funded	CONTINUE clarify recruitment process given impact on exams
Ed and Training Plan 21/22		Stephen Griffiths/Push Mangat	Clem Price	Developing the new plan for 21/22	CONTINUE will need a lighter touch process due to reduced engagement



GIG
CYMRU
NHS
WALES

Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	2.3.2
Teitl yr Adroddiad	Trefniadau Llywodraethu Corfforaethol AaGIC mewn ymateb i COVID-19		
Awdur yr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Noddwr yr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Cyflwynwyd gan	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Amlygu a cheisio cymeradwyaeth gan Aelodau'r Bwrdd i newidiadau i drefniadau Llywodraethu Corfforaethol AaGIC mewn ymateb i'r Pandemig COVID-19.		
Materion Allweddol	Cyfarfodydd y Bwrdd a'r pwyllgorau i barhau ond gydag agenda lai a fydd yn canolbwyntio ar yr ymatebion i COVID-19. Cyfarfodydd y Bwrdd (gan gynnwys cyfarfod mis Mawrth y Bwrdd) a Phwyllgorau i gael eu cynnal drwy drefniadau telegynadledda. Trefniadau cyfathrebu gydag Aelodau'r Bwrdd yn ystod y cyfnod dan sylw. Nid oes disgwyl i'r cyhoedd ddod i sesiynau agored y Bwrdd a'r Pwyllgorau yn unol â chanllawiau cenedlaethol. Cadarnhau y bydd gweithredoedd y Cadeirydd yn cael eu defnyddio i benodi aelodau newydd i Bwyllgorau pan fydd angen er mwyn sicrhau bod cworwm yn y cyfarfodydd hyn. Diwygio'r Gofrestr Risgiau Corfforaethol mewn ymateb i COVID-19.		
Cam Penodol i'w Gymryd (un ✓ yn unig)	Gwybodaeth	Trafod	Sicrhau
			Cymeradwyo
			✓
Argymhellion	Gofynnir i'r aelodau ystyried a chymeradwyo'r cynigion sydd yn yr adroddiad hwn.		

Trefniadau Llywodraethu Corfforaethol AaGIC mewn ymateb i COVID-19

1. CYFLWYNIAD

Amlygu a cheisio cefnogaeth gan Aelodau'r Bwrdd i newidiadau arfaethedig i drefniadau Llywodraethu Corfforaethol AaGIC mewn ymateb i'r Pandemig COVID-19.

Ein nod yw egluro sut byddwn yn defnyddio llywodraethu corfforaethol y GIG i gael y cydbwysedd iawn rhwng galluogi AaGIC i weithredu'n briodol ac osgoi llesteirio'r gallu i wneud penderfyniadau'n ystwyth mewn amgylchedd sy'n newid yn gyflym.

2. CEFNDIR

Mae Grŵp Ysgrifennydd y Bwrdd wedi anfon llythyr drafft ymlaen at Dr Andrew Goodall, CBE, Cyfarwyddwr Cyffredinol Iechyd a Gwasanaethau Cymdeithasol yn rhoi cyngor ar ymatebion llywodraethu priodol i COVID-19. Mae'r llythyr hwn ynghlwm yn Atodiad 1 er gwybodaeth.

Mae'r cynigion sy'n cael eu manylu isod yn cyd-fynd â'r cynnig gan Grŵp Ysgrifennydd y Bwrdd a'u nod yw adlewyrchu safle AaGIC.

3. Y CYNNIG

Mae'r dull gweithredu a gynigir ar gyfer trefniadau llywodraethu AaGIC mewn ymateb i COVID-19 wedi'u hamlinellu isod.

1. Cyfarfodydd y Bwrdd a Phwyllgorau

- 1.1 Bydd cyfarfodydd y Bwrdd (gan gynnwys cyfarfod mis Mawrth y Bwrdd wythnos nesaf) a Phwyllgorau yn cael eu cynnal yn ffurfiol drwy delegynadleda.
- 1.2 Nid oes disgwyl i aelodau o'r cyhoedd ddod i sesiynau agored y cyfarfodydd yn unol â chanllawiau cenedlaethol. Gweler cynnig 2.2 isod sy'n amlinellu'r camau byddwn yn eu cymryd i wneud iawn am hyn.
- 1.3 Bydd deialu i mewn i gyfarfod yn ddigon er mwyn cyfrif bod Aelod yn bresennol at ddibenion cworwm.
- 1.4 Bydd Agenda'r Bwrdd a'r Pwyllgorau yn canolbwyntio ar ymateb AaGIC i COVID-19.
- 1.5 Bydd Bwrdd mis Mawrth, y Pwyllgor Archwilio a Sicrwydd ar 1 Ebrill a'r Pwyllgor Addysg, Comisiynu ac Ansawdd ar 9 Ebrill yn bwrw ymlaen gydag agenda lai o lawer a fydd wedi'i chyfyngu i eitemau hanfodol yn unig.
- 1.6 Bydd Cyfarfodydd y Bwrdd a Phwyllgorau yn y dyfodol yn cael eu hadolygu ond tybir y byddant yn parhau gan ystyried 1.4.
- 1.7 Er mwyn hwyluso'r ffordd newydd o weithio bydd gofyn i'r aelodau anfon cwestiynau ac ymholiadau ynghylch papurau'r Bwrdd/Pwyllgor 24 awr cyn cynnal y cyfarfod er mwyn gallu rhoi sylw iddynt yn fwy effeithlon yn y drafodaeth. Dylid anfon yr ymholiadau at y Cyfarwyddwr perthnasol ac anfon copi at Ysgrifennydd y Bwrdd.

2. Cyfathrebu

- 2.1 Bydd Aelodau Annibynnol yn cael diweddariad wythnosol ysgrifenedig naill ai'n ysgrifenedig neu drwy alwad cynadledda.
- 2.2 Er mwyn lliniaru'r risg i natur agored a thryloywder cau cyfarfodydd y Bwrdd a Phwyllgorau i'r cyhoedd, byddwn yn:
- darparu crynodeb o'r cyfarfod cyn pen 48 awr o'r cyfarfod;
 - cyhoeddi cofnodion heb eu cadarnhau cyn pen pythefnos o'r cyfarfod.

3. Y Gofrestr Risgiau Corfforaethol

Mae'r rhain yn risgiau allweddol newydd sy'n gysylltiedig â'r camau sy'n cael eu cymryd i fynd i'r afael â'r sefyllfa COVID-19, a bydd y rhain yn cael eu hasesu dros yr wythnosau nesaf er mwyn rhoi'r wybodaeth i'r Pwyllgor Archwilio yn y lle cyntaf. Bydd angen adolygu'r Gofrestr Risgiau Corfforaethol yng ngoleuni'r gwaith yma.

4. MATERION LLYWODRAETHU A RISG

Mae'r cynigion sydd wedi cael eu hamlinellu uchod wedi'u hanelu at gael y cydbwysedd iawn rhwng galluogi AaGIC i ymateb yn briodol i'r sefyllfa COVID-19 heb greu fframwaith biwrocrataidd sy'n llesteirio gwneud penderfyniadau.

5. GOBLYGIADAU ARIANNOL

Nid oes dim goblygiadau ariannol uniongyrchol yn codi o'r papur hwn.

6. ARGYMHELLIAD

Gofynnir i'r aelodau ystyried a chymeradwyo'r cynigion sydd yn yr adroddiad hwn.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	✓	✓	✓	✓
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	

		partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.		
	✓	✓	✓	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Mae'r cynigion wedi'u hanelu at alluogi AaGIC i ymateb yn briodol i ofynion gweithlu cyfredol GIG Cymru.				
Goblygiadau Ariannol				
Nid oes goblygiadau ariannol uniongyrchol.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Nid oes rhai uniongyrchol				
Goblygiadau Staffio				
Nid oes dim goblygiadau uniongyrchol o ran staffio				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
Na				
Hanes yr Adroddiad	Na			
Atodiadau	Atodiad 1 – Llythyr oddi wrth Grŵp Ysgrifennydd y Bwrdd at Andrew Goodall, Cyfarwyddwr Cyffredinol Iechyd a Gwasanaethau Cymdeithasol.			



Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

Our Ref: RB/lab

Direct Line: 01633 435958

18th March 2020

Dr Andrew Goodall CBE
Director General Health and Social Services/
NHS Wales Chief Executive
Welsh Government
Cathays Park
CARDIFF CF10 3NQ

Dear Andrew

Advice/Proposals from NHS Board Secretaries/Directors of Corporate Governance on COVID-19

Further to the e-mail exchanges over last weekend (14th and 15th March 2020), the all-Wales Board Secretaries Group was asked to consider governance matters in NHS Wales during the period of the COVID-19 Pandemic. The Board Secretaries Group met yesterday via telephone conference and was joined on the call by Sioned Rees from Welsh Government.

The Group emphasised that it was particularly important as the Pandemic is expected to escalate over coming weeks and months that we are clear how we use NHS governance arrangements to enable continued appropriate functioning of NHS organisations and that governance requirements are not be seen as a framework of bureaucracy that hinders agile decision making and taking.

Therefore, we have proposed a number of governance principles to use as a framework, but also maintain a continued focus for NHS organisations on our responsibilities to the public and partners in relation to openness, transparency and accountability and discharging these in the right ways during these unprecedented times.

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Bwrdd Iechyd Aneurin Bevan yw enw gweithredol Bwrdd Iechyd Lleol Aneurin Bevan
Aneurin Bevan Health Board is the operational name of Aneurin Bevan Local Health Board

We have also proposed a number of changes to the ways in which Boards and their Committees operate and have also asked a range of further questions with regard to the coming months and the arrangements for Boards and their membership, decision making and schemes of delegation and also required end of year reporting. The advice and guidance of Welsh Government would be welcomed with regard to the arrangements and your approval to progress with some of these changes for the coming period.

Governance Principles: The Board Secretaries Group has framed a number of governance principles that are designed to help focus consideration of governance matters over coming weeks and months. These are:

- **Public interest and patient safety** - We will always act in the best interests of the population of Wales and will ensure every decision we take sits in this context taking into account the national public health emergency that (COVID-19) presents.
- **Staff wellbeing and deployment** – we will protect and support our staff in the best ways we can. We will deploy our knowledge and assets where there are identified greatest needs.
- **Good governance and risk management** – we will maintain the principles of good governance and risk management ensuring decisions and actions are taken in the best interest of the public, our staff and stakeholders ensuring risk and impact is appropriately considered.
- **Delegation and escalation** – any changes to our delegation and escalation frameworks will be made using these principles, will be documented for future record and will be continually reviewed as the situation unfolds. Boards and other governing fora will retain appropriate oversight, acknowledging different arrangements may need to be in place for designated officers, deputies and decisions.
- **Departures** - where it is necessary to depart from existing standards, policies or practices to make rapid but effective decisions - these decisions will be documented appropriately. Departures are likely, but not exclusively, to occur in areas such as standing orders (for example in how the Board operates), Board and executive scheme of delegation, consultations, recruitment, training and procurement, audit and revalidation.
- **One Wales** – we will act in the best interest of all of Wales ensuring where possible resources and partnerships are maximised and consistency is achieved where it is appropriate to do so. We will support our own organisation and the wider NHS to recover as quickly as possible from the national public health emergency that COVID-19 presents returning to business as usual as early as is safe to do so.
- **Communication and transparency** - we will communicate openly and transparently always with the public interest in mind accepting our normal arrangements may need to be adapted, for example Board and Board Committee meetings being held in public.

We hope these will be a helpful frame of reference for our management of our organisations and responsibilities and accountabilities.

Proposed changes and amendments to organisational governance arrangements and processes:

The Board Secretaries have confirmed that we have already begun to amend our meeting schedules for Boards and Committees. Therefore, our advice is that during the next six months at least, we should continue to focus on key governance requirements, but all other arrangements should be paused. Therefore, it is proposed that we continue to run our Boards as key decision making entities, but that we progressively run these in ways that require a focus on only key decision making only and levels of required assurance, particularly with regard to COVID-19 and quality and patient safety considerations to enable the public to have confidence in our approaches.

In terms of our committees and partnership committees, it is proposed that all these are stood down for the coming period with the exception of our Quality and Patient Safety Committees, which can operate on the basis of a quorum only and also our Audit Committees, which likewise should operate through quorum arrangements, this will be important for end of financial end of year considerations and general assurance with regard to our systems and overall risk management approaches.

Therefore, in terms of how we run our forthcoming Board Meetings and in public Committee Meetings, we discussed three stages prior to having to cancel our meetings all together (and then use the provisions of Standing Orders through Chair's Actions for key decisions, which we could report publically sooner rather than waiting for the next Board). We also recognised that some organisations would decide to get to stage three sooner rather than later and some might wish to start there, which was a view of the majority of Board Secretaries. However, this would need to be agreed with respective Chairs and Chief Executives.

The three proposed levels are:

- **Level One** - to bring the Board together as normal, but with reduced agenda with a focus on key decisions and key elements of assurance, particularly around COVID-19. However, such Board environments need to be set-up in such a way that would allow appropriate distancing between participants. We envision that this option would not be viable for long.
- **Level Two** – use skype or other types of group conference software. Again, with a reduced and focused agenda. It is recognised, that some of these arrangements can be unpredictable and can affect the dynamics of meetings. However, with this option it was also clear that the public would not be able to observe, as the software doesn't allow. Therefore,

the publication of a post Board report and minutes would be an essential way of ensuring a public line of sight for our discussion at Board and committee meetings.

- **Level Three** – was to use the provisions of Standing Orders and run the Board on the basis of a quorum only. Again, to keep the agenda focused to key decisions only and key areas of assurance reporting. This would solve some of the issues that have been experienced with video and audio conferences. It would also keep us business focused. The papers would be shared with all members and they could feed any key comments to the Board Secretary or nominated individual for feeding into Board consideration.
- **The final level** - as mentioned above, would be to cancel Board and committee Meetings and use the provisions of Standing Orders for Chair's Action for key decisions during this time, but not wait to report to the next Board, but publish these immediately and share with Board Members. This would require resilience in our Scheme of Delegation and Authorisation Matrices with clear arrangements for Chair, Vice Chair and a Third (perhaps Chair of Audit) and also this arrangement for other authorised signatories. These approvals could be managed electronically, especially with the required Independent Member signatures i.e. Chair, Vice Chair and IMs).

Therefore, in terms of our Boards, we advise that bringing potentially a group of 24 people together at this time with current national guidance would not be recommended. Recognising that further social distancing and shielding measures are likely to come in at the weekend, especially with the age profile of some of our Boards, that the first level is no longer viable.

In all instances, it was agreed that we should not at this time invite the public in to observe these meetings as it would be in their own public interest not to attend (and this might be taken out of our hands soon anyway). However, if at all possible we should seek to webcast or Facebook live, for instance. If this is not possible, either due to technology restraints or recognising that support for this would come from communications staff who are currently hard pressed.

Therefore, it is recommended that we discharge our public responsibilities by producing a news from the Board communication in quick order after the Board (perhaps within three working days) and publish it and also produce the minutes quickly after the meeting for publishing.

In the current circumstances we find ourselves it was considered this was the most reasonable approach to seek to discharge our responsibilities. We would explain this in our public notices and ask members of the public not to attend due to current circumstances and give them the details of the alternative arrangements we have established. Board Secretaries have developed common wording for our public notices to ensure consistency and standardisation across NHS Wales.

It was considered that the public and interested parties would understand this and consider this prudent for their and others safety. We would of course always publish our papers beforehand, which would be in the public domain. However, it was recognised that there might need to be some flexibility around publication timelines given the capacity of organisations to produce papers etc in what are very fluid and challenging conditions currently. Therefore advice from Welsh Government on this would be welcomed.

The Board Secretaries Group is clear that Standing Orders provide us with a clear framework for decision taking in these circumstances and that they should be used effectively during this time. However, we also recommend that Welsh Government consider a potential future requirement for the suspension of Standing Orders or a range of the provisions and expectations within Standing Orders to reduce the bureaucratic burden on organisations. The Board Secretaries Group would welcome the opportunity to support Welsh Government colleagues in consideration of this point.

The Group also considered a number of other associated areas and these are outlined below, where advice and permission is sought for further changes.

End of Year Reporting: Further advice is sought from Welsh Government with regard to our end of year reporting requirements and arrangements. We are aware of the requirement for our accounts and public disclosure statements to inform Welsh Government Accounts and the requirement of HM Treasury, but further advice is sought with regard to any relaxation of requirements and timelines with regard to these arrangements, especially the range of public disclosure statements that are required i.e. Accountability Report, Annual Governance Statement, Performance Report, Annual Quality Statement and Annual Report.

Particularly with the Annual Report and our Annual General Meetings. We are aware that Welsh Government, in line with HM Treasury requirements, have sought to reduce the timeline for reporting. However, Annual Reports and AGMs are now required by the end of July each year, when historically they were required by the end of September each year. We would like to

request that consideration is given to returning to the September date for the Annual Report and AGM requirement for 2020.

Wales Audit Office: We are aware that Welsh Government colleagues are already in conversation with Wales Audit Office colleagues on a number of matters. Therefore, it would be helpful for an early determination with regard to audit programmes for NHS Wales and also any relaxation of commitments that we have currently made for actions from recommendations from key audits such as the Structured Assessment.

NHS organisations is already in conversation with our Internal Audit colleagues with regard to our own programmes, but of course the Head of Internal Audit opinion is a key element of our end of year reporting and we need to ensure that our programmes are completed enough to ensure that they can form an opinion from the work they have completed.

Consultations: The Group are seeking clarity with regard to consultations for service change during this time. We will as organisations need to change the configuration and location of our services at short notice as part of our response to the Pandemic. Therefore, advice with regard to any relaxation of the requirement for consultation at this time would be welcomed. However, we will continue to liaise with our Community Health Councils, but any revised guidance to both the NHS and CHCs would be helpful.

Mental Health Act and Mental Health Act Managers: The Group is seeking clarity on our responsibilities under the Mental Health Act and required reporting. We also require further consideration and guidance on the continued role of Mental Health Act Managers, as again the age profile of many of these individuals might mean they have to isolate or shield themselves. Therefore, we will need to have advice with regard to continued requirements and also any proposals for alternative arrangements. Further guidance on this area from Welsh Government would be helpful.

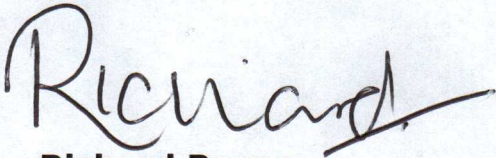
Appointment and Tenure of Board Members: Many organisations are currently undertaking recruitment activity to replace Board Members. It is anticipated that this will be difficult to conclude over coming months. Therefore, guidance on whether or not this recruitment should be paused would be welcomed or if appointments awaiting approval could be expedited. Also, consideration at this time if there is an option to extend the tenure of existing members who might have reached the end of their 8 year term, as this would assist with resilience.

The Board Secretaries Group hope the above considerations are helpful at this time. We will always seek to communicate openly and transparently and ensure that good governance principles and are applied and

maintained, but we recognise that some arrangements will require to be adapted or amended in coming weeks and months and we will of course want to play our part in ensuring this can be done effectively and appropriately. Grateful in the interim for the advice of Welsh Government on some of the questions and requested that we have highlighted above.

If you need any further information or clarification on any of the points made, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Richard', with a long, sweeping horizontal stroke extending to the right.

Richard Bevan
Chair of the Board Secretaries Group
Signing for and on behalf of the Members of this Group.

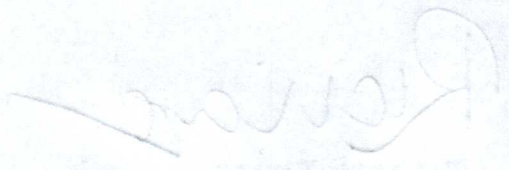
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GIG
CYMRU
NHS
WALES

Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	3.1
Teitl yr Adroddiad	Adroddiad Cynnydd Arweinyddiaeth ac Olyniaeth		
Awdur yr Adroddiad	Helen Thomas, Cyfarwyddwr Cynorthwyol Arweinyddiaeth ac Olyniaeth		
Noddwr yr Adroddiad	Julie Rogers, Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol		
Cyflwynwyd gan	Julie Rogers, Cyfarwyddwr y Gweithlu a Datblygu Sefydliadol		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Mae'r papur hwn yn rhoi diweddariad cynnydd ar y gwaith y mae AaGIC yn ei wneud mewn perthynas â'r ffrwd waith Cynllunio Talent/Olyniaeth ac Arweinyddiaeth Dosturiol.		
Materion Allweddol	Mae hon yn rhaglen waith uchelgeisiol, a bydd angen cyllid priodol i'w darparu'n llawn. Bydd cyfran sylweddol o'r pethau y mae modd eu darparu o Gynllun Tymor Canolig Integredig AaGIC (Amcan 3 Arweinyddiaeth ac Olyniaeth) yn ddibynol ar gyllid yn cael ei gadarnhau e.e. Cynllun Graddedigion GIG Cymru, rhaglenni arweinyddiaeth ac ati. Mae amcangyfrif o'r gost wedi cael ei ddrafftio.		
Cam Penodol i'w Gymryd (un ✓ yn unig)	Gwybodaeth	Trafod	Sicrhau
	✓		
Argymhellion	Gofynnir i'r aelodau nodi'r cynnydd sydd wedi'i wneud hyd yma.		

Adroddiad Cynnydd Olyniaeth ac Arweiniad

1. CYFLWYNIAD

- 1.1. Cafodd dull tosturiol a chydweithredol o ddatblygu arweinyddiaeth ar draws lechyd a Gofal Cymdeithasol Cymru ei gymeradwyo gan Adran Weithredol GIG Cymru ym mis Ionawr 2019 a gan Gyngor Gweithredol ADSS Cymru ym mis Mawrth 2019. Cafodd y dull hwn ei danategu gan sylfaen dystiolaeth gadarn sydd wedi cael ei datblygu dros 30 mlynedd gan arbennigwyr yn cynnwys yr Athro Michael West a'r Kings Fund. Roedd hefyd yn ddull oedd eisoes yn cael ei ddatblygu ar draws gwledydd eraill y DU.
- 1.2. Pwrpas yr adroddiad hwn yw crynhoi taith AaGIC hyd yma i ddatblygu capasiti arweinyddiaeth cydweithredol a thosturiol ar draws GIG Cymru. Mae'r papur yn adlewyrchu'r cynnydd o'i gymharu â Chynllun Blyneddol AaGIC ar gyfer 2019/20 ac yn amlinellu'r prif gerrig milltir sydd ar y gweill er mwyn sicrhau eu bod yn cael eu darparu yn erbyn y saith amcan arweinyddiaeth strategol sy'n cael eu hamlinellu yng Nghynllun Tymor Canolig Integredig AaGIC ar gyfer 2020/21.

2. ADOLYGIAD HYD YN HYN

Roedd amcan 6 cynllun blyneddol AaGIC ar gyfer 2019-20 yn nodi'r pethau cyntaf y mae modd eu darparu mewn perthynas â'r Agenda Arweinyddiaeth. Mae'r adran nesaf yn amlinellu'r cynnydd sydd wedi'i wneud o'i gymharu â'r amcanion gwreiddiol.

2.1. Datblygu Strategaeth Arweinyddiaeth ar gyfer lechyd a Gofal Cymdeithasol, mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Cymru

Sefydlu Grŵp Llywio Arweinyddiaeth

Sefydlwyd Grŵp Llywio Arweinyddiaeth i wneud y gwaith hwn ac mae'n cynnwys cydweithwyr o Ofal Cymdeithasol Cymru, Llywodraeth Cymru, GIG Cymru ac Academi Cymru. Roedd y grŵp hwn yn rhedeg ochr yn ochr â Grŵp Strategaeth y Gweithlu lechyd a Gofal Cymdeithasol er mwyn sicrhau bod ffocws priodol ar y blaenoriaethau arweinyddiaeth. Ar ôl lansio'r Egwyddorion Arweinyddiaeth Tosturiol ar gyfer lechyd a Gofal Cymdeithasol yng Nghymru (sydd allan ar ymgynghoriad ar hyn o bryd), bydd gwaith y grŵp hwn yn dod i ben yn ffurfiol. Bydd galwadau skype misol yn parhau gyda Gofal Cymdeithasol Cymru er mwyn sicrhau aliniad parhaus.

2.2. Creu Mudiad Cymdeithasol o Arweinyddiaeth Dosturiol

Darparwyd cynhadledd ymgysylltu ar Arweinyddiaeth Dosturiol gan AaGIC ym mis Hydref 2019. Daeth dros 270 o bobl i'r digwyddiad llwyddiannus hwn a bu iddo greu mudiad o arweinyddiaeth dosturiol ar draws GIG Cymru gan adeiladu ar gynhadledd lechyd a Lles AaGIC a GIG Cymru 'Mae Tosturi yn Dechrau gyda Fi'.

Ers y gynhadledd hon, mae AaGIC wedi bod yn darparu cymorth fel bod sefydliadau yn gallu cofleidio a phlannu diwylliannau o arweinwyr tosturiol gyda chymorth AaGIC

ar gyfer uwchgynadleddau arweinyddiaeth, dosbarthiadau meistr a chyfleoedd i beilota adnoddau ar gyfer arweinyddiaeth a diwylliant tosturiol.

Cafwyd cyfweiliad gweminar byw gyda'r Athro Michael West ym mis Rhagfyr 2019, ac mae llawer iawn o bobl yn parhau i'w wyllo. Mae rhannau o'r cyfweiliad, yn seiliedig ar gyfres o gwestiynau ac atebion, yn parhau i gael eu trydar gan Dîm Cyfathrebu AaGIC er mwyn cadw'r ffocws ac atgoffa pobl o arweinyddiaeth dosturiol.

2.3. Datblygu Egwyddorion Arweinyddiaeth Tosturiol

Mae cyfres o Egwyddorion Arweinyddiaeth Tosturiol cyffredinol wedi cael ei drafftio ar gyfer lechyd a Gofal Cymdeithasol gan y Grŵp Llywio Arweinyddiaeth gyda chymorth yr Athro Michael West. Mae gan yr Egwyddorion hyn sylfaen dystiolaeth wyddonol ac maen nhw'n defnyddio adborth a gafwyd o ymgynghoriad Strategaeth y Gweithlu a'r gynhadledd ymgysylltu ar Arweinyddiaeth Dosturiol.

Mae egwyddorion hyn yn destun ymgynghoriad ar hyn o bryd (mae'r ymgynghoriad yn dod i ben ar 10 Ebrill 2020, ond gallai gael ei ymestyn i adlewyrchu'r gofynion presenol ar y gwasanaeth). Mae dros 1,000 o bobl wedi cael gwahoddiad i roi sylw ar yr Egwyddorion hyn. Roedd pob rhwydwaith cydweithwyr yn ogystal ag ymgysylltiad â'r Colegau Brenhinol a chyrrff cynrychiadol wedi'i drefnu ar gyfer mis Mawrth a mis Ebrill 2020. Bydd angen cynnal adolygiad o'r strategaeth ymgysylltu yng ngoleuni'r pwysau presennol ar wasanaethau ynghyd â sut rydyn ni'n ymgysylltu â rheoleiddwyr a phartneriaid addysg.

2.4. Gweithredu Fframwaith Reoli Talent a Chynllunio Olyniaeth ar gyfer GIG Cymru

Atebion Rheoli Talent Digidol

Cynhaliwyd peilot profi cysyniad llwyddianus yr Hydref diwethaf yn defnyddio ateb cwmwl Oracle Talent Management (TM). Mae'r peilot hwn wedi cyfrannu at y manylebau gweithredol a thechnegol sydd eu hangen i helpu i reoli talent ar Haenau 1-3 ar draws GIG Cymru.

Mae cost contract 2 flynedd gydag Oracle TM yn cael ei benderfynu ar hyn o bryd ac mae trafodaethau yn mynd rhagddynt gyda Phartneriaeth Cydwasanaethau GIG Cymru ar sut y byddai gweithredu Oracle TM yn llwyddianus yn effeithio ac yn dylanwadu ar ail-gaffael y Cofnod Staff Electronig yn 2022.

Cynllunio Olyniaeth a Talent

Er mwyn bodloni gofynion gwasanaeth newydd, mae AaGIC wedi cyflymu'r rhaglen waith cynllunio olyniaeth a thalent. Anfonwyd llythyrau'n ddiweddar at Brif Weithredwyr a Chadeiryddion GIG Cymru yn rhoi'r wybodaeth ddiweddaraf am ddatblygiad y gwaith hwn, ond hefyd yn gofyn i sefydliadau roi gwybodaeth ynglŷn â chynllunio olyniaeth angenrheidiol i'r Tîm Arweinyddiaeth. Mae hyn yn cynnwys:

- Pa swyddi sy'n anodd eu llenwi yn eu sefydliad
- Enwau unrhyw ddarpar dalent y maen nhw wedi'i ganfod yn Haenau 1 – 3

Bydd yr wybodaeth hon yn cael ei defnyddio i greu 'map gwres' o swyddi sy'n anodd eu llenwi fel bod cynllunio olyniaeth yn y meysydd hyn yn cael ei flaenoriaethu. Bydd yr unigolion sydd wedi'u nodi yn cael eu gwahodd i Uwchgynhadledd Talent lle byddan nhw'n:

- Helpu i gyd-gynhyrchu proses reoli talent deg a chynhwysol ar gyfer GIG Cymru
- Cyfrannu at ddatblygiad a'r cyfleoedd dysgu drwy brofiad sydd eu hangen i gefnogi arweinwyr haenau 1 – 3
- Cymryd rhan mewn canolfan ddatblygu a chael cynllun datblygu personol
- Cael eu gwahodd i amrywiaeth o ddosbarthiadau meistri ar arweinyddiaeth
- Dod yn aelod o'r Rhwydwaith Arweinyddiaeth ar Borth Arweinyddiaeth Digidol AaGIC, fydd yn cynnig mynediad parhaus at amrywiaeth o ddeunyddiau arweinyddiaeth, webinarau ac ati sy'n gyfredol ac yn seiliedig ar dystiolaeth

Datblygu Proffiliau Llwyddiant Arweinyddiaeth

Mae adroddiad o arferion gorau ar draws NHS Education for Scotland (NES) a NHS England yn dangos gwahanol ddulliau ar gyfer datblygu modelau gweithredu canolfannau asesu a phroffiliau arweinyddiaeth. Yn nulliau'r ddau, mae'r defnydd o seicolegwyr i helpu i gynllunio'r proffiliau a'r meini prawf asesu er mwyn sicrhau bod yr asesiad yn profi'r gofynion sydd wedi'u nodi yn y proffil llwyddiant yn gywir er mwyn sicrhau proses asesu deg sy'n cael ei dilysu, os yw'n cael ei herio.

Mae papur trafodaeth yn cael ei ddrafftio ar hyn o bryd sy'n crynhoi'r modelau gweithredu sy'n cael eu defnyddio gan NHS Education for Scotland a NHS England yn ogystal â dull arfaethedig i Gymru.

2.5. Mapio'r adnoddau rheolaeth ac arweinyddiaeth a nodi rhaglenni â blaenoriaeth ar gyfer iechyd a gofal

Cwmpasu rheolaeth ac arweinyddiaeth

Trwy fis Mawrth a mis Ebrill 2019 cynhaliwyd ymarfer cwmpasu gan Dîm Arweinyddiaeth AaGIC i archwilio:

- Y cynnwys, y fframweithiau a'r cymwyseddau rheolaeth ac arweinyddiaeth sy'n cael eu darparu ar hyn o bryd.
- Yr amrywiaeth rhwng rhaglenni rheolaeth ac arweinyddiaeth a'r clystyrau o gynnwys sydd yr un fath
- Hygyrchedd a chynhwysoldeb datblygiad arweinyddiaeth

Cynigwyd cyfres o argymhellion sydd weddi wedi cyfrannu at raglen waith sy'n mynd rhagddi ar hyn o bryd, ac mae llawer ohono wedi'i gynnwys yng Nghynllun Tymor Canolig Integredig AaGIC ar gyfer 2020/21 o dan Amcan 3 a fydd yn mynd rhagddo eleni. Un o'r argymhellion oedd adolygu ac ail-lansio Fframwaith Cymwyseddau Rheolwyr Craidd GIG Cymru. Ond, awgrymodd adolygiad cychwynol o'r fframwaith hwn fod angen ei ailysgrifennu'n llawn er mwyn diweddarau'r iaith, clystyrau cymhwysedd, aliniad â'r Egwyddorion Arweinyddiaeth a'i ddigideiddio. Mae papur yn cael ei baratoi yn amlinellu'r argymhellion hyn a bydd, os caiff ei gymeradwyo, yn cael ei baratoi yn ystod 2020 mewn partneriaeth â GIG Cymru.

2.6. Gweithredu porth arweinyddiaeth digidol a rhwydweithiau cynfyfyrwyr

Cafodd tendr am borth arweinyddiaeth digidol ei gwblhau yn Hydref 2019 a chafodd ei beilota'n llwyddiannus yn y gynhadledd ymgysylltu ar Arweinyddiaeth Dosturiol. Arweiniodd hyn at ddull proffesiynol o rannu deunyddiau ar ôl y gynhadledd ac o letya cyfweiliadau gweminar a deunyddiau eraill. Mae'r gwaith o orffen y brandio a ffurfweddu'r dyluniad yn mynd rhagddo er mwyn gallu lletya amrywiaeth o rwydweithiau ac adnoddau agored hunan-wasanaeth gan gynnwys mynediad at adnoddau rheolaeth y Brifysgol Agored a mynediad at adnoddau arweinyddiaeth sy'n seiliedig ar dystiolaeth gan y Kings Fund. Bydd llwyfannau digidol a dulliau hunan-wasanaeth yn thema ganolog er mwyn atgyfnerthu dull cydweithredol yn hytrach na dull elitaidd o ran arweinyddiaeth.

3. Edrych ymlaen

3.1. Mae Cynllun Tymor Canolig Integredig AaGIC ar gyfer 2020/21 yn amlinellu rhaglen waith uchelgeisiol ar gyfer Rheoli Olyniaeth/Talent ac Arweinyddiaeth. Mae amlinelliad o'r pethau allweddol y mae modd eu darparu ynghyd â'r dyddiadau darparu ar gael isod:

- **Fframwaith Darparu Arweinyddiaeth Dosturiol ar gyfer lechyd**

Er mwyn gweithredu'r Egwyddorion Arweinyddiaeth Dosturiol, mae fframwaith darparu rhyngweithiol yn cael ei datblygu fydd yn alinio ag amcanion arweinyddiaeth strategol AaGIC ar gyfer 2020/21. Mae casgliad dwyieithog o fideos byr yn dangos arweinwyr o'r maes ieuchyd a gofal cymdeithasol yn egluro sut mae arweinyddiaeth dosturiol wedi trawsnewid eu tîm a gwella gwasanaethau yn cael ei ddatblygu i ddod a'r Egwyddorion Arweinyddiaeth yn fyw. Mae hwn ar y trywydd iawn i gael ei gwblhau yn chwarter cyntaf 2020, gan ystyried y pwysau presenol.

- **Rhaglen Rheolaeth Gyffredinol GIG Cymru i Raddedigion**

Mae cynnydd sylweddol wedi bod yn y maes hwn gydag ymgysylltiad cadarnhaol â sefydliadau a grwpiau cyfoed perthnasol a model gweithredu arfaethedig yn cael ei ddatblygu. Mae canolfannau recriwtio ac asesu wrthi'n cael eu cynllunio. Mae proses gaffael gradd meistr wedi cael ei drafftio ac mae cynllun darparu prosiect cyffredinol wedi cael ei ddatblygu. Y bwriad yw lansio'r rhaglen hon yn niwedd Gwanwyn 2020, yn dibynnu ar gyllid yn cael ei gymeradwyo.

- **Lansiad llawn y Porth Arweinyddiaeth Digidol**

Mae'r hyfforddiant technegol wedi cael ei gwblhau ac mae'r contract wedi cael ei wella i ddarparu elfen allanol i'r porth gan roi mynediad at amrywiaeth o adnoddau arweinyddiaeth dosturiol a chydweithredol sy'n seiliedig ar dystiolaeth ar gyfer GIG Cymru, cydweithwyr yng Ngofal Cymdeithasol Cymru ac o bosib ymhellach. Mae hyn yn helpu i greu diwylliannau o arweinyddiaeth dosturiol ar draws y system. Mae amrywiaeth o rwydweithiau arweinyddiaeth rhithiol yn cael eu sefydlu i rannu deunyddiau, llwytho dogfennau i fyny a galluogi trafodaethau ar-lein mewn amgylchedd wedi'i rheoli. Mae hwn yn cael ei beilota gan grŵp penodol o ddefnyddwyr yn cynnwys y Rhaglen

Arweinyddiaeth 3D. Mae hwn ar y trywydd iawn i gael ei gwblhau yn chwarter cyntaf 2020

- **Model Gweithredu Rheoli Talent ac Olyniaeth**

Mae model gweithredu drafft ar gyfer rheoli cynlluniau olyniaeth a thalent yn cael ei datblygu ac mae cyfleoedd y system TM digidol yn dal i gael eu harchwilio. Bydd y gwaith yma'n cael ei flaenoriaethu yn chwarter cyntaf 2020. Bydd unrhyw waith pellach yn ddibynnol ar yr Uwchgynhadledd Talent, ond bydd y gwaith yn parhau yn y cefndir i leihau oedi.

- **Sefydlu a rheoli cynfyfyrwyr Arweinyddiaeth Cymru ac amrywiaeth o rwydweithiau arweinyddiaeth**

Mae hyn yn ddibynnol ar yr Uwchgynhadledd Talent. Wedi'i drefnu ar gyfer chwarter 3 a chwarter 4 2020.

- **Gweithredu rhaglenni ac adnoddau arweinyddiaeth ar gyfer arweinwyr clinigol o amrywiaeth o gefndiroedd proffesiynol.**

Mae trafodaethau yn mynd rhagddynt gyda'r Kings Fund a'r Athro Michael West i ddatblygu modiwl arweinyddiaeth dosturiol y gellir ei ddarparu i GIG Cymru i'w ddefnyddio mewn rhaglenni arweinyddiaeth amlddisgyblaethol o fewn y sefydliad. Gellir defnyddio'r modiwl/rhaglen hon ar gyfer hyfforddiant israddedig ac ôlraddedig hefyd. Y bwriad yw ei ddatblygu yn ystod Chwarter 1 a Chwarter 2 2020 Bydd datblygiad rhaglenni Arweinyddiaeth AaGlc yn cael ei drefnu ar gyfer Chwarter 3 a Chwarter 4 2020

- **Gweithredu rhaglen Arweinyddiaeth Dosturiol a Chydweithredol newydd ar gyfer Adran Weithredol GIG.**

Dydy'r gwaith hwn ddim wedi dechrau eto. Y bwriad yw iddo gael ei ddarparu yn Chwarter 3 a 4

4. MATERION LLYWODRAETHU A RISG

- 4.1. Mae cynllun rhaglen yn cael ei ddatblygu ar gyfer rheolaeth a chydgyssylltiad effeithiol o raglen waith Arweinyddiaeth ac Olyniaeth Cynllun Tymor Canolig Integredig 2020/21. Mae'r gofynion llywodraethu wedi cael eu nodi ac maen nhw'n cael eu sefydlu fel bod angen.
- 4.2. Mae peryglon sylweddol posib o ran cyrraedd rhai o gerrig milltir y rhaglen oherwydd effaith coronafeirws ar wasanaethau GIG Cymru. Bydd adolygiad ac ail-flaenoriaethu cynllun rhaglen arweinyddiaeth Cynllun Tymor Canolig Integredig 2020/21 yn digwydd dros y mis nesaf.

5. GOBLYGIADAU ARIANNOL

- 5.1. Mae rhaglen waith Arweinyddiaeth ac Olyniaeth 2020/21 wedi cael ei phrision llawn er mwyn amlinellu'r meysydd lle mae angen arian ychwanegol i ddarparu cynnyrch y rhaglen. Bydd y rhain yn cael eu hystyried fel rhan o'r broses ar gyfer cytuno ar ddyraniad a dosbarthiad cyllideb y flwyddyn ariannol newydd. Mae'n debyg y byddwn ni'n paratoi achos busnes yn yr wythnosau nesaf am arian pwrpasol gan Lywodraeth Cymru.

6. ARGYMHELLION

6.1. Gofynnir i'r aelodau nodi cynnwys y papur diweddar hwn.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol <i>(rhowch ✓)</i>	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
		✓		
Ansawdd, Diogelwch a Phrofiad Cleifion				
Mae tystiolaeth sylweddol yn cefnogi datblygiad dull cydweithredol a thosturiol i arweinyddiaeth ar draws y maes iechyd a sut mae'n gallu gwella ansawdd gofal, iechyd a lles ac ymgysylltiad staff.				
Goblygiadau Ariannol				
Mae'r costau ariannol wedi cael eu datblygu lle bo angen cyllid ychwanegol. Mae hyn yn cael ei brosesu ar wahan.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Dim.				
Goblygiadau Staffio				
Dim				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
Hanes Adroddiad	yr	Amh.		
Atodiadau		Dim		



Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	4.1
Teitl yr Adroddiad	Adroddiad y Cyfarwyddwr Cyllid		
Awdur yr Adroddiad	Rhiannon Beckett		
Noddwr yr Adroddiad	Eifion Williams		
Cyflwynwyd gan	Eifion Williams		
Rhyddid Gwybodaeth			
Pwrpas yr Adroddiad	Darparu Adroddiad Ariannol ar gyfer mis Chwefror 2020 i Fwrdd AaGIC.		
Materion Allweddol	Mae dyletswydd statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn, ac felly dylai'r adroddiad hwn helpu'r Bwrdd, Gweithredwyr a Deiliaid Cyllidebau i ddeall y sefyllfa ariannol bresennol a'r camau y mae angen eu cymryd i reoli'r sefyllfa ariannol yn ystod gweddill blwyddyn ariannol 2019-20.		
Cam Penodol i'w Gymryd (un ✓ yn unig)	Gwybodaeth	Trafod	Sicrhau
	✓		
Argymhellion	1. Gofynnir i fwrdd AaGIC nodi'r sefyllfa ariannol a gofnodwyd yn ystod mis un ar ddeg a'r rhesymau sy'n sail i'r prif amrywiadau i'r gyllideb.		

ADRODDIAD Y CYFARWYDDWR CYLLID

1. CYFLWYNIAD

Mae'r adroddiad yn nodi'r sefyllfa ariannol fel yr oedd ar 29ain Chwefror 2020, fel yr adroddwyd yn erbyn y cyllidebau wedi'u diweddarau o Gynllun Ariannol 2019-20 a'r dyraniad craidd a gafwyd gan Lywodraeth Cymru. Mae sefyllfa ariannol AaGIC fel mae'n sefyll ym Mis 11 yn nodi £445k o danwariant. Rydym wedi rhoi gwybod i Lywodraeth Cymru ein bod yn rhag-weld y byddwn mewn sefyllfa o gydbwysedd ariannol ar ddiwedd y flwyddyn.

2. CEFNDIR

Mae'r adroddiad hwn yn rhoi'r wybodaeth ddiweddaraf am y sefyllfa ariannol gronns ar 29ain Chwefror 2020 ac yn rhoi manylion y rhesymau dros yr amrywiadau ariannol allweddol hyd yn hyn yn erbyn y cyllidebau a bennwyd. Ers mis Awst, mae proses reolaidd ar waith sy'n golygu y cynhelir adolygiadau rheolaidd o'r nifer o fyfyrwyr sy'n cael eu recriwtio, sawl bwrsari sy'n cael ei dyrannu a chyfraddau gadael. Mae hyn wedi datgelu y bydd tanwariant yn unol â'r gyllideb gomisiynu arfaethedig a sefydlwyd ar gyfer y flwyddyn bresennol. Ar ben hynny, mae rhagor o wybodaeth fanwl wedi dod i law gan bob Prifysgol ynghylch recriwtio yn 2019/20; efallai y bydd newidiadau pellach i'w gofynion o ran cyllido myfyrwyr, sy'n deillio o nifer y myfyrwyr a dderbyniwyd ym mis Medi 2019. Mae Cynllun wedi'i sefydlu a chatau'n cael eu cymryd i sicrhau y byddwn mewn sefyllfa o gydbwysedd ariannol ar ddiwedd y flwyddyn.

3. MATERION LLYWODRAETHU A RISG

Mae dyletswydd ariannol statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn, a bydd Llywodraeth Cymru yn monitro'r sefyllfa a adroddir o ran y ddyletswydd hon, ac yn erbyn y cynllun ariannol a gyflwynwyd ar gyfer 2019-20 hefyd.

Mae'r adroddiad hwn yn rhoi dadansoddiad lefel uchel a chrynodeb o'r gwariant yn ystod un mis ar ddeg cyntaf blwyddyn ariannol 2019-20.

4. SEFYLLFA ARIANNOL

4.1 Refeniw

Mae AaGIC yn cofnodi tanwariant cronns o £445k yn erbyn cyllidebau wedi'u proffilio ar 29ain Chwefror 2020, a rhoddwyd gwybod i Lywodraeth Cymru bod disgwyl i'r gyllideb fod wedi'i mantoli. Rhoddwyd gwybod i Lywodraeth Cymru am y sefyllfa ariannol hon ar ddiwrnod gwaith 5 yn unol â Chylchlythyr Iechyd Cymru, ac roedd y ffurflen fonitro fwy manwl wedi cael ei chyflwyno ar ddiwrnod 9. Mae'r ffurflen fonitro wedi'i hatodi yn Atodiad 2. Mae'r tabl isod yn dangos amrywiant lefel uchel ar gyfer y Cyfarwyddwyr Gweithredol.



	Year to Date			Previous Month	
	Budget	Actual	Variance	Variance to Date	Movement
	£	£	£	£	£
INCOME:					
Welsh Government	(191,885,444)	(191,885,444)	0	0	0
Other Income	(550,706)	(576,395)	(25,689)	(28,319)	2,630
Total Income	(192,436,150)	(192,461,839)	(25,689)	(28,319)	2,630
Expenditure					
Board & Executive	1,555,488	1,475,738	(79,750)	(65,274)	(14,476)
Finance & Corporate Services, Digital and IT	7,275,720	7,111,672	(164,048)	(195,775)	31,727
Medical & Pharmacy	82,795,478	83,003,523	208,045	27,139	180,906
Nursing	98,856,042	98,754,640	(101,402)	22,161	(123,563)
Human Resources and Organisation Development	1,953,422	1,671,105	(282,317)	(227,275)	(55,042)
Sub-Total Expenditure	192,436,150	192,016,678	(419,472)	(439,024)	19,552
Total			(445,161)	(467,343)	22,182

Mae'r tabl canlynol yn rhoi dadansoddiad pellach o'r amrywiant ariannol gan y Gyfarwyddiaeth.

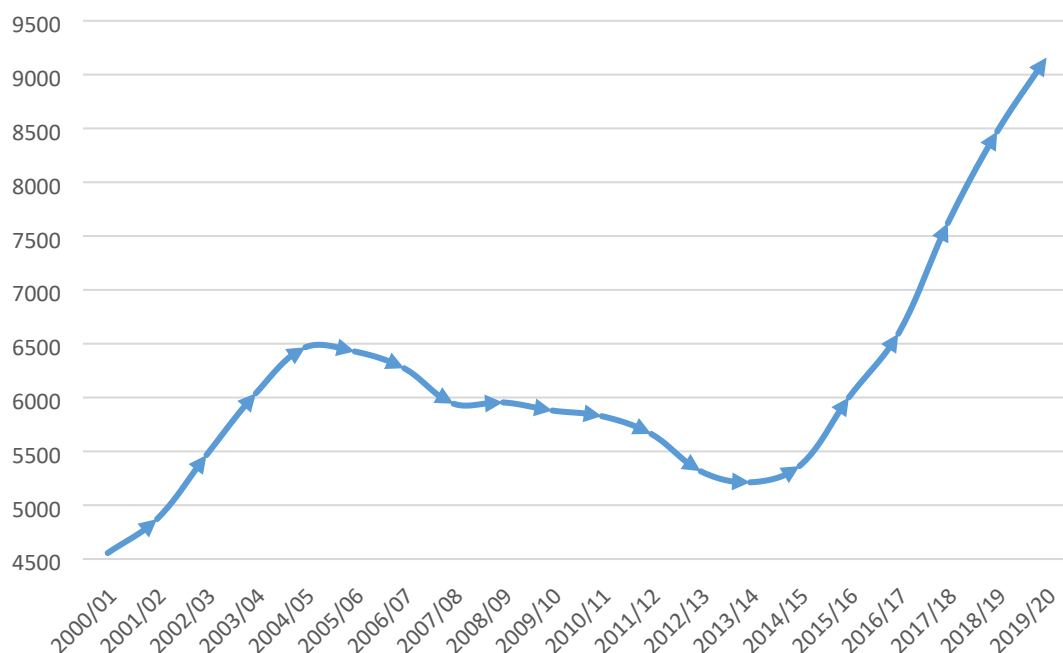
	Income	Expenditure			Total
		Pay	Non Pay	Commissioning	
Directorate	£	£	£	£	£
Board and Executive		(39,855)	(39,895)		(79,750)
Chief Executive Reserve			0		0
Finance & Corporate Services, Digital and IT	(959)	(115,894)	(48,154)		(165,007)
Medical & Pharmacy	(24,730)	(49,012)	51,519	205,538	183,315
Nursing	0	(129,239)	157,752	(129,915)	(101,402)
Human Resources and Organisation Development		(163,160)	(119,157)		(282,317)
Total	(25,689)	(497,160)	2,065	75,622	(445,161)

Mae'r dadansoddiad sydd wedi'i atodi yn Atodiad 1 yn nodi'r prif resymau am y tanwariant, gan y Gyfarwyddiaeth. Y prif resymau am yr amrywiant yn y tanwariant yw lleoedd gwag yn erbyn lefelau staffio roedd Cyllideb Cyflogau wedi'i neilltuo ar eu cyfer, a lleoliadau is na'r disgwyl mewn cyllidebau lleoliadau hyfforddi wedi'u comisiynu. Er bod tanwariant yn erbyn cyllidebau comisiynu, rhaid cofio bod 98% o'r lleoedd oedd ar gael ym mis Medi 2019 wedi cael eu llenwi. Ar gyfer rhaglenni nyrsio, bydd ail set o fyfyrwyr yn cael eu derbyn yn ystod gwanwyn 2020, a bydd lleoedd nyrsio nad oedd wedi'u llenwi ym mis Medi 2019 yn cael eu cynnig bryd hynny. Mae nifer o faterion o safbwynt comisiynu wedi dylanwadu ar y broses recriwtio:

- mae nifer y lleoedd wedi'u comisiynu wedi cynyddu'n helaeth ers 2014/15 (gweler y ffigur isod)
- mae nifer y myfyrwyr o Gymru a Lloegr sy'n gwneud cais wedi lleihau
- Cyn y cyhoeddiad gweinidogol diweddar, roedd rhywfaint o ansicrwydd ynghylch dyfodol Cynllun Bwrsari'r GIG

Fodd bynnag, dyllid nodi bod gan AaGIC nifer sylweddol fwy o fyfyrwyr yn hyfforddi yn 2019/20 nag erioed o'r blaen yn GIG Cymru. Felly, dylid ystyried mai tanwariant dros dro yw hwn ar sail y ffactorau a nodir uchod ac a drafodwyd mewn cyfarfodydd blaenorol o'r Bwrdd.

Cyfanswm y myfyrwyr mewn hyfforddiant



Mae'r gorwariant a nodwyd yn flaenorol yn y gyllideb Feddygol a Fferyllol Heb Gynnwys Cyflogau, sy'n gysylltiedig â'r cynnydd yn nifer y lleoedd hyfforddi i feddygon teulu, wedi cael ei ddiddymu drwy drosglwyddo cyllid i gyd-fynd â'r costau a ragwelir yn ystod y flwyddyn bresennol. Cafodd cyllidebau mis 8 eu hail-gysoni'n fewnol er mwyn cynyddu'r gyllideb ar gyfer hyfforddi meddygon teulu ac, yn sgil hynny, lleihau'r gorwariant a nodir yng nghyswllt cyllideb y flwyddyn honno. Mae'r gorwariant sy'n weddill yn y gyllideb Feddygol a Fferyllol Heb Gynnwys Cyflogau yn gysylltiedig â Chostau Adleoli Uwch na'r gyllideb i hyfforddeion a chostau uwch na'r disgwyl mewn gwasanaethau cymorth Proffesiynol.

Disgwylir y bydd sefyllfa ariannol gyffredinol AaGIC yn cael ei rheoli er mwyn bod mewn sefyllfa gytbwys ar ddiwedd y flwyddyn yn unol â disgwyliadau Llywodraeth Cymru. Mae cyfanswm o £1.049m o fentrau o Brifysgolion nad ydynt yn ailadrodd wedi eu derbyn, eu hystyried a'u cymeradwyo am gyllid eleni gan y tîm Gweithredol. Cafodd £0.6m o'r cyllid nad oedd ei angen eleni o ganlyniad i nifer o fyfyrwyr rhan-amser i ymestyn eu cyrsiau o 3 blynedd i 4 blynedd, ei ddychwelyd i Lywodraeth Cymru yn ystod mis 7, ac fe gafodd £0.6m arall o gyllid datblygu heb ei wario ar ddiwedd mis Hydref ei dynnu allan o'r sefyllfa ym mis 8. Bydd cyfanswm balans y tanwariant sy'n weddill yn cael ei ddychwelyd yn nes at ddiwedd y flwyddyn, yn dilyn trafodaethau gyda Chyllid Llywodraeth Cymru ym mis Ionawr 2020 cafodd addasiad pellach o £1.4m ei weithredu ym mis 10. Bydd y Weithrediaeth a'r Bwrdd yn cael eu briffio weddill y flwyddyn ynghylch y cynllun rheoli i gael cydbwysedd ar ddiwedd y flwyddyn.

4.2 Cyfalaf

Cyfanswm y dyraniad cyfalaf am 2019/20 yw £146k, mae cynlluniau wedi'u cymeradwyo gan y Tîm Gweithredol er mwyn gwneud defnydd llawn o'r dyraniad hwn.

Mae'r cynlluniau ar gamau gwahanol yn nhermau'r cylch caffael, gyda pheth gwariant wedi digwydd yn barod. Dyma'r gwariant cyfalaf a gafwyd hyd yma:

Eitem	Gwariant hyd yma £'000	Gwariant Arfaethedig y Flwyddyn Lawn £'000
Offer TG ychwanegol	36	36
Rhaglen Mwy o Gapasiti	41	41
Gwelliannau i Ddiogelwch Tân	21	21
Offer Fferyllfa	0	46
Heb Ddyrannu	0	2
CYFANSWM	98	146

Cynhaliwyd ymarfer tendro ar gyfer caffael system e-bortffolio'r fferyllfa, ond ni chafwyd unrhyw fidiau gan ddarparwyr. Mae'n debygol na chaiff y £46k ar gyfer y cynllun hwn ei wario nawr yn ystod 2019/20 a bydd trafodaethau'n cael eu cynnal gyda Llywodraeth Cymru ynghylch posibilrwydd dychwelyd y dyraniad.

4.3. Mantolen

Dyma'r fantolen fel yr oedd ar 29ain Chwefror 2020:

	2019/20 Balans Agoriadol £miloedd	29 Chwefror 2020 £miloedd	Symudiad £miloedd
Asedau Anghyfredol:			
Asedau Sefydlog	2,989	2,617	(372)
Asedau Cyfredol:			
Symiau masnach derbyniadwy a symiau derbyniadwy eraill	801	1,267	466
Arian parod a'r banc	6,240	207	(6,033)
Cyfanswm Asedau	10,030	4,091	(5,939)
Dyledion			
Dyledwyr masnach a dyledwyr eraill	(6,315)	(15,718)	(9,403)
Darpariaethau	(30)	(30)	0
Cyfanswm Dyledion	(6,345)	(15,748)	(9,403)
	3,685	(11,657)	(15,342)
Ariannwyd gan:			
Cronfa Gyffredinol	3,685	(11,657)	(15,342)
Cyfanswm y Cyllid	3,685	(11,657)	(15,342)

- Mae'r symudiad ar asedau anghyfredol yn adlewyrchu'r dibrisiant a godwyd yn ystod 2019/20 ynghyd â gwariant cyfalaf o £77k hyd yma. Cyfanswm y dyraniad cyfalaf am 2019/20 yw £146k.
- Mae'r fasnach daladwy a symiau taladwy eraill yn dod i £15.8m, sy'n gynydd o £9.4m ers dechrau'r flwyddyn ariannol. Mae'r prif resymau am y cynnydd yn cynnwys:
 - Roedd gwerth yr anfonebau a gymeradwywyd ac yn aros i gael eu talu ar y system wedi cynyddu £2.0m i £3.8m. Gwnaed taliadau gwerth cyfanswm o £2.6m ar 3 Mawrth.
 - Roedd cyfanswm croniad yr is-adran Feddygol ar gyfer y mis yn £3.0m. Mae balansau sylweddol yn cynnwys croniad ar gyfer costau meddygon teulu dan hyfforddiant ym mis Chwefror sef £1.7m ac amcangyfrif o gostau treuliau adleoli sef £0.5m.
 - Mae'r croniadau ar gyfer yr Is-adran Anfeddygol ym mis 11 yn dod i gyfanswm o £6.8m, gan gynnwys £2.3m ar gyfer GIG Cymru (ad-daliad cyflogau myfyrwyr) a £4.5m o gostau heb fod yn gysylltiedig â GIG Cymru (anfonebau prifysgolion yn bennaf, gan gynnwys ad-dalu bwrsariaethau, costau teithio ayb.).

Yn ystod mis 12 byddwn yn gweithio gyda'n partneriaid a'n cyflenwyr i gytuno ar y sefyllfaoedd anfonebu diwedd blwyddyn, ac felly rydym yn rhagweld y bydd sefyllfa'r credydwr yn lleihau ar 31 Mawrth 2020.

- Cafodd £22.0m o gyllid adnoddau ei ddyrannu gan Lywodraeth Cymru ym mis Chwefror 2020, ac roedd y balans arian cyffredinol yn £0.2m ar ddiwedd y mis.
- Mae symudiad arian cyffredinol yn adlewyrchu'r gwahaniaeth rhwng y costau a ysgwyddwyd ac a dalwyd yn ystod un mis ar ddeg cyntaf y flwyddyn ariannol (£191.2m) a'r cyllid gwirioneddol y mae ei angen ac a gafwyd gan Lywodraeth Cymru (£176.0m) heb gynnwys y tanwariant a gofnodwyd (£0.4m). Mater sy'n ymwneud â newid yn raddol yw hwn ac nid yw'n effeithio ar gyfanswm gwerth y dyraniad refeniw ar gyfer adnoddau sydd ar gael am y flwyddyn. Gan y byddwn wedi tynnu ein dyraniad llawn i lawr erbyn diwedd y flwyddyn, bydd balans y gronfa gyffredinol yn dychwelyd i sefyllfa gadarnhaol.

Polisi Taliadau'r Sector Cyhoeddus

Disgwylir i holl gyrff y GIG fodloni Polisi Taliadau'r Sector Cyhoeddus, sy'n ei gwneud yn ofynnol bod sefydliadau'r GIG yn talu 95% o'r holl anfonebau cyn pen 30 diwrnod ac mae'n seiliedig ar sefyllfa gronnus. Ar gyfer y cyfnod rhwng 1^{af} Ebrill a 29^{ain} Chwefror 2020, talodd AaGIC 95.2% o'i anfonebau heb fod yn gysylltiedig â'r GIG o fewn y targed hwn.

Targed	Uned	Mis Presennol	Blwydd yn i'r Dyddiad	Rhagolwg Diwedd y Flwyddyn
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Polisi Taliadau'r Sector Cyhoeddus Talu o leiaf 95% o'r holl gredydwy'r heb fod yn rhai'r GIG cyn pen 30 diwrnod i dderbyn y nwyddau/anfoneb	%	97.2	95.2	>95%
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5. ARGYMHELLIAD

Gofynnir i'r Bwrdd nodi sefyllfa ariannol AaGIC yn ystod mis 11, ynghyd ag esboniad cryno o'r amrywiadau allweddol gan y Gyfarwyddiaeth.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (<i>rhoch ✓</i>)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Does dim goblygiadau o ran Ansawdd, Diogelwch a Phrofiad Cleifion				
Goblygiadau Ariannol				
Mae'r goblygiadau ariannol wedi'u nodi uchod yng nghorff yr adroddiad.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Mae dyletswydd statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn, ac mae'r adroddiad yn nodi ei sefyllfa ariannol ar gyfer mis Chwefror 2020. Does dim goblygiadau cysylltiedig â chydaddoldeb nac amrywiaeth yn codi o'r papur hwn.				
Goblygiadau Staffio				
Does dim goblygiadau staffio yn codi o'r papur hwn.				

Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)	
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Mae'r adroddiad yn disgrifio'n gryno sut mae AaGIC yn ceisio mabwysiadu dull cynaliadwy o reoli cyllid a fydd yn galluogi AaGIC i gyflawni ei amcanion tymor hir.	
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Hanes yr Adroddiad	Mae'r adroddiad yn cyfeirio at y diweddariad cyllid blaenorol a rannwyd â bwrdd AaGIC ym mis Chwefror 2020, ac yn diweddarau hwnnw.
Atodiadau	

REPORT OF THE DIRECTOR OF FINANCE

The following analysis of the key reasons for the underspend, by Directorate, is provided below:

1. Board and Executives

- An underspend of £39,855 on pay is as a result of less than full time salary costs for the current interim Director of Finance. The Welsh Language admin officer previously filled by agency cover has now been appointed to on a full time basis and the Information Governance officer appointed at 0.4 wte has reduced further to 0.2 wte against a full-time budget.
- An underspend on Non-Pay of £39,895 is due to lower than budgeted travel and subsistence costs and training expenses and the release of accruals for legal fees following resolution through NWSSP legal and risk. We have also been notified that WAO audit fees will be lower than expected by £10k.

2. Finance, Corporate Services, Digital and IT.

- The underspend of £115,894 on pay budgets is predominantly as a result of vacancies within the Digital team. The underspend is partly offset by the costs of two agency staff pending review of the structure. There are also agency staff covering vacancies within the Planning team creating an adverse variance due to the premium associated with agency fees. There is also an adverse pay variance within the Finance team as a result of agency premium costs covering vacant posts within the Finance team.
- There is a reported favourable variance of £48,154 in Non-Pay. One off costs incurred in respect of lift repairs, privacy glass wraps for meeting rooms and ongoing repairs associated with water damage have been offset by ongoing savings on utilities. The budget for NWIS was reduced in month 10 by £269k as part of the recent return to WG of £1,400k, reducing the underspend to date. It is increasingly apparent and has been highlighted by NWIS that some elements of the planned work programme will not be delivered in this financial year and for some areas of work the estimated costs are lower than originally budgeted and therefore the budget has been adjusted accordingly.

3. Medical and Pharmacy

- There is a favourable variance against the Other Income target in the Medical budgets of £24,730. This underspend is predominantly as a result of £58k in respect of additional invoiced income from WG for the piloting of Advanced Skills for Managing Acute Minor Ailments scheme

for pharmacists which is offset by underachievement against income targets in secondary care and GP training.

- The underspend against Pay budgets of £49k is due to a number of factors including maternity leave and vacancies since April 19. There are currently a number of posts within administration and clerical grades across a number of business units including QIST, PGES, Specialty training, dental and RSU. In GP training, there are a significant number of vacancies for GP appraisers which results in a £62k underspend and at Medical and Dental consultant level there is an underspend of £31k due to the secondment of the Director of General Practice with the backfill resulting in a vacancy at deputy Director level. The vacancies identified are partially offset by agency costs of £160k.
- The overspend of £52k against Non-Pay budgets consists of a number of elements. An adverse variance of £220k relates to higher trainee relocation fees as reported in previous months. Additional pressures identified in previous months are continuing in respect of spend on supernumerary posts and professional support costs. Ongoing cost pressures in travel and subsistence and catering are offset by favourable variances in respect of budgets for GP CPD claims. GP trainer grant claims are also lower than anticipated due to a lower number of Foundation Doctors in GP rotations; evaluation work planned will not be undertaken and student salary re-imbursement claims are lower than anticipated for SAS Doctors CPD and for payments to lay representatives.
- Within Commissioning budgets, there is a £205k overspend in total. The commissioning budgets were reduced in month 10 by £340k as part of the return to WG of £1,400 which reduced the underspend to date. The overspend reported at month 11 is within GP training and is due to the increased numbers recruited from August and February and the new model implemented, when it was agreed that no funding would be drawn down in this year for the initiative.

4. Nursing

- The underspend on Pay of £129,239 relates predominantly to the ongoing delay in appointment to senior posts. It is unlikely that any salary costs will be incurred before year end for the posts due to recruitment process and likely notice period.
- Non-Pay budgets are mainly provided for commissioning expenditure on education and training contracts, student salary and bursary costs along with disability payments, training, travel and subsistence and expenses. In total, an underspend of £129,915 is reported in month 11 for Commissioning budgets for the following reasons:
- The Commissioning budget is based on the existing student cohort in the system and the anticipated commissioned student numbers for 19/20. The budget is profiled across the academic year with a step up in August to reflect the numbers continuing into years 2 and 3 and

recruitment to year 1. The reported January position includes updated numbers across each year. The commissioning budgets were further reduced in month 10 by £342k as part of the return to WG of £1,400k, reducing the underspend to date. The underlying position before the adjustment followed the underspend pattern previously reported.

- Other non-pay budgets related to travel and subsistence and other expenses of the Nursing team are of minimal value. However also included in the position is the consultancy and other costs of the strategic review of education contracts, expected to total c£200k. Although a non-recurrent funding stream had been agreed with WG for this work, due to the extended project timescales and emerging in year position it was agreed that HEIW would fund the costs this year, thereby ensuring that WG support is available for 2020/21 and 2021/22. There is therefore an overspend of £157,752 reported to date on non-pay budgets.

5. Human Resources and Organisation Development

- The underspend of £163,160 on Pay budgets at February is due to vacancies across the core budgets within the Directorate which is partly offset by the costs of three agency staff.
- A Non-Pay favourable variance of £119,157 is predominantly due to the decision not to go ahead with i-view, savings on SQL server of £24k, an underspend on training expenses of £15k, an underspend on advertising and staff recruitment of £47k and on conferences and seminars of £11k. Savings against a contract with social care Wales for work on the workforce strategy has created a further £16k underspend in month 11. The budgets were reduced in month 10 by £85k as part of the return to WG of £1,400k, reducing the underspend to date. The underlying position before the adjustment followed the underspend pattern previously reported.

VALIDATION SUMMARY 2019-20

Your organisation is showing as :	HEIW
Period is showing :	FEB 20
TABLE A : MOVEMENT	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE A1 : UNDERLYING POSITION	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE B : MONTHLY POSITIONS	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE B1 : NET EXPENDITURE PROFILES	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE B2 : PAY & AGENCY/LOCUM	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE C, C1 & C2 : SAVINGS SCHEMES	HEIW IS CURRENTLY SHOWING 1 ERRORS FOR THIS TABLE
TABLE C3 : SAVINGS TRACKER	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE E : RESOURCE LIMITS	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE F: RISKS	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE G : STATEMENT OF FINANCIAL POSITION	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE H : MONTHLY CASHFLOW	HEIW IS CURRENTLY SHOWING 1 ERRORS FOR THIS TABLE
TABLE J : CAPITAL RESOURCE LIMIT	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE K: CAPITAL IN YEAR SCHEMES	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE L : CAPITAL DISPOSALS	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE N : GENERAL MEDICAL SERVICES	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TABLE O : GENERAL DENTAL SERVICES	HEIW IS CURRENTLY SHOWING 0 ERRORS FOR THIS TABLE
TOTAL ERRORS FOR YOUR FEB 20 RETURN IS	2 ERRORS ON 2 DIFFERENT TABLE/S

Summary Of Main Financial Performance

Revenue Performance

		Actual YTD £'000	Annual Forecast £'000
1	Under / (Over) Performance against Resource Limit	445	0

Table A - Movement of Opening Financial Plan to Forecast Outturn

This Table is currently showing 0 errors

Line 11 should reflect the corresponding amounts included within the latest IMTP submission to WG

Lines 1 - 11 should not be adjusted after Month 1

		In Year Effect	Non Recurring	Recurring	FYE of Recurring
		£'000	£'000	£'000	£'000
1	Underlying Position b/fwd from Previous Year - as per 3 year plan (Surplus - Positive Value / Deficit - Negative Value)	0	0	0	0
2	New Cost Pressures - as per 3 year plan (Negative Value)				
3	Opening Cost Pressures	0	0	0	0
4	Identified Savings Plan (Positive Value)	0	0	0	0
5	Savings / Mitigating Actions Yet To Be Identified (Positive Value)				
6	Welsh Government Funding (Positive Value)				
7	Net Income Generated (Positive Value)	0	0	0	0
8	Planned Accountancy Gains (Positive Value)	0	0	0	0
9	Release of Uncommitted Contingencies & Reserves (Positive Value)				
10					
11	Opening Financial Plan	0	0	0	0
12	Cost Pressures b/fwd from Previous Year - unidentified within 3 year plan (Negative Value)				
13	Opening Plan Savings - Forecast (Underachievement) / Overachievement	0	0	0	0
14	Additional In Year Identified Savings - Forecast (Positive Value)	0	0	0	0
15	Additional In Year Identified Accountancy Gains (Positive Value)	0	0	0	0
16	Additional Net Income Generated (Positive Value)	0	0	0	0
17	Non Identification of Savings / Mitigating Actions Yet To Be Identified in Opening Plan	0	0	0	0
18	Release of Previously Committed Contingencies & Reserves (Positive Value)	0			
19	Additional In Year Welsh Government Funding (Positive Value)	0			
20		0			
21		0			
22		0			
23		0			
24		0			
25		0			
26		0			
27		0			
28		0			
29		0			
30		0			
31		0			
32		0			
33		0			
34		0			
35		0			
36		0			
37		0			
38	Forecast Outturn (- Deficit / + Surplus)	0	0	0	0

[illegible]

Table A1 - Underlying Position

This Table is currently showing 0 errors

Section A - Traditional Analysis		IMTP Underlying Position b/f £'000	Future IMTP Underlying Position c/f £'000
1	Previous Year's Outturn / Current Year's Forecast Outturn		0
2	Non Recurring Savings (Negative Value)		0
3	Non Recurring Mitigating Actions (Negative Value)		
4	Non Recurring RRL Income - Allocated (Negative Value)		
5	Non Recurring RRL Income - Anticipated (Negative Value)		
6	Non Recurring Other Income/Disposals (Negative Value)		
7	Non Recurring Accountancy Gains (Negative Value)		0
8	Non Recurring Cost Avoidance - Outside of Savings Plan (Negative Value)		
9	Full Year Effect of Recurring Savings Adjustment (Full Year less In Year) (Positive Value)		0
10	Full Year Effect of New Cost Pressures Adjustment (Full Year less In Year) (Negative Value)		
11	Other Non Recurring Factors (Negative Value) - please specify in narrative		
12	Other Non Recurring Factors (Positive Value) - please specify in narrative		
13	Total	0	0

Section B - By Spend Area		IMTP Underlying Position b/f £'000	Full Year Effect of Actions		Subtotal £'000	New, Recurring, Full Year Effect of Unmitigated Pressures (-ve) £'000	IMTP Underlying Position c/f £'000
1	Pay - Administrative, Clerical & Board Members				0		0
2	Pay - Medical & Dental				0		0
3	Pay - Nursing & Midwifery Registered				0		0
4	Pay - Prof Scientific & Technical				0		0
5	Pay - Additional Clinical Services				0		0
6	Pay - Allied Health Professionals				0		0
7	Pay - Healthcare Scientists				0		0
8	Pay - Estates & Ancillary				0		0
9	Pay - Students				0		0
10	Non Pay - Supplies and services - clinical				0		0
11	Non Pay - Supplies and services - general				0		0
12	Non Pay - Consultancy Services				0		0
13	Non Pay - Establishment				0		0
14	Non Pay - Transport				0		0
15	Non Pay - Premises				0		0
16	Non Pay - External Contractors				0		0
17	Health Care Provided by other Orgs – Welsh LHBs				0		0
18	Health Care Provided by other Orgs – Welsh Trusts				0		0
19	Health Care Provided by other Orgs – WHSSC				0		0
20	Health Care Provided by other Orgs – English				0		0
21	Health Care Provided by other Orgs – Private / Other				0		0
22	Total	0	0	0	0	0	0

Section C - By Directorate		IMTP Underlying Position b/f £'000	Full Year Effect of Actions		Subtotal £'000	New, Recurring, Full Year Effect of Unmitigated Pressures (-ve) £'000	IMTP Underlying Position c/f £'000
1	Primary Care				0		0
2	Mental Health				0		0
3	Continuing HealthCare				0		0
4	Commissioned Services				0		0
5	Scheduled Care				0		0
6	Unscheduled Care				0		0
7	Children & Women's				0		0
8	Community Services				0		0
9	Specialised Services				0		0
10	Executive / Corporate Areas				0		0
11	Support Services (inc. Estates & Facilities)				0		0
12	Total	0	0	0	0	0	0

HEIW

Table B - Monthly Positions

Period : Feb 20

This Table is currently showing 0 errors

A. Monthly Summarised Statement of Comprehensive Net Expenditure			1	2	3	4	5	6	7	8	9	10	11	12	Total YTD	Forecast year-end position
			Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
1	Revenue Resource Limit	Actual/F'cast	16,450	16,598	17,241	17,068	16,881	18,126	17,834	17,720	17,668	17,939	18,260	20,322	191,785	212,107
2	Miscellaneous Income - Capital Donation/Government Grant Income	Actual/F'cast													0	0
3	Miscellaneous Income - Other (including non resource limited income)	Actual/F'cast	61	42	86	67	18	52	144	38	61	57	51	31	677	708
4	Income Total		16,511	16,640	17,327	17,135	16,899	18,178	17,978	17,758	17,729	17,996	18,311	20,353	192,462	212,815
5	Primary Care Contractor (excluding drugs, including non resource limited expenditure)	Actual/F'cast													0	0
6	Primary Care - Drugs & Appliances	Actual/F'cast													0	0
7	Provided Services - Pay	Actual/F'cast	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	1,234	12,774	14,008
8	Provider Services - Non Pay (excluding drugs & depreciation)	Actual/F'cast	1,096	1,266	1,087	1,162	901	1,219	1,242	936	817	879	1,293	1,300	11,898	13,198
9	Secondary Care - Drugs	Actual/F'cast													0	0
10	Healthcare Services Provided by Other NHS Bodies	Actual/F'cast													0	0
11	Non Healthcare Services Provided by Other NHS Bodies	Actual/F'cast													0	0
12	Continuing Care and Funded Nursing Care	Actual/F'cast													0	0
13	Other Private & Voluntary Sector	Actual/F'cast	14,321	14,225	14,992	14,745	14,577	15,137	15,252	15,518	15,826	16,542	15,761	18,223	166,896	185,119
14	Joint Financing and Other	Actual/F'cast													0	0
15	DEL Depreciation/Accelerated Depreciation/Impairments	Actual/F'cast	40	41	40	40	40	40	40	40	40	43	45	41	449	490
16	AME Donated Depreciation/Impairments	Actual/F'cast													0	0
17	Non Allocated Contingency	Actual/F'cast													0	0
18	Profit/Loss Disposal of Assets	Actual/F'cast													0	0
19	Cost - Total	Actual/F'cast	16,491	16,622	17,310	17,089	16,565	17,615	17,741	17,696	17,853	18,703	18,333	20,798	192,017	212,815
20	Net surplus/ (deficit)	Actual/F'cast	20	18	17	46	334	563	237	63	(124)	(707)	(22)	(445)	445	0

B. Assessment of Financial Forecast Positions

Year-to-date (YTD)	£'000	
21. Actual YTD surplus/ (deficit)	445	
22. Actual YTD surplus/ (deficit) last month	467	
23. Current month actual surplus/ (deficit)	(22)	
		Trend
24. Average monthly surplus/ (deficit) YTD	40	▼
25. YTD /remaining months	445	

Full-year surplus/ (deficit) scenarios	£'000
26. Extrapolated Scenario	423
27. Year to Date Trend Scenario	485

C. DEL/AME Depreciation & Impairments

[illegible]

D. Accountancy Gains

[illegible]

E. Committed Reserves & Contingencies

[illegible]

Table B1 - Net Expenditure Profile Analysis

This Table is currently showing 0 errors

A. PROVIDER PAY EXPENDITURE ANALYSIS

Pay - Expenditure Profiles	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast year-end position
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
1 Total Gross Pay Expenditure - Plan	1,068	1,078	1,242	1,206	1,219	1,219	1,231	1,239	1,208	1,295	1,267	1,266	13,272	14,538
2 Establishment - Actual/Forecast Gross	1,021	1,050	1,108	1,092	1,032	1,135	1,144	1,141	1,126	1,177	1,193	1,174	12,219	13,393
3 Variable - Actual/Forecast Gross													0	0
4 Agency/Locum Paid at a Premium - Actual/Forecast Gross	13	40	83	50	15	84	63	60	44	62	41	60	555	615
5 Committed Reserves - Actual/Forecast Gross													0	0
6 Other - Actual/Forecast Gross													0	0
7 Total Gross Expenditure - Actual/Forecast	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	1,234	12,774	14,008
8 Gross Expenditure Variance	(34)	12	(51)	(64)	(172)	0	(24)	(38)	(38)	(56)	(33)	(32)	(498)	(530)
9 Total Workforce Savings - Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10 Establishment Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11 Variable Pay Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12 Agency/Locum Paid at a Premium Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Workforce Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14 Total Workforce Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15 Pay Savings Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16 Pay Accountancy Gains - Plan													0	0
17 Pay Accountancy Gains - Actual/Forecast													0	0
18 Pay Accountancy Gains Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19 Net Expenditure - Plan	1,068	1,078	1,242	1,206	1,219	1,219	1,231	1,239	1,208	1,295	1,267	1,266	13,272	14,538
20 Net Expenditure - Actual/Forecast (as per Table B)	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	1,234	12,774	14,008
21 Net Expenditure - Variance	(34)	12	(51)	(64)	(172)	0	(24)	(38)	(38)	(56)	(33)	(32)	(498)	(530)

B. NON PAY (excluding drugs & depreciation) EXPENDITURE ANALYSIS

Non Pay - Expenditure Profiles	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast year-end position
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
22 Total Gross Non Pay Expenditure - Plan	1,086	1,107	1,138	1,191	1,119	1,189	925	954	1,246	732	1,293	1,293	11,980	13,273
23 Non Pay - Actual/Forecast Gross	1,096	1,266	1,087	1,162	901	1,219	1,242	936	817	879	1,293	1,300	11,898	13,198
24 Non Pay Other - Actual/Forecast Gross													0	0
25 Committed Reserves - Actual/Forecast Gross													0	0
26 Total Expenditure - Actual/Forecast	1,096	1,266	1,087	1,162	901	1,219	1,242	936	817	879	1,293	1,300	11,898	13,198
27 Non Pay Expenditure Variance	10	159	(51)	(29)	(218)	30	317	(18)	(429)	147	0	7	(82)	(75)
28 Total Non Pay Savings - Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
29 Non Pay Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
30 Non Pay Savings Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31 Non Pay Accountancy Gains - Plan													0	0
32 Non Pay Accountancy Gains - Actual/Forecast													0	0
33 Non Pay Accountancy Gains Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
34 Net Expenditure - Plan	1,086	1,107	1,138	1,191	1,119	1,189	925	954	1,246	732	1,293	1,293	11,980	13,273
35 Net Expenditure - Actual/Forecast (as per Table B)	1,096	1,266	1,087	1,162	901	1,219	1,242	936	817	879	1,293	1,300	11,898	13,198
36 Net Expenditure - Variance	10	159	(51)	(29)	(218)	30	317	(18)	(429)	147	0	7	(82)	(75)

C. DRUGS EXPENDITURE ANALYSIS

[illegible]

D. PRIMARY CARE CONTRACTOR (excl drugs, incl Non Resource Limited) EXPENDITURE ANALYSIS

[illegible]

E. CONTINUING HEALTHCARE/ FUNDED NURSING CARE EXPENDITURE ANALYSIS

Continuing Healthcare / Funded Nursing Care - Expenditure Profiles	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	year-end position £'000
67 Total Continuing Healthcare / Funded Nursing Care Gross Expenditure - Plan													0	0
68 Continuing Healthcare / Funded Nursing Care - Actual/Forecast Gross													0	0
69 Committed Reserves - Actual/Forecast Gross													0	0
70 Total Gross Continuing Healthcare / Funded Nursing Care Expenditure - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
71 Gross Continuing Healthcare / Funded Nursing Care Expenditure Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
72 Total Continuing Healthcare / Funded Nursing Care Savings - Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
73 Continuing Healthcare / Funded Nursing Care Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
74 Continuing Healthcare / Funded Nursing Care Savings Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
75 Continuing Healthcare / Funded Nursing Care Accountancy Gains - Plan													0	0
76 Continuing Healthcare / Funded Nursing Care Accountancy Gains - Actual/Forecast													0	0
77 Continuing Healthcare / Funded Nursing Care Accountancy Gains Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
78 Net Expenditure - Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
79 Net Expenditure - Actual/Forecast (as per Table B)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
80 Net Expenditure - Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0

F. COMMISSIONED SERVICES (Health Care & Non HealthCare) EXPENDITURE ANALYSIS

Commissioned Services - Expenditure Profiles	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	year-end position £'000
81 Total Gross Commissioned Services Expenditure - Plan	14,318	14,308	14,982	14,675	14,757	16,292	14,998	15,565	15,235	15,926	15,706	17,753	166,761	184,514
82 HealthCare Services Provided by Other NHS Bodies - Actual/Forecast Gross													0	0
83 Non HealthCare Services Provided by Other NHS Bodies - Actual/Forecast Gross													0	0
84 Other Private & Voluntary - Actual/Forecast Gross	14,321	14,225	14,992	14,745	14,577	15,137	15,252	15,518	15,826	16,542	15,761	18,223	166,896	185,119
85 Joint Financing & Other - Actual/Forecast Gross													0	0
86 Committed Reserves - Actual/Forecast Gross													0	0
87 Total Gross Expenditure - Actual/Forecast	14,321	14,225	14,992	14,745	14,577	15,137	15,252	15,518	15,826	16,542	15,761	18,223	166,896	185,119
88 Gross Expenditure Variance	3	(83)	10	70	(180)	(1,155)	254	(47)	591	616	55	470	135	605
89 Total Commissioned Services - Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0
90 Commissioned Services Savings - Actual/Forecast	0	0	0	0	0	0	0	0	0	0	0	0	0	0
91 Commissioned Services Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
92 Commissioned Services Accountancy Gains - Plan													0	0
93 Commissioned Services Accountancy Gains - Actual/Forecast													0	0
94 Commissioned Services Accountancy Gains Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
95 Net Expenditure - Plan	14,318	14,308	14,982	14,675	14,757	16,292	14,998	15,565	15,235	15,926	15,706	17,753	166,761	184,514
96 Net Expenditure - Actual/Forecast (as per Table B)	14,321	14,225	14,992	14,745	14,577	15,137	15,252	15,518	15,826	16,542	15,761	18,223	166,896	185,119
97 Net Expenditure - Variance	3	(83)	10	70	(180)	(1,155)	254	(47)	591	616	55	470	135	605

This Table is currently showing 0 errors

Table B2 - Pay Expenditure Analysis

A - Pay Expenditure

	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast
REF	TYPE	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	year-end position £'000
1	Administrative, Clerical & Board Members	598	605	710	698	617	714	712	718	691	733	736	7,532	8,268
2	Medical & Dental	362	403	388	355	366	433	407	391	392	380	414	4,291	4,705
3	Nursing & Midwifery Registered	6	10	11	11	(11)	0	0	0	0	0	0	27	27
4	Prof Scientific & Technical	55	59	67	65	62	62	72	78	75	113	71	779	850
5	Additional Clinical Services	13	13	15	13	13	10	16	14	12	13	13	145	158
6	Allied Health Professionals												0	0
7	Healthcare Scientists												0	0
8	Estates & Ancillary												0	0
9	Students												0	0
10	TOTAL PAY EXPENDITURE	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	12,774	14,008

Analysis of Pay Expenditure

11	LHB Provided Services - Pay	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	12,774	14,008
12	Other Services (incl. Primary Care) - Pay												0	0
13	Total - Pay	1,034	1,090	1,191	1,142	1,047	1,219	1,207	1,201	1,170	1,239	1,234	12,774	14,008
		0	0	0	0	0	0	0	0	0	0	0		

B - Agency / Locum (premium) Expenditure
- Analysed by Type of Staff

	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast
REF	TYPE	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	year-end position £'000
1	Administrative, Clerical & Board Members	13	40	83	50	15	84	63	60	44	62	41	555	615
2	Medical & Dental												0	0
3	Nursing & Midwifery Registered												0	0
4	Prof Scientific & Technical												0	0
5	Additional Clinical Services												0	0
6	Allied Health Professionals												0	0
7	Healthcare Scientists												0	0
8	Estates & Ancillary												0	0
9	Students												0	0
10	TOTAL AGENCY/LOCUM (PREMIUM) EXPENDITURE	13	40	83	50	15	84	63	60	44	62	41	555	615
11	Agency/Locum (premium) % of pay	1.3%	3.7%	7.0%	4.4%	1.4%	6.9%	5.2%	5.0%	3.8%	5.0%	3.3%	4.3%	4.4%
		0	0	0	0	0	0	0	0	0	0	0		

C - Agency / Locum (premium) Expenditure
- Analysed by Reason for Using Agency/Locum (premium)

	1	2	3	4	5	6	7	8	9	10	11	12		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total YTD	Forecast
REF	REASON	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	year-end position £'000
1	Vacancy	13	40	83	50	15	84	63	60	44	62	41	555	615
2	Maternity/Paternity/Adoption Leave												0	0
3	Special Leave (Paid) – inc. compassionate leave, interview												0	0
4	Special Leave (Unpaid)												0	0
5	Study Leave/Examinations												0	0
6	Additional Activity (Winter Pressures/Site Pressures)												0	0
7	Annual Leave												0	0
8	Sickness												0	0
9	Restricted Duties												0	0
10	Jury Service												0	0
11	WLI												0	0
12	Exclusion (Suspension)												0	0
13	TOTAL AGENCY/LOCUM (PREMIUM) EXPENDITURE	13	40	83	50	15	84	63	60	44	62	41	555	615

Period : Feb 20

Table C - Identified Expenditure Savings Schemes (Excludes Income Generation and Accountancy Gains)

This Table is currently showing 1 errors

Some errors will be resolved when complete rows have data or associated tables are completed

[illegible]

Table C1- Savings Schemes Pay Analysis

			Month	1	2	3	4	5	6	7	8	9	10	11	12	Total YTD	Full-year forecast	YTD as %age of FY	Assessment		Full In-Year forecast		Full-Year Effect of Recurring Savings £'000	
				Apr £'000	May £'000	Jun £'000	Jul £'000	Aug £'000	Sep £'000	Oct £'000	Nov £'000	Dec £'000	Jan £'000	Feb £'000	Mar £'000			YTD variance as %age of YTD Budget/Plan						
																		Green £'000	Amber £'000	non recurring £'000	recurring £'000			
1	Changes in Staffing Establishment	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0				
2		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
3		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
4	Variable Pay	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
5		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
6		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
7	Locum	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
8		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
9		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
10	Agency / Locum paid at a premium	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
11		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
12		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
13	Changes in Bank Staff	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
14		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
15		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
16	Other (Please Specify)	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
17		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
18		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
19	Total	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			
20		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0
21		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0			

Table C2- Savings Schemes Agency/Locum Paid at a Premium Analysis

			Month												Total YTD	Full-year forecast	YTD as %age of FY YTD variance as %age of YTD Budget/Plan	Assessment		Full In-Year forecast		Full-Year Effect of Recurring Savings £'000
			1	2	3	4	5	6	7	8	9	10	11	12				Green £'000	Amber £'000	non recurring £'000	recurring £'000	
			Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar								
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000								
1	Reduced usage of	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	Agency/Locums paid at a premium	Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
4	Non Medical 'off contract' to 'on contract'	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5		Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7	Medical - Impact of	Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
8	Agency pay rate caps	Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
9		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
10		Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11	Other (Please Specify)	Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
13		Budget/Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
14	Total	Actual/F'cast	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15		Variance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

This Table is currently showing 0 errors

Table C3 - Savings Tracker

Summary of Forecast Savings (£000's)	Cash-Releasing Saving (Pay)	Cash-Releasing Saving (Non Pay)	Cost Avoidance	Savings Total	Income Generation	Accountancy Gains
Planned Care	0	0	0	0	0	0
Unscheduled Care	0	0	0	0	0	0
Primary and Community Care (Excl Prescribing)	0	0	0	0	0	0
Mental Health	0	0	0	0	0	0
Clinical Support	0	0	0	0	0	0
Non Clinical Support (Facilities/Estates/Corporate)	0	0	0	0	0	0
Commissioning	0	0	0	0	0	0
Across Service Areas	0	0	0	0	0	0
CHC	0	0	0	0	0	0
Prescribing	0	0	0	0	0	0
Medicines Management (Secondary Care)	0	0	0	0	0	0
Total	0	0	0	0	0	0

Table E - Resource Limits

1. BASE ALLOCATION

	STATUS OF ISSUED RESOURCE LIMIT ITEMS				Total Revenue Resource Limit £'000	Recurring (R) or Non Recurring (NR)	Total Revenue Drawing Limit £'000	Total Capital Resource Limit £'000	Total Capital Drawing Limit £'000	WG Contact and Date Item First Entered Into Table
	HCHS £'000	Pharmacy £'000	Dental £'000	GMS £'000						
1 LATEST ALLOCATION LETTER/SCHEDULE REF:	13									
2 Total Confirmed Funding	213,547				213,547		213,057	146	146	

2. ANTICIPATED ALLOCATIONS

3					0					
4 Potential reduction in allocation requirement	(1,440)				(1,440)		(1,440)			Month 11
5					0					
6					0					
7					0					
8					0					
9					0					
10					0					
11					0					
12					0					
13					0					
14					0					
15					0					
16					0					
17					0					
18					0					
19					0					
20					0					
21					0					
22					0					
23					0					
24					0					
25					0					
26					0					
27					0					
28					0					
29					0					
30					0					
31					0					
32					0					
33					0					
34					0					
35					0					
36					0					
37					0					
38					0					
39					0					
40					0					
41					0					
42					0					
43					0					
44					0					
45					0					
46					0					
47					0					
48					0					
49					0					
50					0					
51					0					
52					0					
53					0					
54					0					
55					0					
56 Total Anticipated Funding	(1,440)	0	0	0	(1,440)		(1,440)	0	0	

3. TOTAL RESOURCES & BUDGET RECONCILIATION

57 Confirmed Resources Per 1. above	213,547	0	0	0	213,547		213,057	146	146	
58 Anticipated Resources Per 2. above	(1,440)	0	0	0	(1,440)		(1,440)	0	0	
59 Total Resources	212,107	0	0	0	212,107		211,617	146	146	

HEIW

Period : Feb 20

Table D - Income/Expenditure Assumptions

Annual Forecast

	LHB/Trust	Contracted Income £'000	Non Contracted Income £'000	Total Income £'000
1	Swansea Bay University	0	0	0
2	Aneurin Bevan University	0	0	0
3	Betsi Cadwaladr University	0	0	0
4	Cardiff & Vale University	0	0	0
5	Cwm Taf Morgannwg University	0	0	0
6	Hywel Dda University	0	0	0
7	Powys	0	0	0
8	Public Health Wales	0	0	0
9	Velindre	0	0	0
10	Wales Ambulance Services	0	0	0
11	WHSSC	0	0	0
12	EASC	0	0	0
13	HEIW	0	0	0
14	Total	0	0	0

Contracted Expenditure £'000	Non Contracted Expenditure £'000	Total Expenditure £'000
0	11,671	11,671
0	9,188	9,188
0	14,288	14,288
0	18,593	18,593
0	11,277	11,277
0	6,779	6,779
0	520	520
0	1,154	1,154
0	22,147	22,147
0	725	725
0	0	0
0	0	0
0	0	0
0	96,342	96,342

This Table is currently showing 0 errors

Table F - Overview Of Key Risks / Opportunities Affecting Forecast Outturn

		FORECAST YEAR END			
		Worst Case £'000	Likelihood	Best Case £'000	Likelihood
	Current Reported Forecast Outturn	0		0	
	Risks (negative values)				
1	Non delivery of Saving Plans/CIPs				
2	Continuing Healthcare				
3	Prescribing				
4	Pharmacy Contract				
5	WHSSC Performance				
6	Other Contract Performance				
7	GMS Ring Fenced Allocation Underspend Potential Claw back				
8	Dental Ring Fenced Allocation Underspend Potential Claw back				
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
	Opportunities (positive values)				
23					
24					
25					
26					
27					
28					
29					
30	Total Risks /Opportunities	0		0	
31	Total Amended Forecast	0		0	

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Period : Feb 20

This table needs completing from Month 3 onwards

This Table is currently showing 0 errors

Table G - Statement of Financial Position For Monthly Period

	Opening Balance Beginning of Apr 19 £'000	Closing Balance End of Feb 20 £'000	Forecast Closing Balance End of Mar 20 £'000
Non-Current Assets			
1 Property, plant and equipment	2,989	2,617	2,645
2 Intangible assets	0		0
3 Trade and other receivables	0		0
4 Other financial assets	0		0
5 Non-Current Assets sub total	2,989	2,617	2,645
Current Assets			
6 Inventories	0		0
7 Trade and other receivables	801	1,267	801
8 Other financial assets	0		0
9 Cash and cash equivalents	6,240	207	4,100
10 Non-current assets classified as held for sale	0		0
11 Current Assets sub total	7,041	1,474	4,901
12 TOTAL ASSETS	10,030	4,091	7,546
Current Liabilities			
13 Trade and other payables	6,121	15,524	4,103
14 Other financial liabilities			
15 Provisions	30	30	0
16 Current Liabilities sub total	6,151	15,554	4,103
17 NET ASSETS LESS CURRENT LIABILITIES	3,879	(11,463)	3,443
Non-Current Liabilities			
18 Trade and other payables	194	194	171
19 Other financial liabilities			
20 Provisions			
21 Non-Current Liabilities sub total	194	194	171
22 TOTAL ASSETS EMPLOYED	3,685	(11,657)	3,272
FINANCED BY: Taxpayers' Equity			
23 General Fund	3,685	(11,657)	3,272
24 Revaluation Reserve			
25 Total Taxpayers' Equity	3,685	(11,657)	3,272

	Opening Balance Beginning of Apr 19	Closing Balance End of Feb 20	Closing Balance End of Mar 20
EXPLANATION OF ALL PROVISIONS			
26 Anticipated Legal Costs	30	30	0
27			
28			
29			
30			
31			
32			
33			
34			
35 Total Provisions	30	30	0

ANALYSIS OF WELSH NHS RECEIVABLES (current month)

36 Welsh NHS Receivables Aged 0 - 10 weeks
37 Welsh NHS Receivables Aged 11 - 16 weeks
38 Welsh NHS Receivables Aged 17 weeks and over

£'000
23
0
0

ANALYSIS OF TRADE & OTHER PAYABLES (opening, current & closing)

	£'000	£'000	£'000
39 Capital	0	0	0
40 Revenue	6,315	15,718	4,274

HEIW

Period : Feb 20

This Table is currently showing 1 errors

Table H - Monthly Cashflow Forecast

		April £'000	May £'000	June £'000	July £'000	Aug £'000	Sept £'000	Oct £'000	Nov £'000	Dec £'000	Jan £'000	Feb £'000	Mar £,000	Total £,000
	RECEIPTS													
1	WG Revenue Funding - Cash Limit (excluding NCL)	17,300	14,000	14,500	14,000	8,500	15,500	17,500	16,500	17,000	19,200	22,000	35,617	211,617
2	WG Revenue Funding - Non Cash Limited (NCL)													0
3	WG Revenue Funding - Other (e.g. invoices)	3		100										103
4	WG Capital Funding - Cash Limit												77	77
5	Sale of Assets													0
6	Income from other Welsh NHS Organisations				28		54	18	46	34	2	1	5	188
7	Other - (Specify in narrative)	210	35	64	42	614	270	70	35	59	85	101	35	1,620
8	TOTAL RECEIPTS	17,513	14,035	14,664	14,070	9,114	15,824	17,588	16,581	17,093	19,287	22,102	35,734	213,605
	PAYMENTS													
9	Primary Care Services : General Medical Services													0
10	Primary Care Services : Pharmacy Services													0
11	Primary Care Services : Prescribed Drugs & Appliances													0
12	Primary Care Services : General Dental Services													0
13	Non Cash Limited Payments													0
14	Salaries and Wages	838	1,085	1,136	1,223	1,052	1,112	1,208	1,132	1,201	1,412	1,114	1,564	14,077
15	Non Pay Expenditure	12,288	13,537	13,515	15,670	15,011	14,292	15,547	16,851	15,848	17,888	20,845	30,277	201,569
16	Capital Payment									18	59	22		99
17	Other items (Specify in narrative)													0
18	TOTAL PAYMENTS	13,126	14,622	14,651	16,893	16,063	15,404	16,755	17,983	17,067	19,359	21,981	31,841	215,745
19	Net cash inflow/outflow	4,387	(587)	13	(2,823)	(6,949)	420	833	(1,402)	26	(72)	121	3,893	
20	Balance b/f	6,240	10,627	10,040	10,053	7,230	281	701	1,534	132	158	86	207	
21	Balance c/f	10,627	10,040	10,053	7,230	281	701	1,534	132	158	86	207	4,100	

Table I - PSPP

This table needs completing on a quarterly basis

NOTE: Data to 1 decimal place

30 DAY COMPLIANCE		YEAR TO DATE			FORECAST YEAR END		
PROMPT PAYMENT OF INVOICE PERFORMANCE		Target %	Actual %	Variance %	Target %	Forecast %	Variance %
1	% of NHS Invoices Paid Within 30 Days - By Value	95.0%	94.3%	-0.7%	95.0%	95.0%	0.0%
2	% of NHS Invoices Paid Within 30 Days - By Number	95.0%	86.7%	-8.3%	95.0%	88.0%	-7.0%
3	% of Non NHS Invoices Paid Within 30 Days - By Value	95.0%	99.5%	4.5%	95.0%	99.0%	4.0%
4	% of Non NHS Invoices Paid Within 30 Days - By Number	95.0%	95.1%	0.1%	95.0%	95.0%	0.0%

10 DAY COMPLIANCE		YEAR TO DATE			FORECAST YEAR END		
PROMPT PAYMENT OF INVOICE PERFORMANCE			Actual %			Forecast %	
5	% of NHS Invoices Paid Within 10 Days - By Value		52.0%			52.0%	
6	% of NHS Invoices Paid Within 10 Days - By Number		35.7%			35.0%	
7	% of Non NHS Invoices Paid Within 10 Days - By Value		70.8%			70.0%	
8	% of Non NHS Invoices Paid Within 10 Days - By Number		38.9%			40.0%	

This Table is currently showing 0 errors

Table J - 2019/20 Capital Resource Limit Management

£'000 146
 Approved CRL issued at : 4/11/19

Ref:	Performance against CRL	Year To Date			Forecast		
		Plan £'000	Actual £'000	Variance £'000	Plan £'000	F'cast £'000	Variance £'000
	<i>Gross expenditure (accrued, to include capitalised finance leases)</i>						
	All Wales Capital Programme:						
	Schemes:						
1	Pharmacy Equipment	0	0	0	46	46	0
2				0			0
3				0			0
4				0			0
5				0			0
6				0			0
7				0			0
8				0			0
9				0			0
10				0			0
11				0			0
12				0			0
13				0			0
14				0			0
15				0			0
16				0			0
17				0			0
18				0			0
19				0			0
20				0			0
21				0			0
22				0			0
23				0			0
24				0			0
25				0			0
26				0			0
27				0			0
28				0			0
29				0			0
30				0			0
31				0			0
32				0			0
33				0			0
34				0			0
35				0			0
36				0			0
37				0			0
38				0			0
39				0			0
40				0			0
41				0			0
42	Sub Total	0	0	0	46	46	0
	Discretionary:						
43	I.T.	37	37	0	37	37	0
44	Equipment			0			0
45	Statutory Compliance			0			0
46	Estates	62	62	0	62	62	0
47	Other			0			0
48	Sub Total	99	99	0	99	99	0

Ref:	Performance against CRL	Year To Date			Forecast		
		Plan £'000	Actual £'000	Variance £'000	Plan £'000	F'cast £'000	Variance £'000
	Other Schemes:						
49				0			0
50				0			0
51				0			0
52				0			0
53				0			0
54				0			0
55				0			0
56				0			0
57				0			0
58				0			0
59				0			0
60				0			0
61				0			0
62				0			0
63				0			0
64				0			0
65				0			0
66				0			0
67				0			0
68				0			0
69	Sub Total	0	0	0	0	0	0
70	Total Expenditure	99	99	0	145	145	0
	Less:						
	Capital grants:						
71				0			0
72				0			0
73				0			0
74				0			0
75				0			0
76	Sub Total	0	0	0	0	0	0
	Donations:						
77				0			0
78	Sub Total	0	0	0	0	0	0
	Asset Disposals:						
79				0			0
80				0			0
81				0			0
82				0			0
83				0			0
84				0			0
85				0			0
86				0			0
87				0			0
88				0			0
89				0			0
90	Sub Total	0	0	0	0	0	0
91	Technical Adjustments			0			0
92	CHARGE AGAINST CRL	99	99	0	145	145	0
93	PERFORMANCE AGAINST CRL (Under)/Over		(47)			(1)	

This Table is currently showing 0 errors:

Table K - In Year Capital Scheme Profiles

Ref:	All Wales Capital Programme: Schemes:	Project Manager	2019-20 Forecast		Capital Expenditure Monthly Profile												Total £'000	Risk Level
			Min. £'000	Max. £'000	April £'000	May £'000	Jun £'000	Jul £'000	Aug £'000	Sep £'000	Oct £'000	Nov £'000	Dec £'000	Jan £'000	Feb £'000	Mar £'000		
1	Pharmacy Equipment	Margaret Allen	46	46												46	46	High
2																	0	
3																	0	
4																	0	
5																	0	
6																	0	
7																	0	
8																	0	
9																	0	
10																	0	
11																	0	
12																	0	
13																	0	
14																	0	
15																	0	
16																	0	
17																	0	
18																	0	
19																	0	
20																	0	
21																	0	
22																	0	
23																	0	
24																	0	
25																	0	
26																	0	
27																	0	
28																	0	
29																	0	
30																	0	
31																	0	
32																	0	
33																	0	
34	Sub Total		46	46	0	0	0	0	0	0	0	0	0	0	0	0	46	46
Discretionary:																		
35	Additional Computer Requirements	Jim Colhoun	38	38									18	19			37	Low
36	Estates Work	David Price	21	21											21		21	Low
37	Increased Capacity Project	David Price	41	41										41			41	Low
38																	0	
39																	0	
40	Sub Total		100	100	0	0	0	0	0	0	0	0	18	60	21	0	99	
Other Schemes:																		
41																	0	
42																	0	
43																	0	
44																	0	
45																	0	
46																	0	
47																	0	
48																	0	
49																	0	
50																	0	
51																	0	
52																	0	
53																	0	
54																	0	
55																	0	
56																	0	
57																	0	
58																	0	
59																	0	
60																	0	
61	Sub Total		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
62	Total Capital Expenditure		146	146	0	0	0	0	0	0	0	0	18	60	21	46	145	

Table L - Capital Disposals

This Table is currently showing 0 errors

A: In Year Disposal of Assets

	Description	Date of Ministerial Approval to Dispose (Land & Buildings only)	Date of Ministerial Approval to Retain Proceeds > £0.5m	Date of Disposal	NBV	Sales Receipts	Cost of Disposals	Gain/ (Loss)	Comments
		MM/YY (text format, e.g. Apr 2019)	MM/YY (text format, e.g. Apr 2019)	MM/YY (text format, e.g. Feb 2020)	£'000	£'000	£'000	£'000	
1								0	
2								0	
3								0	
4								0	
5								0	
6								0	
7								0	
8								0	
9								0	
10								0	
11								0	
12								0	
13								0	
14								0	
15								0	
16								0	
17								0	
18								0	
19								0	
Total for in-year					0	0	0	0	

B: Future Years Disposal of Assets

	Description	Date of Ministerial Approval to Dispose (Land & Buildings only)	Date of Ministerial Approval to Retain Proceeds > £0.5m	Date of Disposal	NBV	Sales Receipts	Cost of Disposals	Gain/ (Loss)	Comments
		MM/YY (text format, e.g. Apr 2020)	MM/YY (text format, e.g. Apr 2020)	MM/YY (text format, e.g. Feb 2021)	£'000	£'000	£'000	£'000	
20								0	
21								0	
22								0	
23								0	
24								0	
25								0	
26								0	
27								0	
28								0	
29								0	
30								0	
31								0	
32								0	
33								0	
34								0	
35								0	
36								0	
37								0	
38								0	
Total for future years					0	0	0	0	

[illegible]

Invoices paid since the end of the month		
Total outstanding as per MR submission date	0.00	0.00

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Period : Feb 20

Table N - General Medical Services
Table to be completed from Q1

This Table is currently showing 0 errors

Operating Expenditure - ring fenced GMS budget

SUMMARY OF GENERAL MEDICAL SERVICES FINANCIAL POSITION		WG Allocation £000's	Current Plan £000's	Forecast Outturn £000's	Variance £000's	Year to Date £000's
	LINE NO.					
Global Sum	1					
MPIG Correction Factor	2					
Total Global Sum and MPIG	3				0	0
Quality Aspiration Payments	4					
Quality Achievement Payments	5					
Total Quality	6				0	0
Direct Enhanced Services (To equal data in Section A (i) Line 29)	7				0	
National Enhanced Services (To equal data in Section A (ii) Line 42)	8				0	
Local Enhanced Services (To equal data in Section A (iii) Line 95)	9				0	
Total Enhanced Services (To equal data in section A line 96)	10		0	0	0	0
LHB Administered (To equal data in Section B Line 114)	11				0	
Premises (To equal data in section C Line 150)	12				0	
IM & T	13				0	
Out of Hours (including OOHDF)	14				0	
Dispensing (To equal data in Line 166)	15				0	
Total	16	0	0	0	0	0
SUPPLEMENTARY INFORMATION						
Directed Enhanced Services Section A (i)	LINE NO.	£000's	£000's	£000's	£000's	£000's
Learning Disabilities	17				0	
Childhood Immunisation Scheme	18				0	
Mental Health	19				0	
Influenza & Pneumococcal Immunisations Scheme	20				0	
Services for Violent Patients	21				0	
Minor Surgery Fees	22				0	
MENU of Agreed DES						
Asylum Seekers & Refugees	23				0	
Care of Diabetes	24				0	
Care Homes	25				0	
Extended Surgery Opening	26				0	
Homeless	27				0	
Oral Anticoagulation with Warfarin	28					
TOTAL Directed Enhanced Services (must equal line 7)	29		0	0	0	0
National Enhanced Services A (ii)	LINE NO.	£000's	£000's	£000's	£000's	£000's
INR Monitoring	30				0	
Shared care drug monitoring (Near Patient Testing)	31				0	
Drug Misuse	32				0	
IUCD	33				0	
Alcohol misuse	34				0	
Depression	35				0	
MS	36				0	
Sexual health	37				0	
Minor injury services	38				0	
First response services	39				0	
Services to the homeless	40				0	
Intra partum care	41				0	
TOTAL National Enhanced Services (must equal line 8)	42		0	0	0	0
Local Enhanced Services A (iii)	LINE NO.	£000's	£000's	£000's	£000's	£000's
ADHD	43				0	
Asylum Seekers & Refugees	44				0	
Cardiology	45				0	
Care Homes	46				0	
Care of Diabetes	47				0	
Chiropody	48				0	
Counselling	49				0	
Depo - Provera (including Implanon & Nexplanon)	50				0	
Dermatology	51				0	
Dietetics	52				0	
Drugs Misuse	53				0	
Extended Minor Surgery	54				0	
Zoladex (inc Gonaderlins)	55				0	
Homeless	56				0	
HPV Vaccinations	57				0	
Immunisations (inc Pertussis excluding DES - Childhood Imm & Influenza & Pneumococcal Immr	58				0	
Learning Disabilities	59				0	
Lithium / INR Monitoring	60				0	
Local Development Schemes	61				0	
Mental Health	62				0	
Methadone	63				0	
Minor Injuries	64				0	
MMR	65				0	
Multiple Sclerosis	66				0	
Muscular Skeletal	67				0	
Nursing Homes	68				0	
Orthopaedic (Upper Limb GPwSi/Clinical Assessments)	69				0	
Osteopathy	70				0	
Phlebotomy	71				0	
Physiotherapy (inc MT3)	72				0	

Referral Management	73				0	
Respiratory (inc COPD)	74				0	
Sexual Health Services	75				0	
Shared Care	76				0	
Smoking Cessation	77				0	
Student Patient Registration	78				0	
Substance Misuse	79				0	
Suturing	80				0	
Swine Flu	81				0	
Transport/Ambulance costs	82				0	
Vasectomy	83				0	
Weight Loss Clinic (inc Exercise Referral)	84				0	
Wound Care	85				0	
	86				0	
	87				0	
	88				0	
	89				0	
	90				0	
	91				0	
	92				0	
	93				0	
	94				0	
TOTAL Local Enhanced Services (must equal line 9)	95		0	0	0	0

TOTAL Enhanced Services (must equal line 10)	96		0	0	0	0
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GENERAL MEDICAL SERVICES
Operating Expenditure

		WG Allocation £000's	Current Plan £000's	Forecast Outturn £000's	Variance £000's	Year to Date £000's
LHB Administered	Section B	LINE NO.				
Seniority		97				
Doctors Retainer Scheme Payments		98				
Locum Allowances consists of adoptive, paternity & maternity		99				
Locum Allowances : Cover for Sick Leave		100				
Locum Allowances : Cover For Suspended Doctors		101				
Prolonged Study Leave		102				
Recruitment and Retention (including Golden Hello)		103				
Appraisal - Appraiser Costs		104				
Primary Care Development Scheme		105				
Designated Area Allowance		106				
Initial Practice Allowance		107				
Assistant's Allowance		108				
Associate Allowance		109				
Supply of syringes & needles		110				
Pneumococcal Campaign		111				
Pneumococcal Catch-up		112				
Other (please provide detail below, this should reconcile to line 135)		113				
TOTAL LHB Administered (must equal line 11)		114			0	0

	LINE NO.	£000's	£000's	£000's	£000's	£000's
Analysis of Other Payments (line 113)						
Additional Managed Practice costs (costs in excess of Global Sum/MPIG)	115					
CRB checks	116					
GP Ambulance bookings	117					
GP Locum payments	118					
GP Locums Employers Superannuation	119					
LHB Locality group costs	120					
Managing Practice costs (LHB employed staff working in GP practices to improve GP services)	121					
Primary Care Initiatives	122					
Salaried GP costs	123					
Stationery & Distribution	124					
Training	125					
Translation fees	126					
	127					
	128					
	129					
	130					
	131					
	132					
	133					
	134					
TOTAL of Other Payments (must equal line 113)	135					0

	LINE NO.	£000's	£000's	£000's	£000's	£000's
Premises						
Notional Rents	136					
Actual Rents: Health Centres	137					
Actual Rents: Others	138					
Cost Rent	139					
Clinical Waste	140					
Borrowing Costs	141					
Rates, Water, sewerage etc	142					
Health Centre Charges	143					
Improvement Grants	144					
N/Contract Premises Items	145					
District Valuers Fees	146					
Maintenance Allowance	147					
Legal Fees	148					
All other Premises (please detail below which should reconcile to line 158)	149					
TOTAL Premises (must equal line 12)	150				0	0

Analysis of Other Premises (Line 149)	LINE NO.	£000's	£000's	£000's	£000's	£000's
	151					
	152					
	153					
	154					
	155					
	156					
	157					
TOTAL of Other Premises (must equal line 149)	158					0

Memorandum item

Enhanced Services included above but in dispute with LMC (TOTAL)	159					
Enhanced Services included above but not yet formally agreed LMC	160					

GENERAL MEDICAL SERVICES
Dispensing

		WG Allocation £000's	Current Plan £000's	Forecast Outturn £000's	Variance £000's	Year to Date £000's
Dispensing Data	LINE NO.					
Cost of Drugs and Appliances, after discounts and plus container allowance (and plus VAT where applicable)						
Dispensing Doctors	161					
Prescribing Medical Practitioners - Personal Administration	162					
Dispensing Service Quality Payment	163					
Professional Fees and on-cost						
Dispensing Doctors	164					
Prescribing Medical Practitioners - Personal Administration	165					
TOTAL DISPENSING DATA (must equal line 15)	166				0	0

Where WG allocation and Current plan differ this section must be completed		Allocation	Plan
Movements between Allocation and Current Plan	167		
Difference		0	
	168		
	169		
	170		
	171		
	172		
	173		
	174		
	175		
	176		
	177		
	178		
	179		
	180		
	181		
	182		
	183		
	184		

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Period : Feb 20

Table O - General Dental Services

This Table is currently showing 0 errors

Table to be completed from Q1

Operating Expenditure from the revenue allocation for the dental contract

SUMMARY OF DENTAL SERVICES FINANCIAL POSITION		WG Allocation	Current Plan	Forecast Outturn	Variance	Year to Date
Expenditure / activities included in a GDS contract and / or PDS agreement	LINE NO.	£000's	£000's	£000's	£000's	£000's
Gross Contract Value - Personal Dental Services	1				0	
Gross Contract Value - General Dental Services	2				0	
Emergency Dental Services (inc Out of Hours)	3				0	
Additional Access	4				0	
Business Rates	5				0	
Domiciliary Services	6				0	
Maternity/Sickness etc.	7				0	
Sedation services including GA	8				0	
Seniority payments	9				0	
Employer's Superannuation	10				0	
Oral surgery	11				0	
OTHER (PLEASE DETAIL BELOW)	12				0	
TOTAL DENTAL SERVICES EXPENDITURE	13		0	0	0	0
OTHER (PLEASE DETAIL BELOW) - Activities / expenditure <u>not</u> included in a GDS contract and / or PDS agreement. This includes payments made under other arrangements e.g. GA under an SLA and DZS, plus other or one off payments such as dental nurse training	LINE NO.		£000's	£000's	£000's	£000's
Emergency Dental Services (inc Out of Hours)	14					
Additional Access	15					
Domiciliary Services	16					
Sedation services including GA	17					
Continuing professional development	18					
Occupational Health / Hepatitis B	19					
Refund of patient charges	20					
Design to Smile	21					
Other Community Dental Services	22					
Gwent Am Byth-oral health in care homes	23					
Dental Foundation Training/Vocational Training	24					
DBS/CRB checks	25					
Health Board staff costs associated with the delivery / monitoring of the dental contract	26					
Oral Surgery	27					
Orthodontics	28					
Special care dentistry e.g. WHC/2015/002	29					
Oral Health Promotion/Education	30					
	31					
	32					
	33					
	34					
	35					
	36					
	37					
	38					
	39					
	40					
	41					
	42					
TOTAL OTHER (must equal line 12)	43			0		0
RECEIPTS						
TOTAL DENTAL SERVICES INCOME (Enter as a negative value)	44					0



Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	4.1.2
Teitl yr Adroddiad	Adroddiad ar Ddyraniad Refeniw 2020/21		
Awdur yr Adroddiad	Rhiannon Beckett		
Noddwr yr Adroddiad	Eifion Williams		
Cyflwynwyd gan	Eifion Williams		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Rhoi'r wybodaeth ddiweddaraf i Fwrdd AaGIC am y Dyraniad Refeniw ar gyfer 2020/21.		
Materion Allweddol	Mae dyletswydd statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn a dylai'r adroddiad hwn helpu'r Bwrdd a'r Gweithredwyr i ddeall y dyraniad refeniw craidd ar gyfer 2020/21 a chysoni'r dyraniad â'r Cynllun Ariannol 5 mlynedd a gyflwynwyd yn y Cynllun Tymor Canolig Integredig.		
Cam Penodol i'w Gymryd (un ✓ yn unig)	Gwybodaeth	Trafod	Sicrhau
	✓		
Argymhellion	1. Bod Bwrdd AaGIC yn nodi'r dyraniad refeniw disgwylidig ar gyfer 2020/21 ac yn esbonio'r amrywiad rhwng y dyraniad a Chynllun Ariannol y Cynllun Tymor Canolig Integredig.		

ADRODDIAD AR DDYRANIAD REFENIW 2020/21

1. CYFLWYNIAD

Mae'r adroddiad yn rhoi'r wybodaeth ddiweddaraf am y Dyraniad Refeniw disgwylidig ar gyfer 2020-21 gan Lywodraeth Cymru ac yn cysoni'r dyraniad disgwylidig â gofyniad cyllideb 2020-21, a gyflwynwyd fel rhan o'r Cynllun Ariannol yn y Cynllun Tymor Canolig Integredig ar gyfer 2020-21 i 2022-23.

2. CEFNDIR

Ers cyflwyno'r Cynllun Tymor Canolig Integredig ar gyfer 2020-21 i 2022-23 ddiwedd mis Ionawr 2020, a oedd yn cynnwys y Cynllun Ariannol Pum Mlynedd, mae cyfres o gyfarfodydd wedi cael eu cynnal gyda chydweithwyr Cyllid yn Llywodraeth Cymru i sefydlu sylfaen refeniw craidd sy'n ailadrodd ar gyfer blwyddyn ariannol 2020/2021. Mae'r adroddiad yn rhoi manylion y Dyraniad Refeniw drafft ar gyfer 2020/2021 a rannwyd gan Lywodraeth Cymru, yn ogystal â'r gwaith cysoni manwl sydd wedi cael ei wneud rhwng drafft y dyraniad craidd disgwylidig a Chynllun Ariannol y Cynllun Tymor Canolig Integredig.

3. MATERION LLYWODRAETHU A RISG

Mae dyletswydd ariannol statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn, a bydd Llywodraeth Cymru yn monitro'r sefyllfa a adroddir o ran y ddyletswydd hon, ac yn erbyn y cynllun ariannol a gyflwynwyd ar gyfer 2020-21 i 2022-23 hefyd.

4. DYRANIAD DRAFFT

4.1 Dyraniad Refeniw

Roedd y Cynllun Ariannol yn pennu mai £253.669m oedd y gofyniad ar gyfer 2020-21 ac mai £244.228m yw'r Dyraniad Cyllid Craidd Drafft sydd wedi cael ei rannu â Llywodraeth Cymru ar gyfer 2020-21, fel y nodir yn Nhabl 1 isod. Mae gwaith manwl wedi cael ei wneud i gysoni'r ddau werth ariannol er mwyn sicrhau bod AaGIC yn gallu gweithredu yn unol â'r dyraniad ariannol yn ystod y flwyddyn sydd i ddod.

Table 1: Draft Revenue Allocation 2020-21	
Title	Funding
	£'m
Full Year Baseline (Initial Allocation from 2019-20)	214.621
Flying Start Programme (Health Visitors) (Non-Recurrent Support - NMET)	-0.800
Training Grade Salary Inflationary Uplift 19-20 (1%)	0.502
GP Registrar Inflationary Uplift 19-20 (1%)	0.153
Pre-Registration Pharmacy Community Trainees	1.000
Revised Baseline as per 2020-21 WG Draft budget	215.476
Additional Transfers needed in 2020-21	
Non Medical Education Commissioning (Quantum @ £124.526m)	11.639
Training Grade Salary (inc Study Leave)	1.642
All Wales Nurse Staffing Programme (Recurrent items)	0.189
Clinical Director Post (Cardiff School of Pharmacy)	0.045
Dental Foundation Trainee Part Year Transfer (65 Trainees*) - Sept 20	4.589
Pre-Registration Pharmacy Part Year Transfer (New Model August 2020)	3.292
Relocation Expenses Legacy Shortfall (Budget to £1.1m)	0.241
GP Registrar (Recurrent Impact of 2019 cohort plus 2020 Cohort to 160)	5.405
HEE (MDRS, Oriel & SJT)	0.267
Work Experience GP Programme (Widening Access)	0.059
Pharmacy Programme (Widening Access)	0.034
Sub total	242.878
Inflationary Uplift for Prices 2020-21 (1 %)	0.170
Full Year Effect of Pay Award for 2020-21 (A4C / Cardiff University / ESP) & 2020-21 (DDRB 1%)	1.180
Revised Core funding allocation for 2020-21	244.228
** - £0.078m allocated to NWSSP to support SLE on DFT & Pre-Reg Pharm Arrangements	

Mae'r gwahaniaeth rhwng y gofyniad yn y Cynllun Tymor Canolig Integredig a drafft Llywodraeth Cymru o'r dyraniad refeniw disgwylidig yn £9.441m, ac mae hynny o ganlyniad i'r elfennau canlynol:

1. I ddechrau, nododd Llywodraeth Cymru mai £8.9m oedd y gyllideb ar gyfer 74 o lefydd Hyfforddiant Deintyddol Sylfaenol, a dylai'r ffigur hwnnw fod wedi'i gynnwys yn y Cynllun Tymor Canolig Integredig. Yn dilyn ystyriaeth bellach gan AaGIC a Llywodraeth Cymru, nodwyd y byddai'r cyllid sylfaen yn ariannu 65 lle hyfforddi a fydd yn cychwyn ym mis Medi 2020. Mae hyn yn golygu bod y dyraniad wedi cael ei leihau a'i ddosrannu ar gyfer 2020-21, a'r ffigur diwygiedig sydd wedi'i gyfrifo yw £4.589m.
2. Roedd y cynnydd yn y gyllideb Cyflogau Gradd Hyfforddi, a oedd wedi'i gynnwys yn y Cynllun Tymor Canolig Integredig, yn cynrychioli 100% o gost y cyflogau cysylltiedig â'r lefydd hyfforddiant arbenigol a'r 12 o lefydd F1 ychwanegol y cytunwyd arnynt. Fodd bynnag, bydd y dyraniad craidd ar gyfer AaGIC yn 2020-21 yn 50% o gost y cyflogau, gyda gweddill y dyraniad yn cael ei ddarparu i Fyrddau Iechyd yn uniongyrchol. Roedd cyllideb y Cynllun Tymor Canolig Integredig ar gyfer TGS yn £53.441m a bydd y dyraniad craidd diwygiedig yn £52.358m.
3. Roedd cynllun ariannol y Cynllun Tymor Canolig Integredig yn rhagweld cynnydd yn nifer y Meddygon Teulu dan hyfforddiant — o 180 yn 2019-20 i 200 yn 2020-21. Mae Llywodraeth Cymru wedi nodi, er bydd yn gwneud darpariaeth ar gyfer y lefel hon o recriwtio yn ei chyllidebau, bydd y dyraniad cychwynnol a gaiff AaGIC yn seiliedig ar 180 yn 2019-20 a 160 yn 2020-21. Mae'r newid mewn niferoedd wedi lleihau'r dyraniad cyllid o'r £21.9m sydd

wedi'i gynnwys yn y Cynllun Tymor Canolig Integredig i £20.9 yn y dyraniad craidd.

4. Hefyd, bydd cyllid nad yw'n ailadrodd nac yn arian parod y mae Llywodraeth Cymru wedi cytuno arno mewn egwyddor yn dod i law ar gyfer yr eitemau penodol a restrir isod. Mae enghreifftiau'n cynnwys dibrisiant a'r £600k o gyllid datblygu a ailddarparwyd o 2019-20.

Table 2 Non Recurrent Funding-agreed in principle.

Non Recurrent Funding-In Year		£'000
1 Nurse Staffing Act		180
2 WCLF QIST (Pharmacy)		84.6
3 Commitment awards		50
4 WIMAT year 2		101
6 Development Funding		600
7 Depreciation		520
8 GP Expansion over recruitment	tba	
9 Dental Single lead employer costs	NWSSP	
10 Strategic Review of Education provision (ongoing costs)		240
Total		1,776

5. Bydd angen trafod £504k pellach â Llywodraeth Cymru yn ystod y flwyddyn, gan gynnwys llefydd a mentrau y cytunwyd arnynt yn AaGIC.

Table 3 Anticipated Funding for further in year discussion.

Anticipated Funding		£'000
1 Leadership and Succession posts		77
2 SAS Post		111
3 Single Lead Employer Foundation		260
4 Senior software Developer		56
Total		504

6. Cafodd gwerth adleoli treuliau ar gyfer Meddygon dan hyfforddiant ei gynnwys yn ffigur y Cynllun Tymor Canolig Integredig fel rhan o'r rhagolwg o gostau alldro a bennwyd ym mis 6 yn 2019-20. Yn ystod misoedd canlynol y flwyddyn, mae'r gwariant a gofnodwyd wedi lleihau'n sylweddol, felly cytunwyd i ddarparu lefel is o gyllid ychwanegol ar gyfer y dyraniad craidd o £188k.
7. Mae'r elfen derfynol yn ymwneud ag achosion busnes a sefydlu newidiadau cytunwyd arnynt yn ôl yr angen er mwyn i'r tîm Gweithredol darparu gwaith craidd AaGIC, ond nid ydynt yn benodol i unrhyw achos busnes neu fenter benodol. Mae'r rhain yn dod i gyfanswm o £483k a dylai'r cyllid ar eu cyfer ddod o'r adnodd ariannu datblygiad sydd ar gael i AaGIC.

Table 4 Reconciliation of IMTP to Draft Core Allocation	
	£'000
IMTP Finance Plan Requirement for 2020/21	253,699
Draft Core Allocation WG	244,229
Difference	9,470
Dental Foundation Training	4,311
Training Grade Salary	1,116
GP Expansion	1,106
Relocation Expenses	188
Non Recurrent Funding agreed in principle	1,776
Anticipated Funding	504
Establishment changes/ Business Cases	438
Other inflation changes	31
Balance	-

Felly, daethpwyd i'r casgliad bod y dyraniad disgwylidig y byddwn yn rhoi gwybod i AaGIC amdano ar gyfer blwyddyn ariannol 2020/21 yn bodloni ein gofynion o ran y Cynllun Tymor Canolig Integredig, gyda'r sylwadau ychwanegol a nodir uchod.

5. ARGYMHELLIAD

Gofynnir i'r Bwrdd roi gwybod i AaGIC beth yw'r Dyraniad Craidd disgwylidig ar gyfer 2020/21 a rhoi gwybod am y gwaith o gysoni â'r gofynion a nodir yng Nghynllun Ariannol Pum Mlynedd y Cynllun Tymor Canolig Integredig ar gyfer blwyddyn ariannol 2020/21.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Does dim goblygiadau o ran Ansawdd, Diogelwch a Phrofiad Cleifion				

Goblygiadau Ariannol	
Mae'r goblygiadau ariannol wedi'u nodi uchod yng nghorff yr adroddiad.	
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)	
Mae dyletswydd statudol ar AaGIC i fantoli'r gyllideb ar ddiwedd y flwyddyn, ac mae'r adroddiad yn nodi'r Dyraniad Craidd ar gyfer 2020-21. Does dim goblygiadau cysylltiedig â chydraddoldeb nac amrywiaeth yn codi o'r papur hwn.	
Goblygiadau Staffio	
Does dim goblygiadau staffio yn codi o'r papur hwn.	
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)	
Mae'r adroddiad yn disgrifio'n gryno sut mae AaGIC yn ceisio mabwysiadu dull cynaliadwy o reoli cyllid a fydd yn galluogi AaGIC i gyflawni ei amcanion tymor hir.	
Hanes yr Adroddiad	Mae'r adroddiad yn cyfeirio at y diweddariad cyllid blaenorol a rannwyd â bwrdd AaGIC ym mis Ebrill 2019, ac yn diweddarau hwnnw.
Atodiadau	

Dyddiad y Cyfarfod	26 Mawrth 2020	Eitem ar yr Agenda	4.2
Teitl yr Adroddiad	Adroddiad Perfformiad Integredig AaGIC		
Awdur yr Adroddiad	Chris Payne		
Noddwr yr Adroddiad	Julie Rogers		
Cyflwynwyd gan	Julie Rogers		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Rhoi'r wybodaeth ddiweddaraf i'r Bwrdd am berfformiad yn seiliedig ar y Fframwaith Perfformiad Integredig y cytunwyd arno.		
Materion allweddol	Yn gyffredinol, bu cynnydd da parhaus yn ystod y cyfnod diwethaf wrth i ni fynd tuag at ddiwedd blwyddyn y gyllideb, yn enwedig o ran cyflawni prosiectau a rhaglenni allweddol o dan ein 7 Amcan Strategol Cynllun Blynnyddol. Mae hyn yn cynnwys cwblhau a chyflwyno ar gyfer cymeradwyo Strategaeth y Gweithlu ar gyfer lechyd a Gofal Cymdeithasol. O ran addysg a hyfforddiant, mae cyfraddau llenwi yn ddigyfnewid i raddau helaeth, ac maent yn parhau'n gadarnhaol ar draws nifer o grwpiau proffesiynol. Maes allweddol ar gyfer gwelliant parhaus yw'r cynnydd a wneir gan AaGIC mewn perthynas â PADR's a chydymffurfiaeth statudol a gorfodol. Mae'r fframwaith ei hun yn parhau i esblygu. Mae angen adolygu effeithlonrwydd ac effeithiolrwydd mewn perthynas â chasglu a dilysu data yn unol â gofynion perfformiad, amserlenni adrodd a sut i adlewyrchu perfformiad AaGIC yn y ffordd fwyaf priodol. Wrth symud ymlaen, bydd yn bwysig sicrhau bod y gallu a'r arbenigedd iawn ar gael er mwyn parhau i fireinio'r fframwaith perfformiad a'r trefniadau adrodd ar berfformiad. Mae'r rhagolygon ar gyfer cyflawni yn erbyn cerrig milltir yn gadarnhaol ar y cyfan, ond mae lledaeniad firws Covid-19 yn dechrau cael effaith ar ddarpariaeth ar draws rhai ardaloedd, ac nid yw hyd a lled hyn yn hysbys eto. Dros y cyfnod ar gyfer yr adroddiad nesaf ym mis Mai, bydd gwaith datblygu pellach yn cael ei wneud yn ogystal â gweithredu argymhellion asesiad strwythurol ac archwiliad mewnol Swyddfa Archwilio Cymru.		

Cam Penodol i'w Gymryd	Gwybodaeth	Trafodaeth	Sicrhau	Cymeradwyo
			✓	
Argymhellion	Gofynnir i Aelodau: • Nodi perfformiad cyfredol a chamau gweithredu cysylltiedig. • Nodi'r gwaith parhaus sydd ei angen i ddatblygu'r fframwaith perfformiad integredig.			

Rheoli Perfformiad Integredig

1. CYFLWYNIAD

Mae'r papur hwn yn rhoi trydydd adroddiad perfformiad ar gyfer 2019-20 i'r Bwrdd, yn cwmpasu'r cyfnod hyd at 29 Chwefror 2020.

2. CEFNDIR

Nod yr adroddiad rheoli perfformiad integredig yw diffinio a chysoni'r gwaith o gyflawni targedau perfformiad gweithredol, dangosyddion ansawdd a mesurau canlyniadau. Mae'r Bwrdd wedi cydnabod o'r blaen bod hon yn broses ailadroddol a bydd y dangosfwrdd lefel uchel a'r naratif perfformiad cysylltiedig yn parhau i ddatblygu wrth i wybodaeth newydd a gwell ddod ar gael drwy ymgysylltu â chyfarwyddiaethau a thimau. Mae'r adroddiad perfformiad integredig i'w weld yn Atodiad A ynghyd â naratif.

3. TROSOLWG O BERFFORMIAD PRESENNOL

Cynnydd yn erbyn Camau Gweithredu'r Cynllun Blynyddol a'r Llythyr Cylch Gwaith

Mae'r sefydliad wedi parhau i wneud cynnydd da wrth i ni gyrraedd diwedd blwyddyn gyllideb 2019-20. Un o'r cyflawniadau sylweddol eleni fu cwblhau Strategaeth y Gweithlu ar gyfer lechyd a Gofal Cymdeithasol. Mae 2 brosiect allweddol wedi'u dosbarthu fel rhai sydd â sgôr 'Coch' RAG (coch, ambr, gwyrdd) yn ôl system ddosbarthu a fabwysiadwyd gan AaGIC ar gyfer rheoli prosiectau a risgiau. Mae un o'r rhain wedi'i atal oherwydd recriwtio, sydd bellach wedi'i ddatrys, ac mae'r llall wedi'i atal tra'n aros am gyfarwyddyd gan Lywodraeth Cymru. Ceir mwy o fanylion yn Adran 1, Prosiectau a Rhaglenni.

Rydym hefyd yn hynod falch o fod wedi cyflwyno ein IMTP cyntaf i amserlen ddiwedd Ionawr 2020. Mae hyn wedi'i adeiladu ar y sylfeini a osodwyd gan y cynllun blynyddol ac mae'n caniatáu i brosiectau a rhaglenni allweddol eto gael eu cwblhau'n ffurfiol er mwyn parhau â'r cyfnod cynllunio newydd.

Mae'r rhagolygon ar gyfer cyflawni yn erbyn cerrig milltir prosiect yn gadarnhaol, ond mae'n ddoeth nodi bod lledaeniad firws Covid-19 yn dechrau cael effaith ar ddarpariaeth ar draws pob maes – nid yw hyd a lled hyn yn hysbys eto.

Gweithgaredd Comisiynu-Lleoliadau Hyfforddiant ac Addysgol

Nid oes unrhyw newid ers yr adroddiad diwethaf mewn gweithgarwch recriwtio/comisiynu. Ceir mwy o fanylion yn Adran 2, Gweithgarwch Addysg a Hyfforddiant.

Ansawdd

Dim ond un mater 'monitro uwch' newydd a geir mewn Meddygaeth Frys yn Ysbyty Treforys yn y cyfnod. Mae materion eraill yn mynd rhagddynt drwy'r broses rheoli

ansawdd yn ôl y disgwyl. Nid oes llawer o newid i ddata ARCP/RCP o'r adroddiad diwethaf. Ceir mwy o fanylion yn Adran 3, Ansawdd a Chanlyniadau.

Perfformiad Corfforaethol

Bu symudiad sylweddol o ran cyfraddau cydymffurfio ar ddau DPA craidd y gweithlu o gofnodi PADR a chydymffurfiaeth Statudol a Gorfodol, gan ystyried y trefniadau adrodd newydd sy'n gwahaniaethu rhwng staff "craidd" a "sesiynol", ac yn dilyn ymdrech unedig ar draws y sefydliad i sicrhau bod staff yn cefnogi'r broses yn unol â hynny.

Mae metrigau ychwanegol wedi'u cynnwys i ddarparu darlun mwy cyfannol o berfformiad corfforaethol, sy'n cael eu hamlygu ar Dudalen 6.

Mae'n werth tynnu sylw at y ffaith bod cyfradd salwch AaGIC yn 2.6% dros gyfnod treigl o 12 mis, sy'n sylweddol is na tharged salwch GIG Cymru o 4.4%. Ceir mwy o fanylion yn Adran 4, Perfformiad Corfforaethol.

I grynhoi, mae'r perfformiad presennol yn dangos bod y sefydliad ar y trywydd iawn i gyflawni'r rhan fwyaf o'i ymrwymadau a'i dargedau erbyn diwedd y flwyddyn.

4. MATERION LLYWODRAETHU A RISG

Mae'r dangosfwrdd perfformiad yn parhau i gael ei ddatblygu drwy ymgysylltu ar draws cyfarwyddiaethau AaGIC i ystyried y wybodaeth sydd ar gael a'r wybodaeth a fyddai'n ychwanegu gwerth o safbwynt dangosfwrdd lefel uchel.

Mae Adroddiad Perfformiad 2 (Ion 2020) a naratif wedi cael ei rannu gyda Llywodraeth Cymru a'i drafod yn ein cyfarfod Ansawdd a Chyflenwi diweddar, ac o ganlyniad i'r rhyngweithiadau hyn, caiff yr adroddiad perfformiad ei fireinio i ystyried gofynion penodol a darparu lefel uwch o fanylder pan fydd ar gael.

Mae meintiau mawr o ddata ar gael o fewn y sefydliad. Mae gwaith yn parhau i sicrhau bod data priodol yn cael ei gasglu, ei ddilysu a'i dderbyn mewn fformat priodol i alluogi proses fwy effeithlon i gael ei chyflawni ac i sicrhau bod data priodol ar gael yn yr amserlenni gofynnol i gefnogi a gwella gwneud penderfyniadau a chraffu.

Yn ddiweddar, cynhaliodd y broses archwiliad mewnol, sydd wedi darparu lefel Sicrwydd Rhesymol ddrafft. Dyma'r argymhellion allweddol y byddwn yn eu datblygu:

- Datblygu Fframwaith Rheoli Perfformiad – Amserlenni, cyfrifoldebau a disgwyliadau'r rhai sy'n cymryd rhan.
- Ymgysylltu ag aelodau'r Bwrdd i gasglu rhagor o adborth ar y dangosfwrdd rheoli perfformiad cyfredol, gyda'r bwriad o'i wella os bydd angen.
- Dylid ystyried cynnwys ystod ehangach o DPAau.

Datblygiadau pellach

Yn ogystal ag argymhellion archwilio, drwy ddatblygu'r adroddiad, mae'r gwaith canlynol yn cael ei wneud i gefnogi a gwella adroddiadau yn y dyfodol a bydd yn arwain at ymgorffori newidiadau cyn gynted â phosibl:

Cofnodwyd 30 Ion 2020	Cynnydd hyd yn hyn
Adolygiad o'r broses casglu data a symud i gasgliad misol drwy dempledi	Ar y gweill
Sefydlu cyfarfodydd rheolaidd o'r grŵp rheoli perfformiad	Cwblhawyd
Sefydlu gweithgorau llai i fynd i'r afael â meysydd allweddol o waith AaGIC sy'n effeithio ar dimau lluosog, h.y. ARCP, llenwi cyfraddau/lleoedd a gomisiynir, CPD i gytuno ar gysondeb o ran ymagwedd	Ar y gweill
Cynnal cyfres o gyfarfodydd data gyda deiliaid data unigol (adrannau) i wella dealltwriaeth ac ystyried casglu data ac adrodd ar gyfer eu maes penodol a fydd yn adlewyrchu perfformiad yn fwyaf priodol	Yn mynd rhagddo a disgwylir iddo gael ei gwblhau ym mis Mawrth 2020; rhestr termau data drafft mewn datblygiad (sy'n mynd i'r afael â darganfyddiad archwilio allweddol)
Datblygu dangosyddion perfformiad allweddol a thargedau sydd wedi'u cysylltu'n glir ag amcanion strategol, y gall y Bwrdd graffu ar berfformiad	Ar y gweill
Gan ddefnyddio canlyniadau'r cyfarfodydd data, datblygu cynllun gweithredu i ymgorffori newidiadau i fersiynau o'r adroddiad perfformiad fesul cam yn y dyfodol	25 o fesuriadau newydd ar draws yr holl feysydd yn cael eu hystyried ar gyfer defnydd gweithredol ac adroddiadau; rhestr o'r newidiadau sy'n cael eu datblygu
Ystyried hyfforddiant i reolwyr wrth ddatblygu adroddiadau perfformiad, mewn cydweithrediad â thîm y Bobl	Ar y gweill

Ceir rhagor o fanylion yn y crynodeb gweithredol ar 3 o'r Adroddiad.

5. GOBLYGIADAU ARIANNOL

Cefnogir y broses o ddatblygu'r fframwaith drwy adnoddau presennol a gyllidebwyd.

6. ARGYMHELLIAD

Argymhellir bod y Tîm Gweithredol yn:

- Nodi perfformiad cyfredol a chamau gweithredu cysylltiedig fel yr amlinellir yn Atodiad A
- Nodi'r gwaith parhaus sydd ei angen i ddatblygu'r fframwaith perfformiad integredig.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (<i>rhowch ✓</i>)	Fel sefydliad newydd, sefydlu Addysg a Gwella Iechyd Cymru fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu
	✓			✓
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digidoleiddio wrth ddarparu addysg a gofal	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad	
	✓		✓	
Ansawdd, Diogelwch a Phrofiad Cleifion				
D/D.				
Goblygiadau Ariannol				
Nid oes unrhyw oblygiadau ariannol i Swyddogion Gweithredol eu hystyried/cymeradwyo ar hyn o bryd.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
D/D.				
Goblygiadau Staffio				
D/D.				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
D/D.				
Hanes yr Adroddiad	26 Medi 2019 – Adroddiad ar Berfformiad - Bwrdd Cyhoeddus 30 Ionawr 2020-Adroddiad ar Berfformiad 2 - Bwrdd Cyhoeddus.			
Atodiadau	Atodiad A – Adroddiad Perfformiad Integredig 3, Mawrth 2020			



GIG
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Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

**Health Education and Improvement Wales
Integrated Performance Report 3
March 2020**

EXECUTIVE SUMMARY

This is the third report of 2019-20. This report follows the previous report to Board of 30 January 2020.

This report includes data made available up to 29 February 2020. Indications for the full year have been included where available and it should be noted that data in some areas will not have changed due to the nature of the metric. The report highlights where changes have been made and, if further detail is required on additional areas, this will relate to that reported in Report 2.

Since the last report, key highlights include:

Progress against Annual Plan and Remit Letter Actions

The organisation has continued to make good progress as we reach the end of the 2019-20 budget year. One of the significant achievements this year has been the completion of the Workforce Strategy for Health and Social Care. There are 2 key projects classified as having a 'Red' RAG (red, amber, green) rating according to HEIW's adopted classification system for managing projects and risks. One of these has been delayed due to recruitment, which has now been resolved, and the other is on hold awaiting direction from WG. More detail can be found in Section 1, Projects and Programmes, but the outlook for delivery against project milestones remains positive.

We are also extremely pleased to have submitted our first IMTP on schedule at the end of January 2020. This has been built on the foundations laid by the annual plan and allows for key projects and programmes yet to be formally completed to continue into the new planning period.

Commissioning Activity - Training & Educational Placements

There is no change since the last report in recruitment/commissioning activity. More detail can be found in Section 2, Education and Training Activity.

Quality & Outcomes

There is just one new 'enhanced monitoring' issue in Emergency Medicine at Morriston Hospital in the period. Other issues are progressing through the Quality Management process as expected. There is little change to the ARCP/RCP data from the last report. More detail can be found in Section 3, Quality and Outcomes.

Corporate Performance

There has been substantial movement in compliance rates on the two core workforce KPIs of PADR recording and Statutory and Mandatory compliance, taking account of the new reporting arrangements that differentiate between "core" and "sessional" staff and following concerted effort across the organisation to ensure staff support the process accordingly.

Additional metrics have been included to provide a more holistic picture of corporate performance. These are highlighted on Page 6.

It is worth highlighting that the HEIW sickness rate was 2.6% over a rolling 12-month period, which is significantly lower than the NHS Wales sickness target of 4.4%. More detail can be found in Section 4, Corporate Performance.

In summary, current performance indicates that the organisation is still on course to deliver against the majority of its commitments and targets by the end of the year and full year-end performance will be included in the May report.

However, whilst this is the latest position, it would be prudent to acknowledge that the current and future response to Covid-19 could affect progress and achievement of agreed commitments and deadlines in some areas of HEIW's work.

Development of the Performance Framework

Since the last report, the Planning & Performance and Workforce Data & Analytics teams have held a series of data meetings across the organisation, to discuss existing and potential future metrics to help inform improvements to the performance dashboard and existing reporting. These meetings have also informed the creation and ongoing development of a data glossary for the organisation, complying with audit requirements and providing the means to improve internal understanding and consistency of the data being reported. To this point, the data meetings have highlighted 25 potential new metrics for consideration, with a small number being incorporated into this report. We will continue to review and develop others for potential inclusion on the performance dashboard.

Potential new metrics include, for example:

- Number of GP trainees trained in Wales who remain in Wales following ARCP Outcome 6
- Number of GPs staying in targeted incentive areas
- Number of newly qualified Pharmacists taking employment in Wales
- Attrition rates across all programmes
- Data subject access requests

In this report, the following new metrics have been included:

- Online engagement rates (Twitter followers, Facebook page likes and page views of RSU online CPD modules)
- CPD events classified by both face-to-face and online delivery
- Numbers of appeal review decisions maintained or changed
- Achievement against target for staff equality data
- Compliance rates for statutory & mandatory training in Health & Safety, in line with audit requirements
- Financial position - cumulative
- Agency costs as a percentage of total pay costs
- National average exam pass rate for Pre-Registration Pharmacy exams in Wales, compared to the other UK nations (to be included with a range of benchmarking metrics in the future)

We are also in the process of developing a new metric to give a total number of trainees/students 'in training' across all professions, i.e. that HEIW is supporting at a point in time. It is expected that this will be included in the May report.

In line with recommendations provided to us, we also intend to produce a Performance Management Framework. This will be used to document the intended Performance Management Cycle and detail responsibilities, expectations and timescales of those involved.

Through detailed discussion, data meetings have given us greater insight in to the business areas and this, along with the development of the data glossary, is increasing confidence in the base data informing the metrics. Where further work is required to increase the accuracy and reliability of the data, we are working with the areas involved to determine appropriate actions. It will take some months for us to work through these and to have complete confidence, but we are making good progress to this end.

Appendix A – HEIW Performance Report

In addition, we are defining roles and responsibilities for the data associated with each metric, which will provide additional reassurance, and this will be further increased through the need to develop the performance framework.

To further support future developments and improve the efficiency of report production, HEIW is awaiting the outcomes of an NHS Wales procurement exercise to procure Project Management software, which will be utilised to manage the progress of future IMTP objectives.

INTRODUCTION

The Integrated Performance Framework is outlined on the following table and contains measures and indicators unique to HEIW's functions. This continues to evolve to ensure that it provides the organisation and its stakeholders with appropriate measures and assurance about progress and performance.

Strategic Objectives and Indicators		
Strategic Objective	Section	Indicator
SECTION 1 – Projects and Programmes	HEIW Strategic Objectives – Project Update	Progress update, with RAG ratings
SECTION 2 – Education and Training Activity	Commissioned Places	Recruitment to commissioned places (training and student places)
	Continuing Professional Development (CPD) course activity	• Face to face CPD activity (attendees) • NEW: online CPD activity (attendees) • NEW: RSU online page hits
SECTION 3 – Quality and Outcomes	Quality Management	Outcomes of targeted visits
	Trainee Survey Results	GMC National Training Surveys (Trainees) results
	Annual Review of Competency Progression (ARCP)	Numbers of ARCP/RCPs undertaken and outcomes reported
	Professional Support Unit (PSU)	• Numbers of referrals • Reasons for referrals
	Trainee Progression Governance (TPG)	• Number of appeal cases • NEW: Number of review decisions maintained and changed
	Medical Appraisal and Revalidation	Number of appraisals completed
SECTION 4 – Corporate Performance	HEIW Performance Metrics	• Headcount • Staff turnover • % sickness absence and reasons • Number of instances of Disciplinary & Grievance, and Complaints • Achievement against targets for PADR, Statutory & Mandatory training and Welsh Language • NEW: Achievement against target for Equality Data • Staff survey response rate • Number of flu vaccines • Number of FOIs • Finance Public Sector Payment Policy (PSPP) target • NEW: Financial position – cumulative • NEW: Agency costs as % of total pay costs • NEW: Online communication/ engagement – no. of Twitter followers • NEW: Online communication/ engagement – no. of Facebook likes • NEW: Achievement against target for H&S Statutory & Mandatory training • NEW: Health Needs Assessment – Engagement Index score
	NEW: Benchmarking Information	• GMC National Training Survey – overall satisfaction Score

Appendix A – HEIW Performance Report

		• NEW: Pre-registration Trainee Pharmacists – pass rate • Staff Survey response rate
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Notes:

1. The methods for delivering information about performance management are still under consideration in line with timescales for reporting. Given our wide range of functions for current performance measures, these will relate to differing periods depending on when and for what period data is available at any point in time. We will look to include the most up-to-date data where it is available.
2. We strive to report information we believe is of value to measure the performance of the organisation; we continue to work with teams to review the information required and methods of data collection to determine short and longer-term goals and actions. As part of a process of continual improvement, indicators will be reviewed and amended as needs dictate.

SECTION 1 – Projects and Programmes

HEIW Strategic Objectives – Project Update

The HEIW Annual Plan 19/20 identified over 40 developments and projects needed to deliver its seven strategic objectives. HEIW has identified 25 key projects that will be formally measured via this performance management process. (NB A comprehensive mid-year review of the annual plan and all 40 developments and projects was produced for the mid-year JET meeting and submitted to the Board in November 2019.)

In addition, in June 2019, Welsh Government (WG) presented 6 additional actions via a Remit Letter, which we have included in our monitoring.

Since the last report, of significant note is the completion of the Remit Letter action no.6: **To advise on arrangements to routinely collect NHS vacancy information for all staff groups, and work with Welsh Government policy and statistical officials to produce an accurate statistical statement via Welsh Government's Knowledge and Analytical Services.** We await agreement of the paper being developed to clarify arrangements for the collection of data with NWSSP.

Also of note is progress made towards the following:

SO1B Development of a People and OD strategy. A report responding to initial feedback from the Board is to be presented at the March 2020 Board meeting. This project has been awarded a Green rating, pending the Board response.

(SO4Ai) Development of a multi-professional workforce plan for emergency medicine. (Amber) A project manager has now been recruited and starts in early April.

(SO4Aii) Implement an all Wales solution to endoscopy training. (Amber) The project manager is now in post and starting to make progress against actions.

(SO5D) Development of a Simulation strategy. A new post has been advertised that will take on the lead of this project. HEIW also instigated the 1st All Wales Clinical Simulation leads conference in December 2019, enabling a forum across health boards and sectors to identify the current challenges and opportunities in producing a consistent approach to Simulation Based Education.

The national **Workforce Strategy for Health and Social Care (SO2A)**, in line with 'A Healthier Wales', 2018 was submitted to WG at the end of December and continues to await ministerial approval.

In general, good progress has been achieved in delivering the 25 projects, with the vast majority on track or completed as summarised below:

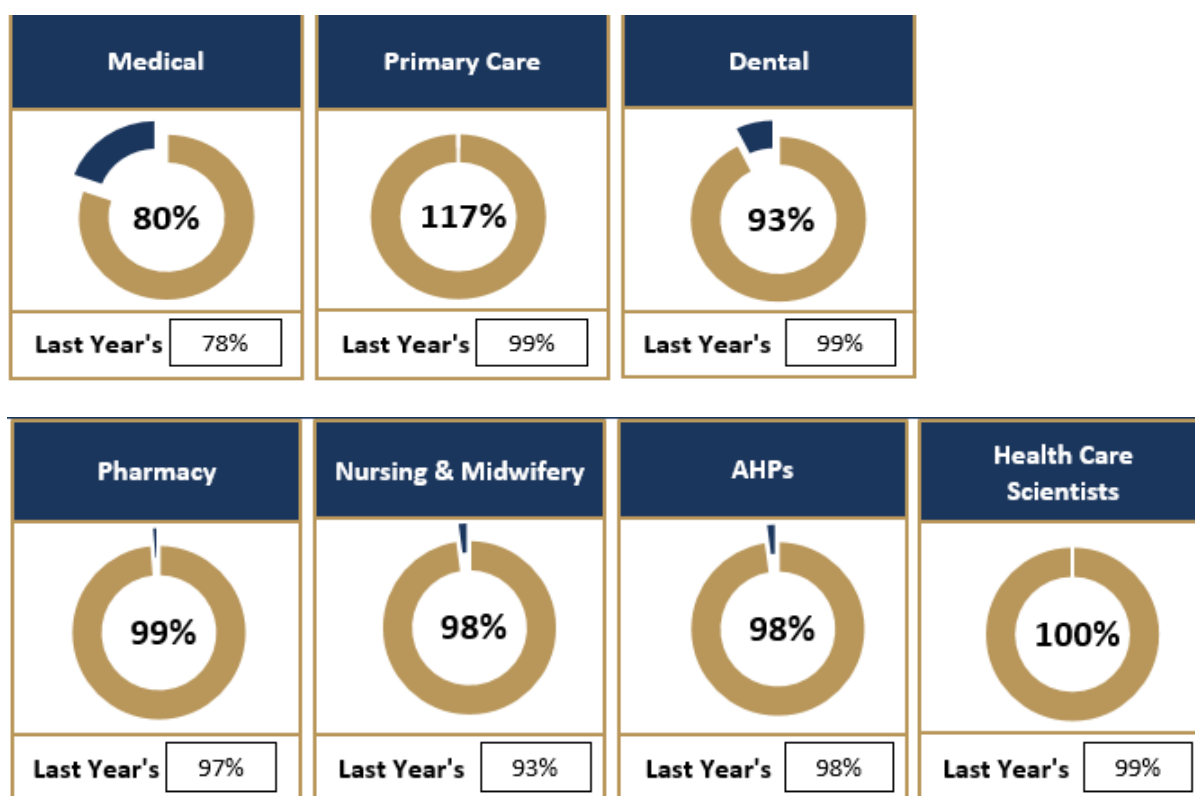
Appendix A – HEIW Performance Report

HEIW Strategic Objectives as at Feb-20												
Health Education and Improvement Wales - Remit Letter 2019-20			Obj1: As a new organisation establishing HEIW as a valued and trusted partner, an excellent employer and a reputable and expert brand			Obj2: Building a sustainable and flexible health and care workforce for the future			Obj3: With Social Care Wales shaping the workforce to deliver care closer to home and to better align service delivery			
RED	AMBER	GREEN	RED	AMBER	GREEN	RED	AMBER	GREEN	RED	AMBER	GREEN	
0	1	5	0	2	0	0	5	2	1	1	1	
Obj4: Improving quality and safety by supporting NHS organisations find faster and more sustainable workforce solutions for priority service delivery challenges			Obj5: Improving opportunities for use of technology and digitalisation in the delivery of education and care			Obj6: Reinvigorating leadership development and succession planning across health and social care in partnership with Social Care Wales and Academi Wales			Obj7: Demonstrating value from investment in the workforce and the organisation			
RED	AMBER	GREEN	RED	AMBER	GREEN	RED	AMBER	GREEN	RED	AMBER	GREEN	
0	6	0	0	3	0	0	3	0	1	0	0	

SECTION 2 – Education and Training Activity

Commissioned Places

A significant proportion of HEIW's budget is used to commission a range of undergraduate and postgraduate education from a variety of HEIs. This section remains as per the January 2020 report.



In future, the data will be colour coded on the dashboard, to show the point at which the data was collected, i.e. at 'initial' recruitment, at an 'intermediate' stage in the recruitment process, or as an 'actual' figure (trainees/students having taken up posts/places in training/learning). See Appendix i for details.

Note: Appendix i, at the end of this report, is the working draft of the intended agreed definitions of performance metrics incorporated on the dashboard. This version shows the 'recruitment to commissioned places' definition and how this is reflected across all affected areas. Work is continuing to develop these definitions and supporting information, with the next metric being the 'in training' figure.

It is important to note that the complexity of slight, but important, differences in how the professions define stages in their recruitment processes does make it challenging to develop an overarching metric and to secure agreement of the definition and associated terminology. However, we are making progress and the definition and the associated elements will be tested, reviewed and amended as appropriate over time.

Continuing Professional Development (CPD) Course Activity

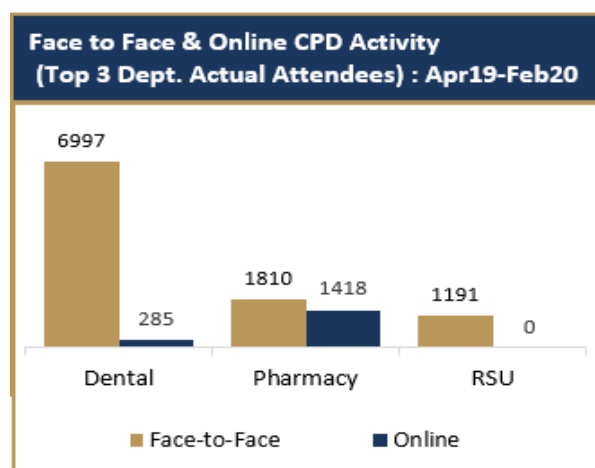
CPD activity is delivered and commissioned in a number of ways across HEIW and is a key focus in our IMTP.

Data on CPD activities is still being collected manually, which makes it challenging to monitor and report. In 2020-21, we are planning for the implementation of the Centralised Course Management system, which will generate and monitor a far more robust set of data to support performance monitoring.

In the meantime, we are using the manually collected data as summarised on the chart. This shows the number of attendees at face-to-face and online CPD events from 1 April 2019 to 29 February 2020. The data is broadly in line with the same period in 2018.

For the RSU online modules, the number of views is also shown.

The vast majority of CPD provision stems from the Pharmacy and Dental Deaneries, and RSU.



Collection of trainee and student feedback and evaluation of events currently sits with the teams developing the courses, but this is subject to review by a new task and finish CPD group, when it has been established. Until any decisions are made by the group, work is underway to develop a question to be included in future evaluation of all HEIW CPD events from 1 April 2020. This is intended to provide a basic level of evidence and monitor the impact of CPD events on learning and practice, and give an indication of value.

Dental

In the current financial year, a total of 759 dental courses were planned. Of these, 721 took place due to courses being cancelled, either due to low numbers or study days being re-arranged. There are a further 63 events planned for March.

We introduced the course 'Making Prevention Work in Practice'. This is a one-day 'train the trainer' course to enable dentists to go back into practice and train their Dental Nurses on the application of topical fluoride varnish. We have run 11 courses to date, training 253 dental professionals. This course has received excellent feedback and directly supports the Welsh Government GDS reform programme.

Our Dental Educators around Wales are currently organising their CPD programmes for the next financial year (2020-21). The number of courses to be organised during this period is anticipated to be the same as this year.

RSU

The RSU provide high quality CPD events and online modules designed to support the needs of the NHS Wales workforce. Our educational events provide opportunities to update clinical knowledge and to support ongoing learning.

Our study days are designed specifically for GPs, but are also appropriate for other primary care allied health care providers. We seek opportunities to collaborate with both internal and external agencies, including charities, allowing us to provide multi-disciplinary events.

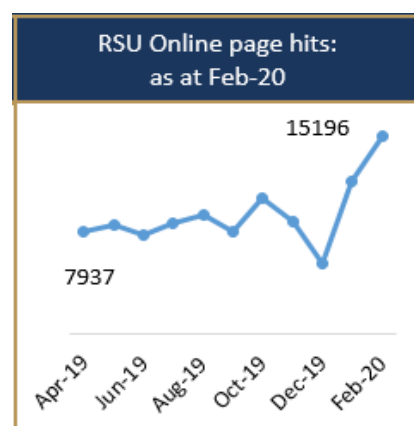
This data provides a summary of the total number of events delivered across Wales for the period 1 April 19 – 29 February 2020: 30 events and a total of 1191 attendees. An additional 5 events are planned for March.

This is a significant increase on the same period last year (1 April 2018 – 31 March 2019, 16 events with 868 delegates). This substantial improvement can be attributed to the following:

- Our ability to provide CPD events was reduced by approximately 15% last year following the resignation of the North Wales CPD co-ordinator role. This post was filled in April 2019
- The number of attendees has increased as the direct result of adding an events page to the website, which has eased the booking process and enabled GPs from across Wales to view and select from all the events taking place across Wales
- The provision of study days on key hot topics, such as Gender Diversity in response to national developments led by the Health Ministers, have been popular and over-subscribed. When planning CPD activity for the coming year we will consider how to provide further support for national initiatives and campaigns.

In addition, visits to the webpages of RSU online modules have increased to 15,196 at the end of February 2020. This is an increase of 7257 (47.8%) views compared to April 2019. The top viewed module from April 2019-Feb 2020 is 'Motivate to Move' with 2462 views, followed by Acute Kidney Injury with 2093 views.

This demonstrates the continuing and improving engagement of the medical profession with the organisation, specialised CPD events and online resources.



Pharmacy

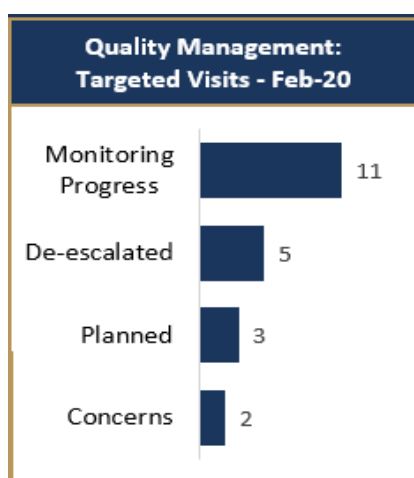
Registrations for webinars continue to increase. Emergency contraception - 172 registrants and HRT webinar, which was multi professional - 139 registrants.

The inter-professional optometry/pharmacy events September/October 2019 were very well received and have helped support improved networking and patient referrals for specific services from each profession. The existing referral form, further to feedback from delegates, will be updated to improve information available and provide a more efficient patient referral process. 168 professionals attended the events across Wales.

SECTION 3 – Quality and Outcomes

Quality Management

HEIW has a comprehensive quality management framework in place in order to enable compliance with regulatory standards and ensure postgraduate medical training in Wales adopts a patient centred approach that safeguards safety and promotes a positive trainee experience. Our approach is comprised of a scheduled component and a responsive component. The scheduled component ensures that there are appropriate governance arrangements and infrastructure in place within Health Boards who provide training. The responsive component ensures that, where quality concerns arise, they are identified and managed in a proportionate manner in order to prevent any undue burden on Health Boards across Wales. The responsive component includes targeted visits.

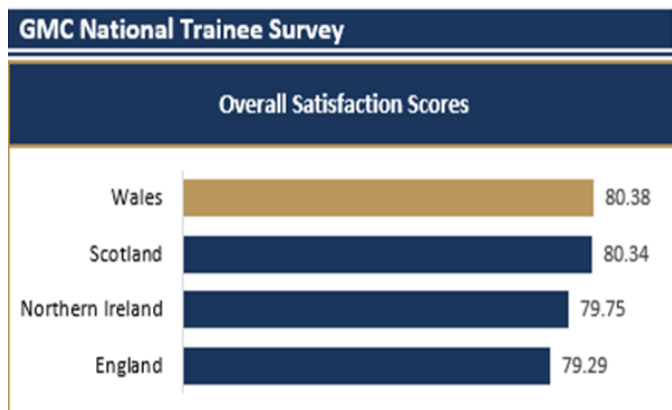


The data shows targeted visit information for the period 1 April 2019 to 29 February 2020.

In the period, there are two issues for which the Quality Unit has had concerns over progress and, as a consequence, these were escalated to the GMC for Enhanced Monitoring. These concerns are Medicine in Wrexham Maelor Hospital and Emergency Medicine at Morriston Hospital. The first of these has since been moved to 'monitoring progress' as action plans are now being implemented.

11 other quality concerns continue to be monitored and 5 have been de-escalated.

GMC Trainee Survey Results



For full details on results, please see *Performance Report 2*.

The Quality Management team continues to review items in the results, as highlighted in the last report, to determine measures for consideration and implementation:

- Lower rates of trainee engagement across the home nations (although the rate in Wales was 97.5%, compared to the UK average of 94.6%);
- Lowest overall percentage score in the UK for clinical supervision out of hours and lowest reported by Wales since 2015 and this will require review (although the areas have already been identified by the Quality Unit as areas that require support and Targeted Visits are underway)
- Workload issues impacting on the ability of trainees to access study leave
- Lowest score in the UK for the 'reporting systems' indicator (Wales has had gradual erosion in the score over the last 4 years)

Obstetrics & Gynaecology, Surgery and some areas of Medicine are likely to remain target areas for the coming year and this relates directly to work that the Quality Unit are already undertaking.

As survey data for other professions becomes available, we will endeavour to provide a similar level of analysis to enable us to reflect on performance.

Annual Review of Competence Progression (ARCP)

The Annual Review of Competence Progression (ARCP), or Review of Competence Progression (RCP) in Dental Foundation Training (DFT) and Dental Core Training (DCT) (twice a year), is the formal method by which a trainee's progression through their training programme is monitored and recorded.

Trainees are awarded an outcome depending on performance and cannot progress to the next stage of their training if they do not receive a satisfactory outcome. The majority of outcomes (across all areas) fall in to one of these categories:

Outcome 1: Satisfactory progress.

Outcome 2: Development of specific competence required – additional training time not required.

Outcome 3: Inadequate progress – additional training time required.

Outcome 4: Released from training programme – with or without specified competence.

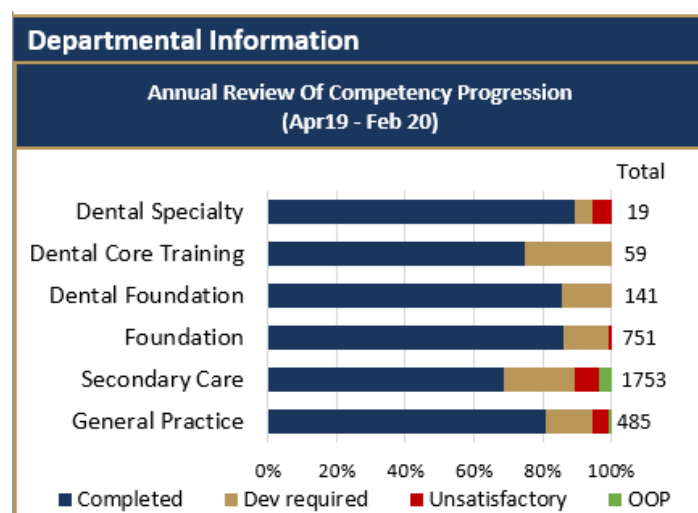
Outcome 5: Incomplete evidence presented – additional training time may be required.

Outcome 6: Gained all required competences for the programme.

Outcome 8: Outcome for trainees who are out of programme (OOP) unless Out of Programme for Training (OOPT) in which case an outcome 1-5 should be awarded.

The data below is for the period 1 April 19 to 29 February 2020. The data shows, for each area of business, the breakdown of:

- Completed (outcomes 1 and 6)
- Development required (outcomes 2 and 5)
- Unsatisfactory (outcomes 3 and 4)



As we continue to review the data and discuss potential new metrics and changes to existing metrics with respective areas, further work is being undertaken to analyse these outcomes further, and to reflect on how these can align to measure our performance. Where possible, this will be incorporated in future reports.

Nevertheless, figures for Foundation, GP and Secondary Care (in the chart above) show that all outcomes are broadly in line with the same point last year. In the January 2020 report, the outcomes for Foundation and Secondary Care ARCPs were combined (2285), but in this report we have split out data to include specific detail on Foundation trainees. The total for the two groups is 2504.

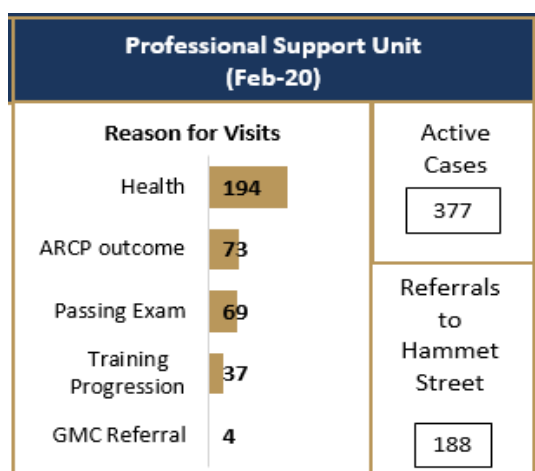
Data for Dental Foundation Training and Dental Speciality Training has been updated in line with Interim RCPs, which take place in February and March each year; the February data is included, but IRCPs due to take place in March are not included.

Across all areas, indications are positive with regards to the outcomes being generated. Work is progressing to consider further the reasons and support required where unsatisfactory outcomes have been reported.

For more background information and detail about processes in individual areas, please see *Performance Report 2*.

Professional Support Unit (PSU)

HEIW is responsible for overseeing all doctors and dentists in training in Wales and for addressing issues that may arise during the training process that could hinder progression. The PSU was established in 2008 and provides guidance and information to all parties involved in postgraduate medical and dental training. On average, 10-12% of doctors in Wales are receiving support at any one time, which equates to more than 300 active cases.



This report presents the number of active cases being managed by the PSU. This is different from the data presented in the last report, which was the number of new referrals in the current budget year since 1 April 2019.

Active cases have increased over the period. There are currently 377; 43 of these are new cases since 31 Dec 2019. 188 of active cases are receiving psychological support from external supplier, Hammet Street Consultants Ltd.

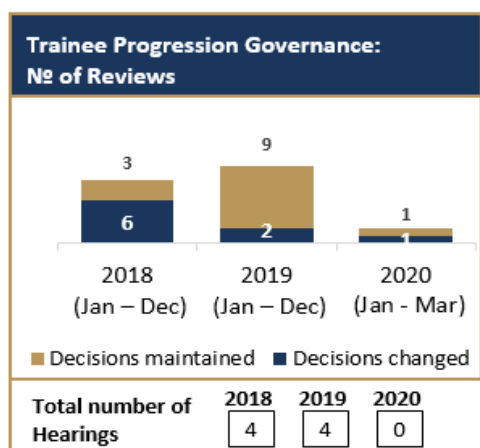
The breakdown of reasons for accessing PSU support shows that over half of cases are due to health reasons. However, the breakdown is only indicative as, in many cases, this is merely a first presentation and often underlined with other challenges affecting an individual's progress or performance.

Trainee Professional Governance (TPG)

The main role of TPG is to coordinate Reviews and Appeals of Annual Reviews of Competence Progression (ARCP) Outcomes (and more recently Appeals from Foundation Dentists and Appeals following removal of National Training Number, NTN).

Approximately 2,500 ARCPs are held each year. Trainees are awarded a range of Outcomes that are prescribed nationally. Trainees who receive an Outcome 3 (requires extension) and Outcome 4 (released from training) can ask for an Appeal.

Appendix A – HEIW Performance Report



The data shows the number of number of decisions at the Review stage of Appeals that have been maintained and changed.

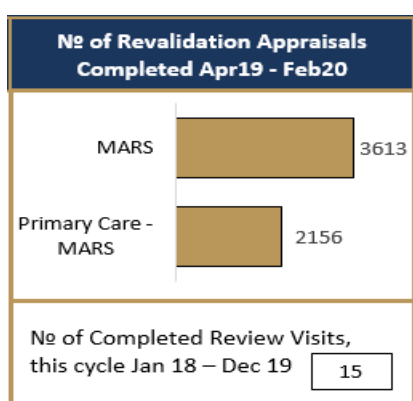
An Appeal has two parts: a Review by the original people who gave the Outcome and, if the Outcome is not changed, the trainee can ask for a full Independent Hearing. Currently, approximately half of all Appeals are changed at the review stage of appeal and, if they proceed to a full independent hearing for their appeal, the outcomes are generally maintained, often with the trainee being released from the programme.

The limited number of Appeals allows opportunity for analysis and learning to improve practice. Whilst Appeals will never be eradicated, by a process of continual learning and dissemination of errors or good practice, the numbers that are received and subsequently changed (as a percentage of the total number) should diminish over time.

To this end, in 2019, TPG commenced improvement and collaborative work across all medical specialties and with Dental colleagues to promote better reporting of individual progression, objective setting and decision making at ARCP panels. This work is being showcased at an ARCP National Learning Event in London in March 2020. Also during 2019, TPG has introduced more challenge at the Review stage to ensure that if the Outcome is maintained, and the case goes to a full Independent Hearing, HEIW processes and procedures are robust and capable of challenge.

Medical Appraisal and Revalidation

One of HEIW's responsibilities is to support and improve professional standards through revalidation, appraisal and CPD in line with the requirements of the regulators.



This data provides a summary of the number of appraisals completed on both MARS and the Primary Care instance of MARS, for the period 1st April – 29th February 2019 (total of 5769).

This data is consistent with the same period last year (total of 5559 1 April 18 – 28 Feb 19) and, therefore, demonstrates the continuing high engagement of the medical profession with annual appraisal. There is an expectation that there will be approx. 10% of doctors not undertaking appraisal in any given year due to extenuating circumstances, e.g. paternity leave.

MARS is part of a suite of online resources that also includes **Wales Professional Review Optometry (WPRO)**, the platform for the UK's first newly qualified optometrist mentoring programme and the **Dental Appraisal System (DAS) for community dentists**, a bespoke version of MARS developed to ensure community dentists meet their terms and conditions of service and GDC requirements. This pilot, which commenced in September 2018 and is due to complete in March 2020, will act as a proof of concept regarding the use and transferability of MARS to other professional settings. As at 29 February 2020, there are 127 registered on the system, which is approximately 91% of all community dentists. The final pilot evaluation was discussed at a joint HEIW WG meeting with the Chief Dental Officer on 5 March 2020. The outcome was an endorsement of the system as being fit for purpose and of value and it has been agreed that the DAS system will now be used as the single appraisal system for community dentists.

On 2 March 2020, HEIW launched the **Orbit360** system, a Multi-Source feedback system linked to MARS and developed to support doctors in Wales with gathering patient and colleague feedback. This system replaces the current commercial provider and provides a single solution for Wales that has the potential to be adapted for the wider NHS Wales workforce.

Revalidation Quality Assurance Review Visits

Revalidation Quality Reviews enable discussions to take place between the key members of a Designated Body (which includes all HBs in Wales), i.e. Responsible Officer and team, and a review team. The discussions are focussed on gaining assurances regarding appraisal and revalidation processes within the Designated Body and ultimately Wales as a whole.

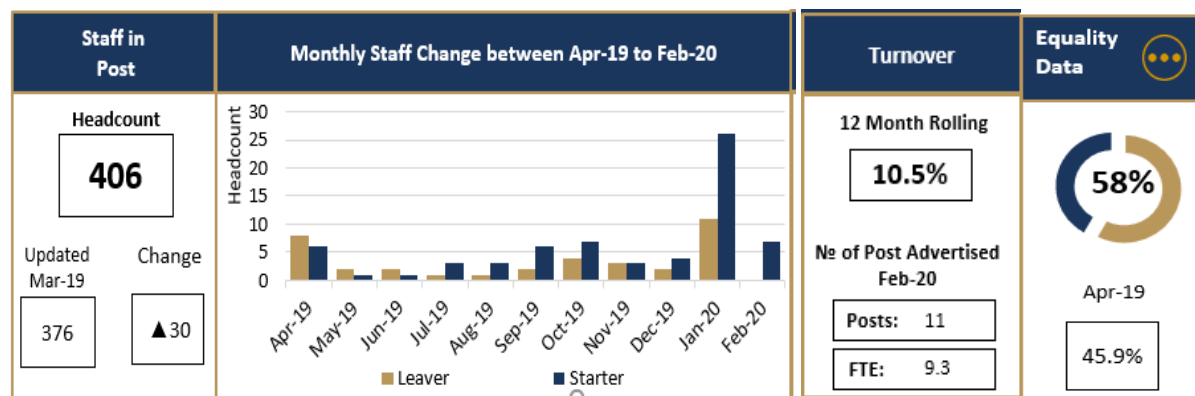
At 29 February 2019, there had been a cumulative total of 15 Review Visits. All Designated Bodies (DB) within Wales have been visited over a two-year period, January 18-December 19. See *Performance Report 2* for more detail.

As a result of the review visits, the Chief Medical Officer has been assured the appraisal and revalidation processes in Wales are robust and fit for purpose. In order to implement the revalidation action plan effectively and enable DBs to implement their local action plans there will be no further review visits taking place until April 2021. A new two-year review visit cycle to all DBs in Wales will take place April 2021 – March 2023.

SECTION 4 – Corporate Performance

HEIW Performance Metrics

This section outlines how HEIW is performing as an organisation.



Workforce Movement

In February 2020, the headcount for HEIW was 406 with the FTE being 217. HEIW's workforce has grown by 31 individuals (7.4%) since 31st March 2019. The staff changes report shows that 67 new starters joined, and 36 people left. In January 2020 HEIW saw the largest movement of the workforce with 11 people leaving and 26 new starters across a range of functional areas.

Turnover

The 12-month rolling turnover rate for HEIW for the period March 19 to February 20 is 10.5%. The turnover rate for HEIW can be variable because of the small size of the workforce. However, HEIW continues to have one of the lowest turnover rates in NHS Wales which supports business continuity and organisational memory.

Equality Data

The completion of equality data has progressively improved; more than 58% of the records have now been completed. HEIW staff have a responsibility to complete the various equality measures using Employee Self Service in ESR.

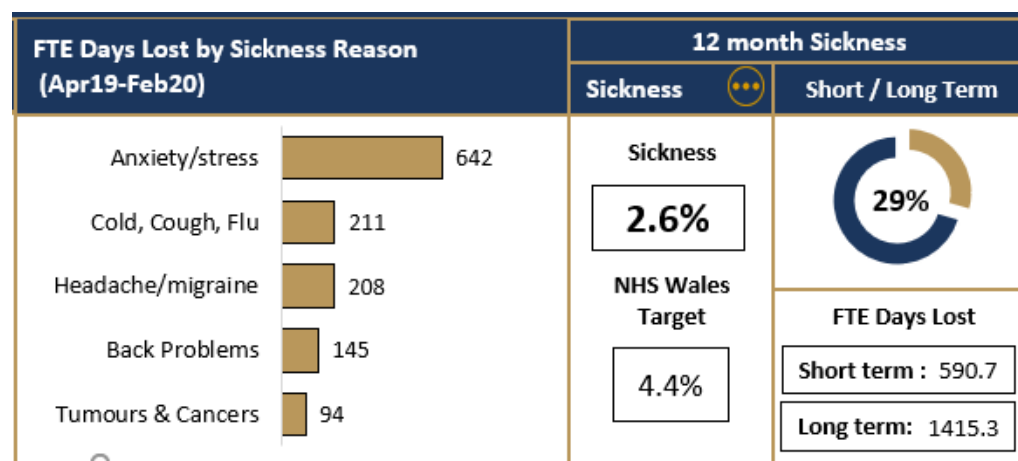
This table shows the completion percentage of staff as at February 2020

Equality Measure	Complete
Disability	45%
Ethnic Origin	40%
Nationality	42%
Religious Belief	45%
Sexual Orientation	46%
Marital Status	51%
Age & Gender	100%
Overall HEIW	58%

HEIW will continue to work with colleagues to ensure gaps are addressed. The organisation in partnership with the Equality team will be undertaking a series of actions as part of its Strategic Equality Plan. The Strategic Equality Plan has been signed off by Exec Team and is due to go to Board 26th March. Internal and external co-produced action plans will be developed in the first year of SEP inclusive of measures. Activity will include working collaboratively with our public sector, third sector partners and stakeholders initially to address the lack of trust and understanding of the purpose of collecting equality data.

HEIW has given priority to achieving its Strategic Equality Plan 2020-2024 through the IMTP.

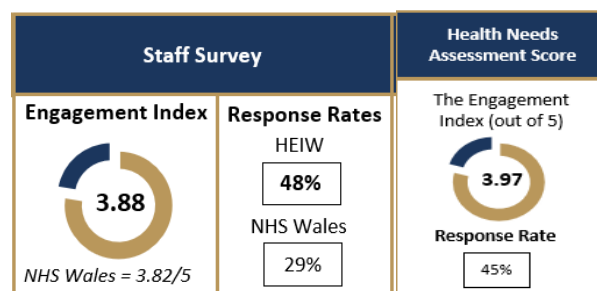
Sickness



HEIW has the lowest sickness rate of all the 11 NHS Wales organisations, with a rolling 12-month sickness rate of 2.6% (March 19 – February 20). This sickness rate is significantly below the NHS Wales sickness target of 4.4%. HEIW's low sickness rate can be viewed in a positive light, as it covers a 12-month period where staff experienced significant organisational change. Such changes can often be associated with high sickness rates, but this has not been seen within HEIW.

When looking at the reasons associated with the sickness absence figures, the most common reason for sickness within HEIW is Anxiety/Stress/Depression. This reason accounted for 39% of all sickness taken during April – February 2020. Also looking at the short term and long-term sickness (periods over 28 days), 71% of all sickness is long term. This would correlate with the sickness reason because the 'stress' category normally relates to cases of long-term sickness. Therefore, with low overall sickness absence figures, one long-term case can make a significant impact on the overall absence picture. The most recent monthly figure for February indicates that 42% of the days lost were attributable to the category of 'benign and malignant tumours, cancers' and 25% to 'anxiety/stress/depression'. Both these categories reflect only a very small number of individual, mainly long-term cases that are being managed sensitively and appropriately with involvement from the People Team. Any cases are carefully and sympathetically managed with involvement from the People Team.

Staff Survey & Health Needs Assessment



HEIW undertook a staff survey in January 2019. The response rate was 48%, which was higher than the NHS Wales response rate of 29%. The overall staff Engagement Index for HEIW was 3.88 out of a possible 5. This score can be seen positively because the survey was taken 4 months after the creation of HEIW. Significant organisational change can often be associated with low engagement scores but HEIW engagement score was higher than the Wales average (3.82).

HEIW's success in this area has been recognised by being shortlisted in three categories at this year's Healthcare People Management Association (HPMA) Wales Excellence Awards. The awards, recognise and reward the outstanding work of healthcare and people managers across Wales.

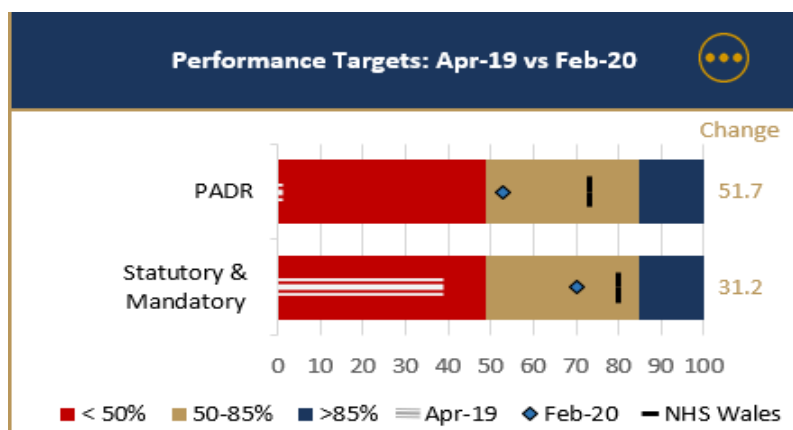
HEIW won in the category 'Colleague Engagement and Experience' for its contribution to empowering staff to create a new culture. The organisation was also highly commended in the category of 'Partnership and Seamless Working' for the new approach to managing attendance at work (in conjunction with workforce and organisational development colleagues, and trade union representatives from all 10 Health Boards and Trusts in NHS Wales).

It has been well documented that staff engagement results in better patient outcomes and the most significant impact on staff engagement is staff health and wellbeing.

The Health Needs Assessment survey was conducted 9 months later in October 2019 and contained the same questions that make up the Engagement Index. The questions in the Staff Survey had a 5-part answer, whilst the questions in the HNA had a 3-part answer, so to allow for comparison, the figures were considered in percentages, with a calculated Engagement Index score of 3.97.

One of HEIW's strategic objectives is to be an exemplar employer and a great organisation to work for. HEIW's Executives and Board has shown its commitment to this in its approach to prioritising budget and resources for staff health and wellbeing and by leading by example by valuing and behaving in a way that supports and empowers staff to prioritise their own health and wellbeing and that of others.

Personal Appraisal Development Review (PADR)

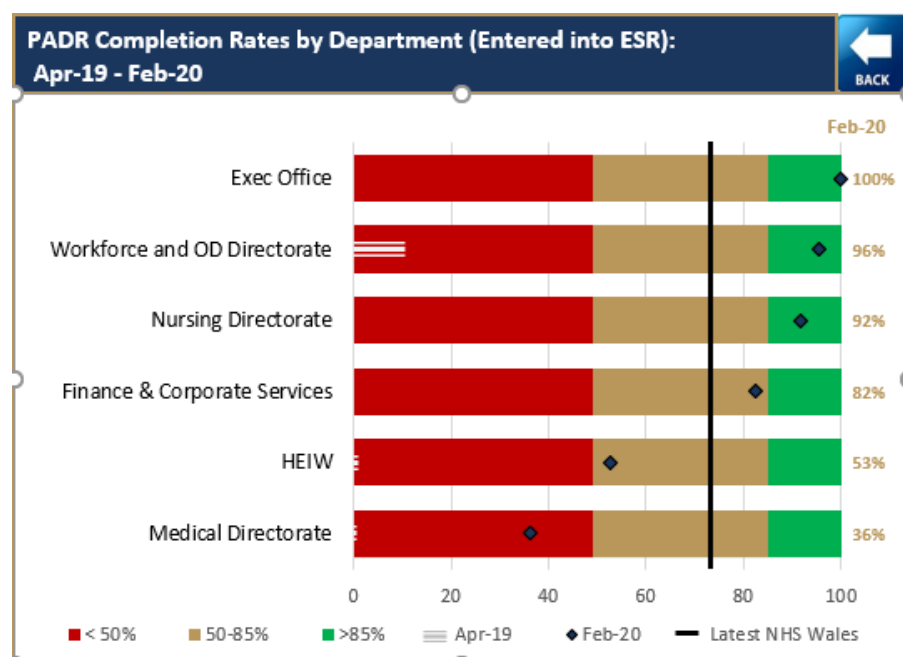


Personal Appraisal Development Review (PADR) forms part of contractual arrangements for all staff. HEIW PADR takes a values-based approach, with the outcome being an agreed personal development plan for ongoing improvement. PADR gives the individual staff member the opportunity to discuss their performance against agreed objectives. The Agenda for Change pay agreement requires confirmation of the PADR taking place to enable ongoing pay progression.

The Welsh Government Compliance target for PADR/Appraisal is 85%, with the data being compiled from the ESR system. This is an agreed measure, which recognises that factors such as long-term sickness, maternity leave, career breaks would mean that 100% compliance is difficult to achieve. Therefore 85% is considered full compliance. In accordance with WG performance guidelines, new starters are excluded from PADR compliance figures for the first 3 months in post. The figure for PADR compliance in HEIW for all core staff (excluding GP Appraisers/Pharmacy Assessors /Facilitators) as at 29th February 2020 is 53%. This is broken down by Directorate as follows:

Note: There are currently 406 HEIW Staff. Of these, 111 people are GP Appraisers and Pharmacy Assessors/Facilitators. Of these 111 people, 8 have more than one role within HEIW, and 104 people in this group work less than 0.3 FTE (full time equivalent) – or a day and half per week. Together these staff equate to just over 14 FTE and are predominantly employed substantively by other healthcare organisations so we would expect their mandatory training and PADR compliance to be registered with these organisations. For the purposes of this report therefore, we have separated the two groups of staff. The narrative in this section refers to the 272 'core' staff unless otherwise indicated as at 30th November 2019.

Appendix A – HEIW Performance Report



The lowest performing directorate is Medical which shows compliance at 36%.

The compliance levels for core HEIW staff for the months December 19 to February 2020 demonstrate an improving trend as follows:

December – 44%

January – 48%

February – 53%

The compliance levels for the Medical Directorate for the months November to January also demonstrate an improving trend as follows:

December – 30%

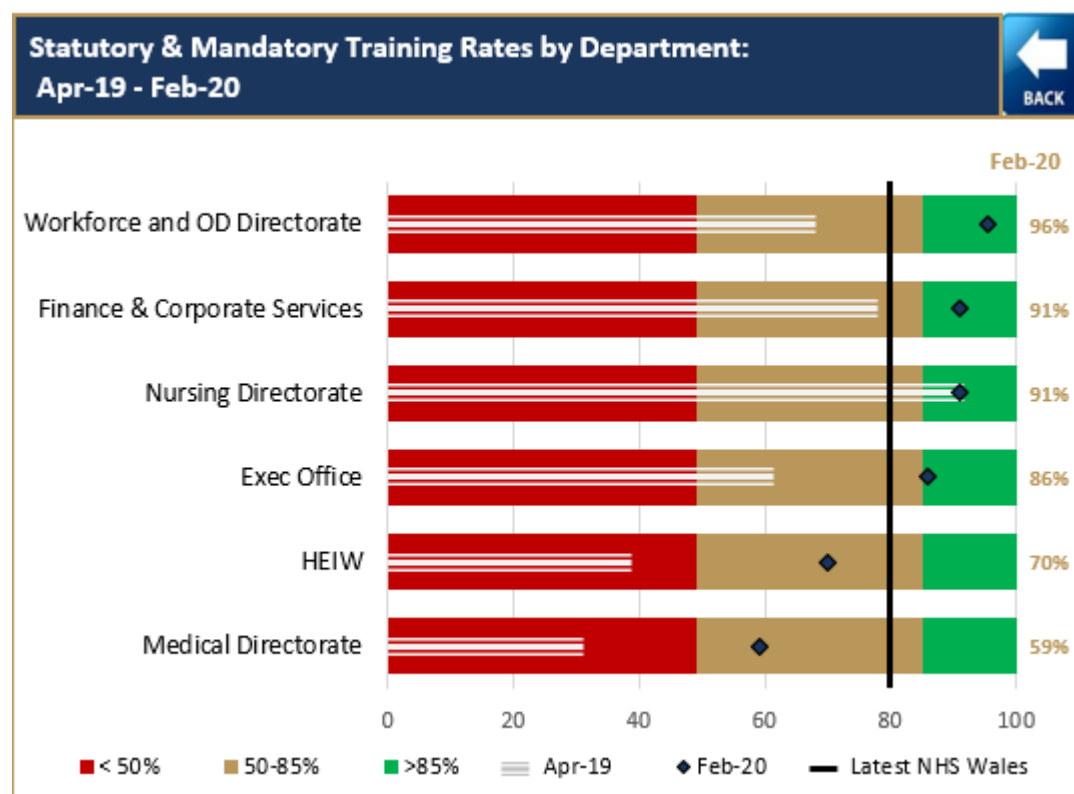
January – 31%

February – 36%

While the People team and the wider Workforce & OD teams are able to support staff in this process, it remains the responsibility of individual managers to ensure that they achieve 85% compliance in PADR for their areas of responsibility.

Statutory & Mandatory Compliance

Note: As in the previous section, the narrative in this section refers to the 'core' staff unless otherwise indicated.



The Welsh Government performance target requires 85% compliance at a minimum level 1 in the 10 UK Core Skills Framework for NHS Staff. These are:

- Equality and Diversity (Treat me Fairly)
- Fire Safety
- Health and Safety
- Infection Control
- Information Governance
- Moving and Handling
- Prevention and Management of Violence and Aggression
- Resuscitation
- Safeguarding Adults
- Safeguarding Children

All learning material related to this level is contained within the ESR system's e-learning content, and completion is automatically updated in the system. The majority of these learning modules require a 3-year refresher period, although specific modules may differ in this. New starters are excluded from this report for the first 3 months in post.

The figure for Statutory and Mandatory Training compliance at HEIW for all core staff (excluding GP Appraisers/Pharmacy Assessors/Facilitators) as at 29th February 2020 is 70%.

To support compliance improvement,

- the NHS Wales agreed e-learning material is available through ESR self-service;
- the e-learning material is also available through internet as well as within the NHS Wales system;
- HEIW study leave policy states that staff must be compliant with statutory/mandatory training prior to attendance at other training;

- from 2020, directorate and department compliance rates will be provided on a monthly basis to SLT and Executive Teams.

While the People team and the wider Workforce & OD teams are able to support staff in this process, it remains the responsibility of individual staff and managers to ensure that they achieve a minimum 85% compliance in statutory/mandatory training requirements.

In respect of PADR and Statutory and Mandatory Training there has been a steady and continuing improvement in compliance levels both at organisational and the level of the Medical Directorate which has been the main outlier. In terms of improvement the focus for support has been on the Medical Directorate and the following actions have taken place to date:

- The issue of low levels of compliance has been flagged by the Senior People Business Partner at the Medical SMT (extended) meetings and reinforced by the Medical Dean at and external to those meetings
- The issue has been flagged by the Senior People Business Partner at the Medical Directorate SLT meeting (February)
- The Senior People Business Partner has held individual meetings with specific managers where compliance is particularly low.
- PADR compliance generally is a regular discussion topic at the OMG meetings
- People Business Partners have provided one to one support to managers in the Medical Directorate in respect of loading completed PADR reviews (dates only) on to ESR

A common theme has been managers finding difficulty in loading PADR data onto ESR. In addition to the support provided above, since October 2019 there have been 4 scheduled formal ESR training sessions (incorporating PADR completion) where a total of 11 managers have been trained (this reflects a very moderate take-up). Where attendance at formal sessions has fallen below 4 people arrangements have been made for one to one training.

In addition, ESR guides have been provided on the intranet and all new staff have been introduced to ESR via induction (23 since January). There will be further meetings with managers, and bite sized training sessions focusing on how to complete PADR on ESR are running weekly throughout March

Work is therefore ongoing to improve compliance levels. Given the nature of this and in respect of the time lag between PADR completion and data then being represented on ESR it is anticipated that a radical shift in compliance levels will not be reflected in ESR data before April.

Welsh Language

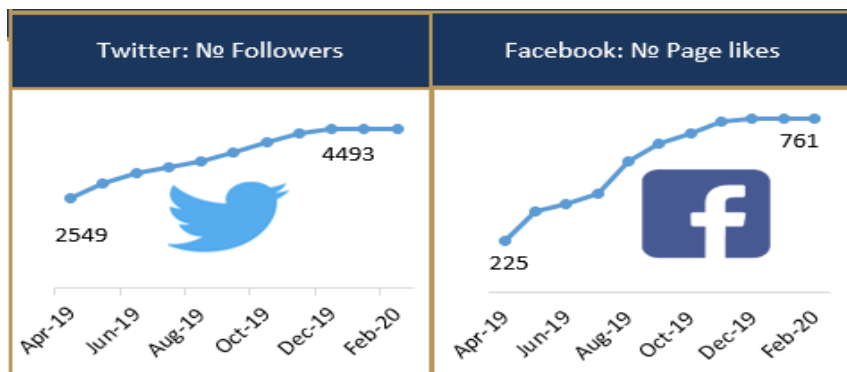
Individuals are able to update their ESR record to log their Welsh competencies in Reading, Writing and Listening/Speaking in Welsh. Of the 406 HEIW staff, 113 individuals have updated their record (27%). Of those who have updated their record, 58.4% have recorded that they have 'No Skills / Dim Sgiliau'.

As with PADR completion dates, every opportunity is being taken to remind staff and managers to complete statutory and compliance training and to update Welsh Language data.

Rollout of ESR Self Service Functionality

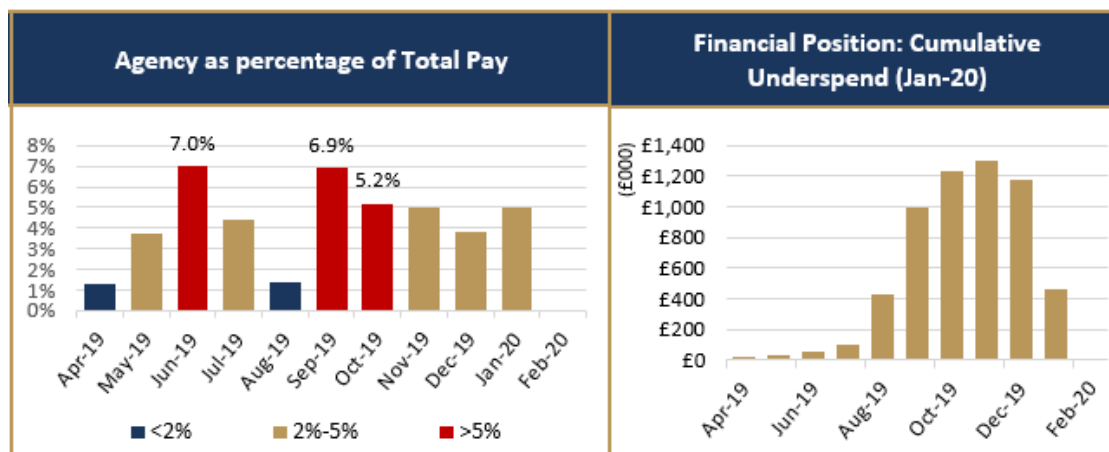
All HEIW staff have access to Employee Self Service and the rollout of Supervisor Self Service was fully implemented in April 2019, with 100% of all employees having a supervisor held within their assignment. In the coming months HEIW will be introducing Manager Self Service functionality in a phased approach. To support this rollout, the Workforce Intelligence team will be working with the People team to ensure staff receive the necessary training in relation to Self Service functionality.

Online Communication/Engagement

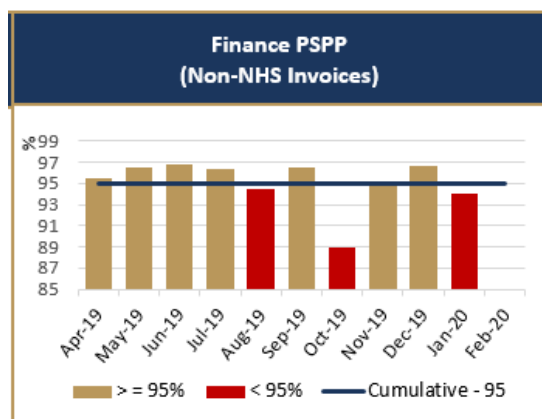


The data shows the increase in numbers of Twitter followers and Facebook page likes during the current financial year. Overall, our scope of engagement is increasing, which is very positive. We are working proactively to increase engagement via these platforms as part of wider communications and engagement planning.

Finance



Appendix A – HEIW Performance Report



A break-even position is forecast at year-end and ongoing discussions are being held with Welsh Government in order to balance this. The £467k underspend to the end of January includes a £2.6m return of funding.

Expenditure on Agency staff reflects the number of vacancies within the organisation. The forecast position at year-end based on cumulative data is 4.7% of total pay costs. This has been reducing throughout the year as posts are filled via recruitment.

The Public Sector Payment Policy Performance target is the payment of 95% of non-NHS invoices within 30 days. HEIW's cumulative position for the financial year is 95% at 31 Jan 2020.

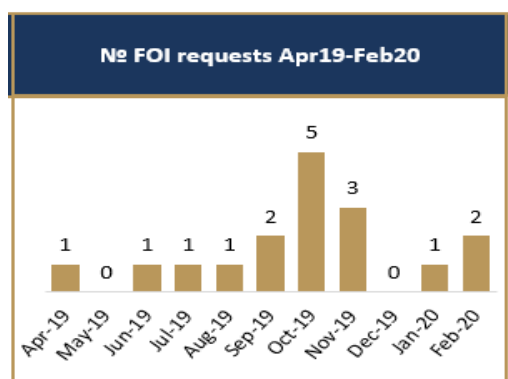
PSPP performance is currently in line with the target and it is anticipated that it will remain at this level at the year-end. Work is ongoing to clear outstanding invoices and invoice holds are now monitored on a daily basis. PSPP data is available at a directorate level and this is being used to identify any problem areas.

Disciplinary & Grievance



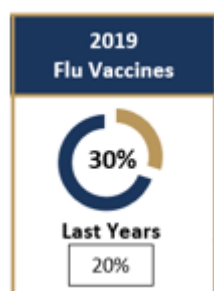
There are have not been any disciplinary or grievance cases in the period.

Freedom of Information Requests



HEIW has received 17 FOI requests between 1 April 2019 and 29 February 2020. 16 responses have been issued within the timescales as set out in the Freedom of Information Act 2000. 1 request remains outstanding but is still within the 20-day timescale for response. The compliance rate (response within the 20-working day deadline) of the requests received between 1 April 2019 and 29 February 20 is 94%. There have been no requests for review.

Flu Vaccines



20% of all HEIW staff had flu vaccines in 2018; in 2019, this increased to 30%. It is important to note that many sessional staff, also employed elsewhere in NHS Wales, may have had flu vaccines with their primary employers.

Health & Safety

Health and Safety	
Mandatory Training (Feb-20)	
Fire Safety	54.3%
Health & Safety	60.1%
Nº of Incidents Apr-19 - Feb20	
	2

Appendix A – HEIW Performance Report

There are 2 health and safety incidents reported/recorded since the last report. RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) not applicable.

The data shows the compliance rate of staff completion of statutory and mandatory training related to health and safety on ESR. Overall compliance is reported under 'Statutory & Mandatory Compliance'.

The roles of Fire Marshal, First Aider, DSE Assessor and PAT tester are currently filled to the required capacity and all role holders have been trained to the level required to undertake the roles.

Training Courses attended (Number of People):

- IOSH Managing Safely (1)
- Legionella Awareness (2)
- DSE Assessor training (1)
- First Aid (1)

Additional information added to the Health & Safety pages on the Intranet, including policies, processes and guidance where appropriate:

- H&S Policy
- Homeworking
- Car Parking
- Temperature
- Manual Handling
- Risk Assessment
- Control of Contractors
- Young Persons
- Incident Reporting

The 4 outstanding policies have now been completed and approved:

- Travelling for work
- Control of contractors
- Risk assessment
- Manual handling

Staff have been alerted to their presence via internal communication.

Risk Assessments

Number of risk assessments completed (3)

Internal Risk Assessments (1) – Risk Assessments completed by HEIW Staff

Litter Picking Event

Number of Actions – 0

External Risk Assessments (2) – Risk assessments completed by external subcontractors with actions for remedial works.

Fire Risk Assessment

Number of Actions – 13

Completed Actions – 13

Awaiting certificate of completion

Appendix A – HEIW Performance Report

Water Risk Assessment

Number of Actions – 8

Completed Actions – 6

END

Appendix i: Performance metrics definitions (draft, 12.03.20)

Recruitment to commissioned places

Percentage of recruitment achieved against commissioned places

Notes:

1. Data will be included in the relevant Board report according to availability for each profession (submission date to Planning & Performance included in brackets below)
2. Data will be labelled 'initial', 'intermediate' (for GP, Secondary Care and Nursing only) and 'actual', as shown below

	Initial	Intermediate (1)	Intermediate (2)	Actual
GP	Following 1 st round recruitment (April)	Following re-advertising of 1 st round recruitment (June)	Following 2 nd round recruitment (Nov)	Once trainees in post (2 nd Weds in Aug)
Foundation	Following national recruitment, once offers accepted (April)	N/A	N/A	Once trainees in post (Aug)
Secondary Care – Intake 1	Following 1 st round recruitment (includes 1 st round re-advert) (May)	N/A	Following 2 nd round recruitment (May, for different posts to initial figure)	Once trainees in post (Aug/Sept, depending on specialty)
Secondary Care – Intake 2 (round 3 – Feb start)	Following recruitment (Oct/Nov, depending on specialty)	N/A	N/A	Once trainees in post (Feb/Mar, depending on specialty)
Nursing	Following 1 st intake (end Oct)	Following 2 nd intake (end May)	N/A	Once students have started the programme: 1 st intake (end Jan); 2 nd intake (end June)
Midwifery	Following 1 st intake (end Oct)	N/A	N/A	Once students have started the programme (end Jan)
Allied Health Professionals	Following 1 st intake (end Oct)	N/A	N/A	Once students have started the programme (end Jan)
Healthcare Scientists	Following 1 st intake (end Oct)	N/A	N/A	Once students have started the

Appendix A – HEIW Performance Report

				programme (end Jan)
Pre-Registration Pharmacy	Following 1 st intake (May for Sept start - tbc)	N/A	N/A	Once students have started the programme (Oct - tbc)
Pharmacy Diploma	Following 1 st intake (May for Sept start)	N/A	N/A	Once students have started the programme (Oct)
Pre-Registration Pharmacy Technicians	Following recruitment by HBs, which varies (Mar)	N/A	N/A	Once inductions have been held by HBs (following April/May)
Dental Foundation	Following annual national recruitment (July for Sept start)	N/A	N/A	Once trainees have started the programme (Oct)
Dental Core	Based on accepted offers for DC1, DC2 and DC3 (national recruitment – July; local recruitment – Dec)	N/A	N/A	To take account of late local offers and any withdrawals (Jan, following Sept start)
Dental Specialty (exc. Orthodontics)	Following local recruitment (as available)	N/A	N/A	Once trainees in post (Oct)
Dental Specialty - Orthodontics	Following national recruitment, once offers accepted, plus offers accepted from local recruitment (July)	N/A	N/A	Once trainees in post, which varies (update annually in May)

In training

Percentage of trainees/students currently on training programmes (excluding out of placement trainees)

[development of this metric in progress]

Health Education and Improvement Wales Performance Dash Board (2019/20)

HEIW Strategic Objectives as at Feb-20

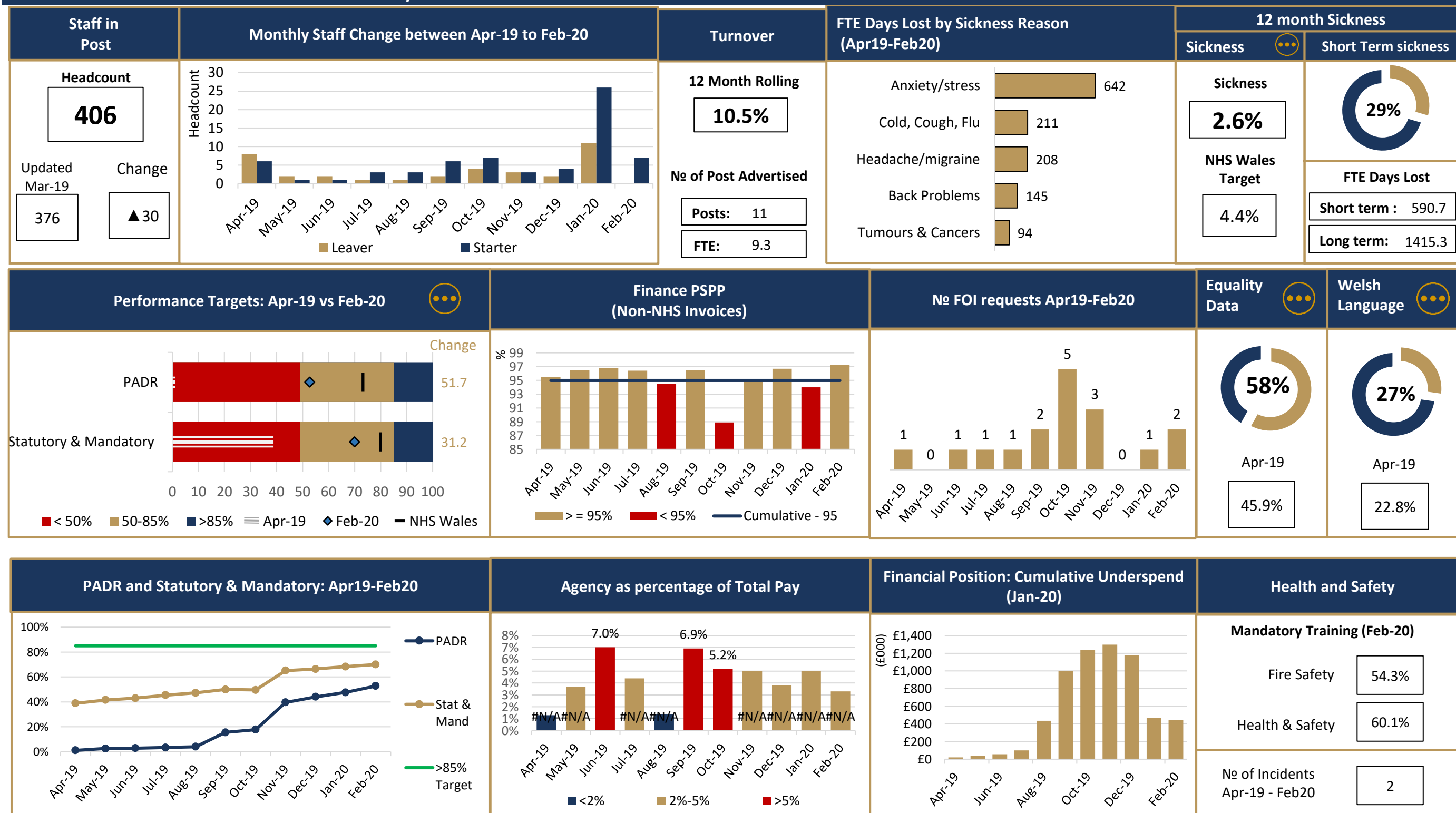
Health Education and Improvement Wales - Remit Letter 2019-20	Obj1: As a new organisation establishing HEIW as a valued and trusted partner, an excellent employer and a reputable and expert brand	Obj2: Building a sustainable and flexible health and care workforce for the future	Obj3: With Social Care Wales shaping the workforce to deliver care closer to home and to better align service delivery	Obj4: Improving quality and safety by supporting NHS organisations find faster and more sustainable workforce solutions for priority service delivery challenges	Obj5: Improving opportunities for use of technology and digitalisation in the delivery of education and care	Obj6: Reinvigorating leadership development and succession planning across health and social care in partnership with Social Care Wales and Academi Wales	Obj7: Demonstrating value from investment in the workforce and the organisation
RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN	RED AMBER GREEN
0 1 5	0 2 0	0 5 2	1 1 1	0 6 0	0 3 0	0 3 0	1 0 0

Departmental Information

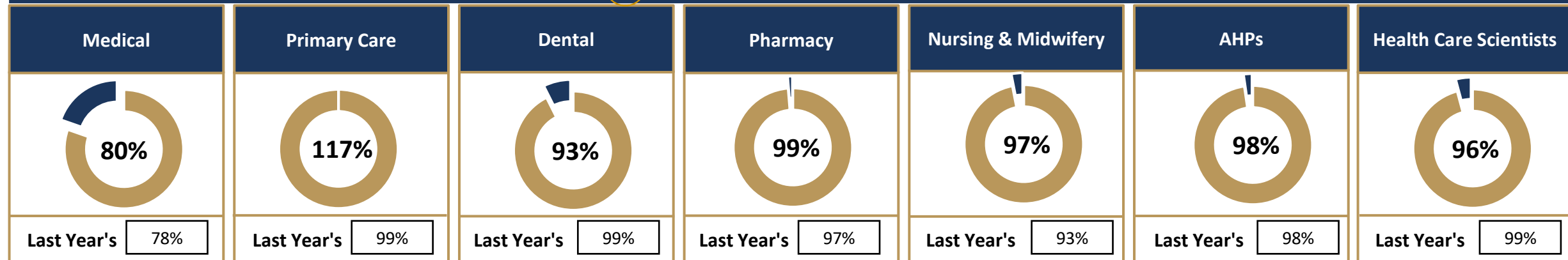
Annual Review Of Competency Progression (Apr19 - Feb 20)	Nº of Revalidation Appraisals Completed Apr19 - Feb20	Quality Management: Targeted Visits - Feb-20	Professional Support Unit (Feb-20)	People Team (Feb-20)
Dental Specialty Dental Core Training Dental Foundation Foundation Secondary Care General Practice 0% 20% 40% 60% 80% 100% Completed Dev required Unsatisfactory OOP Total 19 59 141 751 1753 485	MARS 3613 Primary Care - MARS 2156 Nº of Completed Review Visits, this 15	Monitoring Progress 11 De-escalated 5 Planned 3 Concerns 2	Reason for Visits Health 194 ARCP outcome 73 Passing Exam 69 Training Progression 37 GMC Referral 4 Active Cases 377 Referrals to Hammet Street 188	Disciplinary & Grievance 0 No Complaints 0

Trainee Progression Governance: Nº of Reviews	Face to Face & Online CPD Activity (Top 3 Dept. Actual Attendees) : Apr19-Feb20	Online Communication / Engagement
2018 (Jan – Dec) 2019 (Jan – Dec) 2020 (Jan - Mar) 3 6 9 2 1 Decisions maintained Decisions changed Total number of Hearings 2018 2019 2020 4 4 0	6997 285 1810 1418 1191 0 Dental Pharmacy RSU Face-to-Face Online	Twitter: Nº Followers 2549 4493 Apr-19 Jun-19 Aug-19 Oct-19 Dec-19 Feb-20 Facebook: Nº Page likes 225 761 Apr-19 Jun-19 Aug-19 Oct-19 Dec-19 Feb-20 RSU Online page hits: as at Feb-20 7937 15196 Apr-19 Jun-19 Aug-19 Oct-19 Dec-19 Feb-20

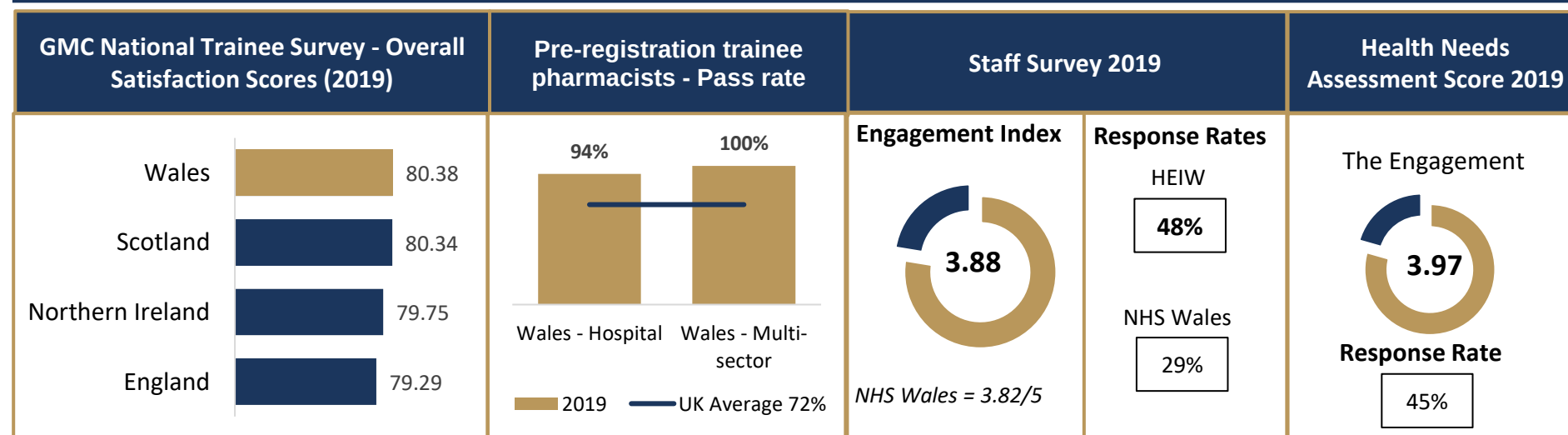
HEIW Workforce Performance Metrics - February 2020



Recruitment to Commissioned Places (Recruitment Rate) - Feb-20



Benchmarking Information - 2019





GIG
CYMRU
NHS
WALES

Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad Cyfarfod	26 Mawrth 2020	Eitem Agenda	4.3
Teitl Adroddiad	Cofrestr Risg Corfforaethol		
Awdur Adroddiad	Kay Barrow, Rheolwr Llywodraethu Corfforaethol		
Noddwr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Cyflwynwyd gan	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Mae'r adroddiad hwn yn rhoi trosolwg o broffil y risgiau a gaiff eu hasesu fel y risgiau allweddol i sicrhau bod AaGIC yn cyflawni ei amcanion strategol yn llwyddiannus o fewn y Cynllun Blynyddol. Mae hefyd yn darparu dull cychwynnol o nodi'r risgiau a grëwyd gan y pandemig COVID-19.		
Materion Allweddol	Yr adroddiad: - yn rhoi'r wybodaeth ddiweddaraf am y sefyllfa bresennol mewn perthynas â'r gofrestr risgiau corfforaethol a atodir yn Atodiad 1; - yn cadarnhau'r sgôr is o un risg a ailasesir; - cadarnhau bod un risg yn cael ei hasesu ar hyn o bryd fel 'coch'; - cadarnhau bod un risg yn cael ei asesu ar hyn o bryd fel 'gwyrdd' - yn cadarnhau bod dwy risg newydd; - yn darparu dull cychwynnol o nodi'r risgiau a grëwyd gan y pandemig COVID-19.		
Camau penodol (Rhowch un ✓ yn unig)	Gwybodaeth	Trafodaeth	Sicrwydd
			Cymeradwyo ✓
Argymhellion	Gofynnir i'r Bwrdd: Nodi cynnwys yr adroddiad at ddibenion sicrwydd.		

COFRESTR RISG CORFFORAETHOL

1. CYFLWYNIAD

Gofynnir i'r Bwrdd nodi'r sefyllfa gyfredol o ran y Gofrestr Risg Gorfforaethol (**Atodiad 1**) fel yr amlinellir yn yr adroddiad hwn ynghyd ag ystyriaeth ar wahân o'r risg a achosir gan y pandemig COVID-19.

2. CEFNDIR

Mae'r gofrestr risg gorfforaethol yn cyd-fynd â'r amcanion a nodir yn y Cynllun Blynyddol ar gyfer 2019/20 ac unrhyw feysydd eraill sy'n wynebu risg gynhenid. Caiff pob risg o fewn y Gofrestr Gorfforaethol ei dyrannu i Gynllun Blynyddol penodol neu Amcan llythyr cylch gorchwyl yng ngholofn chwith y gofrestr.

Ystyrir y risg sy'n gysylltiedig â pandemig COVID-19 ar wahân ym mharagraff 3.2 isod.

3. ASESIAID

3.1 Y Gofrestr Risg Gorfforaethol

Ers y cyfnod adrodd diwethaf, mae 26 o risgiau ar y Gofrestr Risg Gorfforaethol ar hyn o bryd. Mae'r risgiau hyn wedi'u hasesu fel a ganlyn: un statws coch, 24 o statws oren ac un gwyrdd.

Manylir ar yr un risg goch isod;

Risg 28 – Seiberddiogelwch: Os nad yw AaGIC yn sicrhau bod pob cam rhesymol yn cael ei gymryd mewn perthynas â seiberddiogelwch, gall fod yn agored i doriad data, dirwyon posibl o Swyddfa'r Comisiynydd Gwybodaeth a chyhoeddusrwydd gwael cysylltiedig. Cymeradwyodd y Tîm Gweithredol yr argymhellion o fewn Adroddiad Asesiad Diogelwch Seiber AaGIC ar 23 Hydref 2019 sydd wedi eu gweithredu neu wrthi'n cael eu rhoi ar waith. Mae'r broses o recriwtio i swydd Pennaeth Seiberddiogelwch yn parhau ar hyn o bryd.

- **Risg gyda Sgôr Uwch:** Dim
- **Risg gyda Sgôr Gostyngol:**

Risg 10 – Telerau ac Amodau Bwrsariaeth y GIG: Os yw myfyrwyr yn anhapus â chael anfoneb i ad-dalu rhan o'u bwrsariaeth GIG neu'r cyfan ohoni, gallai achosi niwed ariannol ac emosiynol sylweddol i'r unigolion. Gallai hefyd fod yn ffynhonnell gyhoeddusrwydd anffafriol i AaGIC. Ym mis Mehefin 2019, cadarnhaodd Llywodraeth Cymru fod angen i AaGIC adennill cyllid gan fyfyrwyr yn groes i Delerau ac Amodau'r fwsariaeth. Oherwydd effaith y penderfyniad hwn, ailaseswyd y risg a'i huwchraddio o 'ambr' i 'coch'. Codwyd y mater hwn gydag arweinwyr polisi Llywodraeth Cymru a pharatowyd papur briffio Gweinidogol i'r Gweinidog ei ystyried. Ym mis Chwefror 2020, cafwyd cadarnhad ffurfiol o'r penderfyniad na fydd gofyn i fyfyrwyr sy'n gadael rhan

o'r ffordd drwy gwrs ad-dalu'r fwrariaeth. Mae'r risg wedi cael ei hailasesu a'i hisraddio i 'gwyrdd'.

Risgiau newydd

Risg 32 – Effaith y Newidiadau i'r Llwybr Hyfforddiant Meddyginiaethau Mewnol: Os, oherwydd y newidiadau i'r llwybr hyfforddiant meddyginiaethau mewnol (gan symud o 2 flynedd i 3), ni lwyddodd Cymru i recriwtio i'r swyddi gwag ST3 ar gyfer mis Awst 2021 gallai hyn effeithio ar darparu gwasanaethau ar draws unedau Meddygol gan arwain at effaith uniongyrchol ar ofal cleifion. Aseswyd hyn yn wreiddiol fel sgôr o 12 ac mae'n risg 'ambr'.

Risg 33 – Effaith y Newidiadau i'r Llwybr Anaestheteg: os oherwydd y newidiadau i'r llwybr Anaestheteg (symud o 2 flynedd i 3) lle newidir swyddi ST3 i CT3 heb unrhyw fynediad i ST3 ar gyfer mis Awst 2021 mae swyddi gwag yn digwydd na ellir eu recriwtio i wasanaethu, gallai hynny effeithio ar y gofal a ddarperir i gleifion. Aseswyd hyn yn wreiddiol fel sgôr o 9 ac mae'n risg 'ambr'.

3.2 Risgiau yn codi o bandemig COVID-19

Manylir ar y risgiau lefel uchel i AaGIC sy'n deillio o COVID-19 isod. Y bwriad gwreiddiol oedd alinio'r Gofrestr Risg Corfforaethol o fis Ebrill i IMTP AaGIC. O ystyried yr amgylchiadau presennol mae'r GRC i ganolbwyntio ar y risgiau sy'n cael eu creu gan COVID-19. Bydd asesiad manylach o'r risg yn cael ei gyflwyno i'r Pwyllgor Archwilio a sicrwydd ar 1 Ebrill.

Nodwyd y risgiau allweddol fel a ganlyn:

- yn gysylltiedig â chynnydd/cwblhau addysg a hyfforddiant i fyfyrwyr a hyfforddeion cyfredol;
- effaith oedi o ran hyfforddiant ar y llif o staff newydd gymhwyso'r GIG yn y dyfodol;
- recriwtio/lleoli cyfraddau addysg a hyfforddiant yn y dyfodol;
- yn gysylltiedig â goblygiadau ariannol cynlluniau e.e. oedi mewn rhaglenni hyfforddiant addysg, cyllidebau absenoldeb astudio ac ati;
- yn gysylltiedig â rhaglenni newid mawr cyfredol sydd ar y gweill e.e. hyfforddiant meddygon teulu a fferylliaeth cyn cofrestru;
- yn gysylltiedig â chyflawni rhaglenni gwaith newydd yn yr IMTP;
- yn gysylltiedig â lles staff AaGIC.

4. MATERION LLYWODRAETHU A RISG

Mae rheoli risg drwy'r Gofrestr Risg Corfforaethol yn offeryn craidd ar gyfer llywodraethu risg o fewn AaGIC.

5. GOBLYGIADAU ARIANNOL

Mae rheoli risg drwy'r Gofrestr Risg Corfforaethol yn un o swyddogaethau craidd AaGIC fel Awdurdod Iechyd Arbennig. Ni ragwelir unrhyw oblygiadau cost ychwanegol.

6. ARGYMHELLIAD

Gofynnir i'r Bwrdd;

- **Nodi'r** diweddariad a geir yn yr adroddiad hwn ar gyfer sicrwydd.

Llywodraethu a Sicrwydd				
Cyswllt ag amcanion corfforaethol (✓ ogydd)	Fel sefydliad newydd sy'n sefydlu AaGIC fel partner gwerthfawr y gellir ymddiried ynddo, sy'n gyflogwr rhagorol ac yn frand ag enw da ac arbenigol	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg ar gyfer y dyfodol.	Gyda Gofal Cymdeithasol Cymru yn siapio'r gweithlu i ddarparu gofal yn agosach i'r cartref ac i gysoni darpariaeth y gwasanaeth yn well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy i'r gweithlu ar gyfer heriau darparu gwasanaethau â blaenoriaeth.
	✓			
	Gwella cyfleoedd i ddefnyddio technoleg a digidoli wrth ddarparu addysg a gofal.	Adfywio'r broses o ddatblygu arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Cymru	Dangos gwerth o fuddsoddi yn y gweithlu a'r sefydliad.	
Ansawdd, Diogelwch a Phrofiad y Claf				
Y Gofrestr Risg Corfforaethol yw'r offeryn craidd i sicrhau rheoli risg effeithiol o fewn AaGIC. Mae dull cadarn o reoli risg yn fwy tebygol o effeithio'n ffaithiol ar ddiogelwch a phrofiad cleifion a staff.				
Goblygiadau Ariannol				
Mae rheoli risg drwy'r Gofrestr Risg Corfforaethol yn un o swyddogaethau craidd AaGIC fel Awdurdod Iechyd Arbennig. Ni ragwelir unrhyw oblygiadau cost ychwanegol.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
d/d				
Goblygiadau Staffio				
Nid oes unrhyw oblygiadau staffio ychwanegol.				
Goblygiadau hirdymor (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.)				
Y Gofrestr Risg Corfforaethol yw arf craidd AaGIC ar gyfer rheoli risg yn y dyfodol.				
Hanes yr Adroddiad	Cyflwynir y gofrestr risg i'r Bwrdd ddwywaith y flwyddyn.			
Atodiadau	Atodiad 1 – y Gofrestr Risg Corfforaethol			

March HEIW Corporate Risk Register

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	1. Obj. 1	If staff do not integrate effectively as part of the new organisation this could affect delivery of the annual plan commitments resulting in poor performance and reputational damage. DIRECTOR OF WORKFORCE & OD	4	4	16	- Co-production with staff of a People and OD strategy by the autumn of 2019 - Execs and SLT to maximise opportunities for matrix working, and to encourage staff to work across - Culture Champion Group to monitor and feedback - Review of structures 1 year on to ensure they support integrated working.	4	3	12		Work underway across all actions to mitigate this risk. More to be done on use of the physical space within Ty Dysgu as some issues emerging that may be working against better integration. People & OD strategy engagement & development well underway.

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	2. Obj. 1	If the values and behaviours framework is not effectively embedded in the organisation this could impact on morale, engagement and reputation affecting service delivery and reputation. DIRECTOR OF WORKFORCE & OD	4	3	12	- Refresh of the action plan for embedding values & behaviours framework into core business - People and OD strategy to reinforce the importance and expectations on all staff - Response to staff survey is framed in context of our values and behaviours and is seen to be acted upon.	3	3	9		Work in hand; stock take on progress scheduled for October 2019. Values based appraisal system implemented from April 2019.

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	3. Obj 1	If the organisation does not have effective programme and project management capacity and expertise this may impact on delivery of the annual plan objectives and result in failure to deliver agreed commitments and levels of performance. DIRECTOR OF CORPORATE SERVICES	4	3	12	- Identified as a priority area for training in 2019-20 from initial observations in relation to submission and preparation of project plans to deliver annual plan objectives - Training in project management to be sourced and rolled out - Skills assessment to be undertaken as part of a HEIW TNA to identify prior learning/expertise - Best practice examples to be highlighted and shared.	3	3	9		Limited progress to date due to capacity. Further discussion with interim DoFCS in coming month. Structures being reviewed to support process. Engagement with All Wales Procurement exercise to consider merits of investment in Project Management software Awaiting completion of Procurement exercise undertaken on an All Wales basis. Executive approval given to take forward option to support IMTP implementation and progress

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	4. Obj 1	If the role and functions of HEIW are not fully understood this may impact on engagement and involvement in delivery of objectives, and lead to a mismatch between ambitions and expectations, and reputational damage. DIRECTOR OF WORKFORCE & OD	4	3	12	- Publication of the Comms & engagement strategy and implementation plan early 2019-20 - Regular stakeholder bulletins - Targeted comms highlighting specific activities and projects - Execs and staff to maximise opportunities to engage and spread understanding. - X2 successful national stakeholder events held Autumn 2019 with feedback reported and being used for to inform future plans - HEIW Roadshow	3	3	9		Strategy published and in place. Regular bulletins being prepared & distributed. HEIW Roadshow is continuing to visit NHS sites across Wales meeting students, trainees, mentors, trainers and educators. Feedback from all activities used to inform future engagement plans. HEIW information stand going out to events to increase awareness. Mini promotional campaign being planned for Spring 2020. HEIW individual branding and style guide to be introduced to help build organisation awareness.

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		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	5. Obj 1	If the relationship with the NHS is not effective this will impact on HEIW service delivery and implementation of the annual plan. DIRECTOR OF WORKFORCE & OD	4	3	12	- Implementation of the Comms & engagement plan for 2019-20 - Regular stakeholder bulletins - Execs to be active members of peer networks and national groups - Proactive engagement with NHS organisations including as part of the development of our IMTP and through the annual planning cycle - Understanding of NHS to continue to be a theme through staff events and training in 2019.	3	3	9		See above. Plus, all execs are now regularly attending peer networks. Ops to support national programmes are clear and allocated to key individuals within the organisation Engagement with NHS orgs has been built into our IMTP process for this year.

HEIW Corporate Risk Register – Updated March 2020

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	6. Obj 1	If the interface with WG is not clear this could impact on delivery and reputation, and could undermine a good relationship with WG. CHIEF EXECUTIVE	5	4	20	- Regular 1:1s with DG - Regular 1:1s with policy leads - Quality and delivery meetings start on 23 September - Regular JET meetings - Agreed plans and remit letter.	4	3	12		Quality and Delivery meetings commenced on 23 September which will provide a regular forum for addressing the interface, reducing the probability of this risk.

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	8. Obj 1	If HEIW doesn't have sufficient capacity & capability, there is a risk of delay in clearing the job evaluation backlog/appointing to remaining vacancies in the organisational structure, with a consequent impact on delivery of plans and objectives. DIRECTOR OF WORKFORCE & OD	5	4	20	This requires: • additional short-term HR capacity to be secured by HEIW to support the initial peak in recruitment & HR activity over the next 6 - 12 months • substantive recruitment to be progressed to HR roles asap. Prioritisation of work for People team including recruitment activity. • investment in training managers across HEIW in job evaluation and job design • Trade Union partners to agree to support local JE panels.	4	2	8		Internal job evaluation panels commenced in March and have run regularly since then with support from staff representatives and partners. The backlog of job evaluation was finally cleared in September and that has enabled recruitment to be commenced in large volumes. Managers and People Team staff have been trained to undertake online recruitment processes and/or be panel members. Significant improvement in the number of vacancies stuck in the JE pipeline and recruitment campaigns undertaken has been reported to exec team monthly. Volumes have now reached 'steady state'

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Jun 2019	9. Obj. 1	If Staff do not comply with Welsh Language Legislation, then HEIW could be subject to Welsh Language Commissioner Investigations and ultimately a potential fine , reputational damage and decrease in staff morale. Instructing external translators is currently challenging due to increased demand for their work. BOARD SECRETARY	4	5	20	- Set up staff group to increase awareness and address concerns of generic staff groupings - Set up ongoing Communication and Engagement programme to highlight specific risk areas with solutions - Identify 10 highest risk areas and report regularly against these - Set up training and awareness sessions against the highest areas of risk - Proposals presented to the NHS's Heads of Communication Group in respect of improving translation provision.	4	2	8		Progress being made to embed the Welsh Language Policy within HEIW.

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Apr 2019	10. Obj. 1	If students are unhappy with receiving an invoice to repay part or all of their NHS Bursary it could cause significant financial and emotional harm to the individuals. It could also be a source of adverse publicity for HEIW DIRECTOR OF NURSING	4	4	16	- HEIW to work with professional bodies and student groups - Develop a clear communication plan - Clarify T&C of the contract renewal - Develop sensitive processes to deal with the requests for reimbursement	4	1	4		Procedures and protocols are being developed. Meeting held with WG on the 4.12.2019 where it was agreed in principle that the payback of cost would only apply to students who qualify and do not fulfil their commitment to work in Wales. HEIW have received confirmation in writing from WG 6.2.2020 of the decision that students leaving part way through a course will not be required to repay the bursary.

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		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	12. Obj 2	If current approaches to professional boundaries remain this will affect HEIW's ability to transform approaches to workforce planning, development and education. DIRECTOR OF NURSING/ MEDICAL DIRECTOR	4	4	16	- HEIW Execs to be an active member of executive peer groups - Ensure learning opportunities are multi-professional - Ensure the HEIW annual plan includes areas of work which challenge professional boundaries, e.g. promotion of delegation guidelines, Development of advanced practice/extended skills, roll out behavioural science approach etc.	3	3	9		Actively engaging with Peer groups and through HEIW work programme to influence and challenge. Early discussions with Universities to encourage Multiprofessional Undergraduate Education

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Apr 2019	13. Obj. 2	If the quality of postgraduate medical education is not maintained this could impact on patient safety and quality as well as recruitment into education programmes in Wales. MEDICAL DIRECTOR	3	3	9	- Maintained previous levels of scrutiny by methods sanctioned by the GMC - Engage with GMC to review QA process and act as pilot site for review. - Ensure effective communication of high-risk areas to CEO and MDs of Health Boards and Trust.	3	3	9	Ongoing risk Core Business	GMC QA Pilot ongoing HEIW training role related to recent issues in one Health Board communicated to all CEOs, CMO and CNO.

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Apr 2019	14. Obj.2	If universities review their provision of UG programmes and determine to withdraw from the market this will impact on HEIW's ability to deliver commissioned numbers and impact on workforce planning for NHS Wales. DIRECTOR OF NURSING	4	4	16	- Ensure active communication with HEI to understand their priorities and challenges - Through the contracting process work with universities to ensure they are adequately funded for the programmes Work with education providers to determine what other alternatives are possible.	3	3	9		HEIW engaging with universities and all current programmes will continue to be delivered until 2022 as a minimum. The work surrounding the new contract and "lotting" strategy should minimise this risk beyond 2022.

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Apr 2019	16. Obj.2	If the Strategic Review of Health Professional Education does not meet the timescale and future aspirations as agreed by HEIW, this will impact on the quality and suitability of education in the future. DIRECTOR OF NURSING	5	3	15	- Ensure robust project management arrangements are in place - Secure additional resource for the project - Ensure robust stakeholder engagement - Ensure it links to the 10 year health and social care workforce strategy.	4	3	12		Project plans are in place and on target to undertake the procurement of health professional education. Engagement with HEI and HB/Trusts currently underway. 10.3.2020 the spread of COVID 19 is likely to challenge the current time scale to go out to tender for these contracts, however there is scope within the timescale to push this back by 3-4 months if needed

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Apr 2019	20. Obj.2	Apprenticeship Frameworks If Welsh Government do not provide a means for the newly developed health qualifications to be recognised within Apprenticeship frameworks, health care staff will continue to undertake outdated qualifications as part of their apprenticeship. DIRECTOR OF NURSING	3	4	12	Working with WG to develop for health apprenticeships to be revised and updated.	3	3	9		Group set up. Right staff engaged and processes being updated.

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Apr 2019	21. Obj 3	If the relationship with Social Care Wales is not effective, then this could impact on delivery of key priorities for A Healthier Wales, and in particular the delivery of the workforce strategy which is a high-profile commitment. CHIEF EXECUTIVE	4	3	12	- Joint exec team and joint Board meetings twice a year 1:1 meetings between CEOs - Joint steering group for development and delivery of the health & care workforce strategy, as well as underpinning operational management groups.	3	3	9		Agreed actions continue.

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Apr 2019	22. Obj 3	If the Workforce Strategy for Health and Social Care does not meet expectations this will impact on reputation and future delivery. DIRECTOR OF WORKFORCE & OD	4	4	16	- Joint steering group chaired by CEOs - Clear project plan and reporting - Additional capacity in terms of consultants - Significant engagement periods built into the programme to develop ownership, buy-in and understanding.	4	3	12		Actively engaging with partners, stakeholders and staff. Significant activity underway during consultation phase. Project on course. Final draft strategy completed and signed off by HEIW and SCW Boards. Final draft strategy submitted to Welsh Government on 20th December 2019 – awaiting their feedback.

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		Details of risk If...then... impact...	Impact	Probability	Overall Score	Summary of action to date or proposed action to reduce risk impact or proximity	Impact	Probability	Overall Score	R/A/G & trend	
Apr 2019	23. Obj 5	If the loss of Eduroam portal provision following transition out of Cardiff University is not addressed by an effective replacement, it will impact on trainees and trainers ability to undertake and complete appropriate training through a dedicated internet connection. Risk of reputational risk to Wales and Welsh offer. CHIEF EXECUTIVE	5	4	20	- WG and NWIS aware of the issue and working on an amendment to GOVROAM to address our needs and the specific authentication requirements which were previously facilitated by Cardiff University. - We are continuing to monitor and press WG for a solution, and will escalate to the CEO NHS Wales as appropriate - Communications with trainees and trainers are being handled through consistent messaging - Positive meetings facilitated with NWIS and JISC to highlight the benefits and added value Eduroam provides over GOVROAM .	4	3	12		CEO held meeting with Director of NWIS and WG to agree position and actions on 2 July. Following consultation with WG and NWIS we are engaging with Eduroam with a view to entering into a new Eduroam license. NWIS completed and have approved infrastructure design to support Eduroam rollout. Awaiting build of servers to support authentication. Planned testing and confirmation of go live date due end September/Early October depending on time taken to build infrastructure. Infrastructure built and pilot undertaken with a number of specialities across Health Board locations. Further rollout expected during February Working with Health Board IT teams to resolve technical issues impacting on availability.

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Apr 2019	25. Obj 7	If there is no agreement on the future arrangements for allocation of SIFT this could undermine HEIW's ability and levers to redesign education. INTERIM DIRECTOR OF FINANCE	5	3	15	- Work closely with WG colleagues to progress SIFT discussions - Participate in the development of proposals for the future allocation of SIFT - Use lessons and experience from across UK to inform plans - Ensure that the plans are confirmed and agreed prior to transfer to HEIW.	4	2	8		This is discussed as a regular item during interface meetings with WG IMTP Submission proposes that in 2020/21, discussions are held re the transfer of SIFT resources to HEIW in 2021/22 FY. Transfer of Infrastructure SIFT resources to C&V UHB allocation enacted in 20/21 FY Resource Allocation Letter.

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Jul 2019	26. Remit Letter	If 80 new DN are not recruited to NHS Wales by summer 2020 it could affect plans for strengthening primary and community services. DIRECTOR OF NURSING	4	4	16	- Revisit original plan agreed with WG - Meeting with WG on the 22.7.2019 - Review projected expenditure and develop additional options - Discuss with DON to raise profile and gain support - Continue to work with Health Boards to encourage an increased uptake.	4	3	12		Meetings and correspondence over the summer indicate progress towards the target. It is anticipated that over 50 new DN will be trained however significant level of education going into the community nursing workforce which will be highlighted as well as the DN qualified staff.

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Nov 2019	27. Obj 1	If the capacity in the People Team is not addressed there is a risk of delay in progressing 'desirable' policies and practices and levels of service provided to managers and staff, with a consequent impact on reputation of & confidence in the team. DIRECTOR OF WORKFORCE & OD	4	4	16	This requires: • additional short-term HR capacity to be secured to support the current gaps • substantive recruitment to be progressed to HR roles asap • prioritisation of work for People team including recruitment activity • communication with managers and staff throughout HEIW	4	3	12		Interviews held w/c 4th November for HR Business Partner; agreement given to appoint 2nd individual from BP recruitment campaign Experienced new starter joined 4/11/19 Discussions with TUS re solutions & prioritisation Execs asked to brief staff on turnover and gaps in People Team and asked to cascade to their teams.

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Nov 2019	28. Obj 5	If HEIW does not ensure that all reasonable steps are taken in respect of cyber security it may be vulnerable to a data breach, possible fines from the Information Commissioner's Office and associated bad publicity. DIRECTOR OF WORKFORCE & OD	5	5	25	This requires the implementation of recommendations highlighted within HEIW's Cyber Security assessment report.	5	4	20		Executive team approved the recommendations within HEIW's Cyber Security assessment report on 23 October which have or are being implemented. Action plan being worked through where applicable Board Development session planned for End February Job Description being finalised to enable recruitment Working with procurement to ascertain potential consultancy services Action plan is being worked through where applicable. Initial successful agency recruitment, however individual left to pursue a permanent option. Further agency support to be considered. 12 applications for permanent role received –Shortlisting to be completed with interviews scheduled for 30 March.

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Nov 2019	29. Obj. 1	If HEIW does not ensure that all of its contracts are, where appropriate renewed, within the contract term there is a risk that a supplier may withdraw from a contract at short notice which may impact HEIW's services. BOARD SECRETARY	4	4	16	A Contract and Agreement Register has been compiled to provide assurance in respect of contract management. The Contracts and Agreement Register shall be used as a tool to ensure that contracts are renewed within the contract term. The Corporate team supported by procurement and legal and risk will put together a clear procedure to support HEIW's contract renewal process.	4	3	12		

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Dec 2019	30. Obj 2	If the Welsh Government change the NHS Bursary Policy for 2023/24 and beyond it could impact on the contract procurement process which has been initiated. DIRECTOR OF NURSING	5	3	15	Seek procurement and legal advice Discuss impact of the bursary extension for a further 2 years with WG to determine when a final decision is to be made	3	3	9		Further work has been undertaken to consider the impact of any changes to the bursary after 2023/24 and the impact of this has now been reduced as it will not detract from the contracts being let in 2020/21.

HEIW Corporate Risk Register – Updated March 2020

Date Added	Ref (Objective)	Risk Description	Inherent Risk			Mitigating Action	Residual Risk			RAG Status	Progress
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Jan 2020	31. Obj 2	If the Welsh NHS bursary is considered to be of less benefit than the new scheme introduced in England it could adversely impact on student recruitment to commissioned places DIRECTOR OF NURSING	4	3	12	Assess the impact of the new English bursary and compare to Wales. Brief HEIW Exec on 29.1.2020 Consider advising WG following the assessment of the different schemes	3	3	9		New Risk Paper been considered by Exec team and following amendments to be submitted to WG

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March 2020	32	If because of the changes to the Internal Medicine Training Pathway (moving from 2 years to 3 years) Wales is unsuccessful in recruiting to the vacant ST3 posts for August 2021 this could affect service delivery across Medical units resulting in a direct impact for patient care. MEDICAL DIRECTOR	4	4	16	- Recruitment for 2021 was initially frozen. Wales has secured agreement to run a recruitment round for entry into 2021 to mitigate against the original risk. - Through previous engagement sessions Clinical Directors and medical leads have been informed of the risks and advised of the potential impact to support their local plans for mitigation - UK guidance has been issued to all trainees regarding the changes to the IM processes and pathways. Within this it is highlighted that Wales will be running a recruitment round for 2021. - Vacant ST3 posts may be used for former Core Medical Trainees who will require an IM3 posts to be eligible for future ST4 recruitment	4	3	12		NEW RISK

HEIW Corporate Risk Register – Updated March 2020

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March 2020	33	If because of the changes to the Anaesthetics pathway (moving from 2 years to 3 years) where ST3 posts will be changed to CT3 and no entry to ST3 for August 2021 vacancies occur that cannot be recruited to service delivery is compromised which could in turn affect patient care. MEDICAL DIRECTOR	3	4	12	- Arrangements have been communicated to Health Board Clinical Directors around changes planned for 2021. - Recruitment processes are planned for the February 2021 and February 2022 intakes and we plan to maximise recruitment during those rounds to mitigate the impact for August 2021.	3	3	9		NEW RISK

Risk Scoring Matrix

–	Probable	5	10	15	20	25
	Likely	4	8	12	16	20
	Possible	3	6	9	12	15
	Unlikely	2	4	6	8	10
	Rare	1	2	3	4	5
		Negligible	Minor	Moderate	Major	Critical
		IMPACT				

Level	Colour	Score Range
Low		1 – 6
Moderate		7 – 14
High		15 – 25

HEIW Strategic Objectives – Annual Plan 2019-20

Strategic Objective 1: As a new organisation establishing HEIW as a valued and trusted partner, an excellent employer and a reputable and expert brand.
Strategic Objective 2: Building a sustainable and flexible health and care workforce for the future.
Strategic Objective 3: With Social Care Wales shaping the workforce to deliver care closer to home and to better align service delivery.
Strategic Objective 4: Improving quality and safety by supporting NHS organisations find faster and more sustainable workforce solutions for priority service delivery challenges.
Strategic Objective 5: Improving opportunities for use of technology and digitalisation in the delivery of education and care.
Strategic Objective 6: Reinvigorating leadership development and succession planning across health and social care in partnership with Social Care Wales and Academi Wales.
Strategic Objective 7: Demonstrating value from investment in the workforce and the organisation.



GIG
CYMRU
NHS
WALES

Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad y Cyfarfod	26 Mawrth 2020	tem ar yr Agenda	4.4
Teitl yr Adroddiad	Adroddiad Cadeirydd – y Pwyllgor Archwilio a Sicrwydd		
Awdur yr Adroddiad	Kay Barrow, Rheolwr Llywodraethu Corfforaethol		
Noddwr yr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd		
Cyflwynwyd gan	Gill Lewis, Cadeirydd		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Pwrpas yr adroddiad yw amlinellu'r trafodaethau a gynhaliwyd gan y Pwyllgor Archwilio a Sicrwydd.		
Materion Allweddol	Mae'r adroddiad hwn yn canolbwyntio ar faterion allweddol a godwyd yng nghyfarfod y Pwyllgor Archwilio a Sicrwydd a gynhaliwyd ar 27 Ionawr 2020. Gofynnir i'r Bwrdd nodi crynodeb y cadeirydd er sicrwydd.		
Cam Penodol i'w Gymryd <i>(un ✓ yn unig)</i>	Gwybodaeth	Trafod	Sicrhau
			✓
Argymhellion	Gofynnir i Aelodau'r Bwrdd: - Nodi cynnwys yr adroddiad er sicrwydd.		

Adroddiad Cadeirydd – y Pwyllgor Archwilio a Sicrwydd

1. CYFLWYNIAD

Pwrpas yr adroddiad yw darparu diweddariad ar y materion a ystyriwyd gan y Pwyllgor Archwilio a Sicrwydd. Gofynnir i'r Bwrdd nodi'r adroddiad cryno gan y Cadeirydd.

2. CEFNDIR

Bydd y Bwrdd yn ymwybodol bod tri phwyllgor wedi eu sefydlu o dan reolau sefydlog AaGIC. Bydd pob un o'r pwyllgorau'n cyflwyno adroddiadau i'r Bwrdd yn ystod y flwyddyn, gan amlinellu trafodaethau, materion a risgiau allweddol a drafodwyd yn ystod y flwyddyn.

3. ADRODDIAD GAN GADEIRYDD Y PWYLLGOR

Gofynnir i'r Bwrdd **dderbyn** a **nodi** crynodeb Cadeirydd y Pwyllgor Archwilio a Sicrwydd o'r cyfarfod a gynhaliwyd ar 22 Tachwedd 2019.

4. MATERION LLYWODRAETHU A RISG

Caiff unrhyw risgiau a materion o ran llywodraethu eu rheoli drwy gyfarfodydd y pwyllgor a bydd adroddiadau ar eithriadau'n cael eu darparu i'r Bwrdd gan y cadeiryddion perthnasol.

5. GOBLYGIADAU ARIANNOL

Nid oes dim goblygiadau ariannol i'r Bwrdd eu hystyried/cymeradwyo.

6. ARGYMHELLIAD

Gofynnir i Aelodau'r Bwrdd:

- **Nodi** cynnwys yr adroddiad er sicrwydd.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	✓			
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Mae sicrhau bod y Bwrdd yn cyflawni ei fusnes yn briodol drwy ei Bwyllgorau ac yn unol â'i reolau sefydlog yn ffactor allweddol o ran galluogi ansawdd, diogelwch a phrofiad cleifion sy'n derbyn gofal.				
Goblygiadau Ariannol				
Nid oes dim goblygiadau ariannol i'r Bwrdd fod yn ymwybodol ohonynt.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Mae'n hanfodol i'r Bwrdd gydymffurfio â'i reolau sefydlog, sy'n cynnwys derbyn diweddariadau gan ei bwyllgorau.				
Goblygiadau Staffio				
Nid oes dim goblygiadau staffio i'r Bwrdd fod yn ymwybodol ohonynt.				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				
Mae'r adroddiad yn amlinellu gwaith a wnaed gan y Pwyllgor i adolygu perfformiad a chyllid tymor byr AaGIC yn ogystal â chanolbwyntio ar gynaliadwyedd tymor hwy. Mae'r strwythur llywodraethu yn anelu at ganfod materion yn gynnar er mwyn eu hatal rhag gwaethygu ac mae'r Pwyllgor yn integreiddio i drefniadau cyffredinol y Bwrdd.				
Hanes Adroddiad	yr	Bydd yr adroddiad hwn yn eitem sefydlog ar agenda'r Bwrdd.		
Atodiadau		Crynodeb y Cadeirydd - Y Pwyllgor Archwilio a Sicrwydd (Atodiad 1).		

Appendix 1

Meeting Date	26 March 2020	Agenda Item	4.6.2
Freedom of Information Status	Open		
Reporting Committee	Audit and Assurance Committee		
Report Author	Kay Barrow, Corporate Governance Manager		
Chaired by	Gill Lewis, Independent Member		
Lead Executive Director	Eifion Williams, Interim Director of Finance		
Date of last meeting	27 January 2020		
Summary of key matters considered by the committee and any related decisions made:			
The Committee received an update in relation to the Annual Counter Fraud Work Plan and it was highlighted that there was currently one ongoing 'live' investigation. The quarterly Newsletter was available to view on the HEIW intranet. The Committee noted that HEIW had commissioned an independent review of HEIW's Procurement systems and processes and would receive a copy of the review when completed for information.			
The Committee was updated in relation to the progress in the achievement of Compliance with Mandatory Training and PADR recorded on ESR for core staff. As at 30 November 2019 PADR compliance had increased to 40% and Mandatory Training had increased to 65%. It was highlighted that of the 272 core staff, 187 were within the Medical Directorate and this was the lowest performing Directorate. The Committee was assured that focussed work with the Medical Directorate would be undertaken in order to drive improvement in compliance. The Committee has requested that the Medical Director attend the April Committee for a supportive discussion.			
The Wales Audit Office (WAO) presented a number of reports at the meeting: • The Committee noted the completion of the 2018/19 Plan and that planning had commenced for the 2019/20 Plan. • The Annual Audit Report 2019 provided the Committee with a summary of the audit findings for work undertaken during the year. • The Committee received an overview of the findings and recommendations for the WAO Structured Assessment for 2019. It was highlighted that whilst HEIW had established the necessary arrangements to support good governance, there was more that the organisation needed to do in relation to risk management arrangements; the mapping of key sources of assurance to strengthen the Board Assurance Framework (BAF), and the further development of internal controls to support the Performance Management Framework and Information Governance. The Committee welcomed the report, which was positive and recognised the strong leadership and the progress being made in relation to the strategic vision with the development of the first Integrated Medium Term Plan. • The Committee considered the 2020 Indicative Audit Plan including the proposed fee for 2020. It was highlighted that the proposed WAO audit fee			

was to be reduced following moderation by the Auditor General however; the indicative fee may be subject to change upon finalisation of the 2020 Audit Plan. The Audit Plan for 2020 had an element of local audit work and that the Committee was asked to provide suggestions for that focussed audit work.

The Committee received the **Annual Accounts Plan 2019/20** and the **Draft Annual Report Timetable 2019/20** and noted that the submission date of the draft Annual Accounts had been brought forward to 5pm on 28 April 2020. It was also highlighted that the submission date for the combined Annual Report document has also been brought forward to align with the Final Accounts submission date of Friday, 29 May 2020.

An **Information Governance** report was provided which updated the Committee in relation to the Work plan, and the number of requests for Freedom of Information and Data Subject Access Requests.

The Committee received an update on the current position of the **Strategic Review of Healthcare Education in Wales**. It was noted that the current contracts were to be extended for 2020/21 and that HEIW was working closely with Legal and Procurement colleagues to finalise the process for the extension with the issuing of a modification notice. The new contracts were to be developed by May 2020 in preparation for the tendering exercise and contract award. It was highlighted that the first year of the contract would be for set up to ensure that all aspects of the contracts were in place ready to commence for the academic year 2021/22.

The **Procurement Compliance** Report was received and noted that the reporting was in line with HEIW's Standing Financial Instructions.

Internal Audit provided an update on progress against the delivery of their 2019/20 Audit Plan. The Committee noted that a number of the planned audits had been postponed to Q4 and was assured that there was sufficient capacity in the Internal Audit team to fulfil the Audit Plan.

The Committee was updated in relation to the progress with the finalisation of the **HEIW and HIW Memorandum of Understanding**. The final document would be presented to the April Committee.

Audit Recommendations Tracker The Committee considered the 16 recommendations contained within the Tracker and agreed that those actions that had been assessed as 'Green' and fully completed could be removed. The Committee also agreed that for those recommendations that were past their original deadline date, that a revised target date be assigned to ensure they reach a conclusion. The original target date to be kept on the tracker.

The Committee reviewed the **Corporate Risk Register** and the position in relation to the assessment of the risks. The Committee noted the update in relation to the 2 'Red' risk that related to NHS Bursary Terms and Conditions, which had been discussed as part of the earlier 'In Committee' Session and Cyber Security. A paper to update on the position regarding cyber security was to be presented at the April

Committee. Two new risks relating to Welsh NHS Bursary Policy and Welsh NHS Bursary Versus the New Scheme Introduced in England, and the reasons for their inclusion was provided. However, the Committee queried the process for the generating of new risks. The Committee agreed that the risk escalation process be formalised and that the 'Green' risks be remove from the Risk Register.

The Committee received the Business Case for the **Development of a Tariff Arrangement for Secondary Care Training Programme Directors across Wales to support Professionalisation of the Role**. Following clarification of the remuneration package by the Interim Director of Finance, the Committee approved the financial business case.

Review of Committee Effectiveness: The Committee approved the Committee Self-Assessment Checklist, which would be used to evaluate its effectiveness. It agreed that the Checklist be issued to Committee Members and Officers for completion by 21 February 2020. The evaluation of the Checklist would be presented to the April Committee.

Key risks and issues/matters of concern of which the Board needs to be made aware:

None has been identified.

Delegated action by the Committee

There are no delegated actions.

Main sources of information received

ESR Compliance Update on Mandatory Training and PADR
Wales Audit Office:

- Audit and Assurance Committee Update
- Structured Assessment 2019
- Annual Audit Report 2019
- 2020 Indicative Audit Plan including the proposed fee for 2020

Annual Accounts Plan 2019/20

Draft Annual Report Timetable 2019/20

Information Governance Update

Update on the Current Position of the Strategic Review of Healthcare Education in Wales

Procurement Compliance Report

Internal Audit Progress Report

HEIW and HIW Memorandum of Understanding

Audit Recommendations Tracker

Corporate Risk Register

Counter Fraud Progress Update

Review of Committee Effectiveness

Development of a Tariff Arrangement for Secondary Care Training Programme Directors across Wales to support Professionalisation of the Role

Highlights from sub-groups reporting into this committee

n/a

Matters referred to other Committees

None identified.



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Addysg a Gwella Iechyd
Cymru (AaGIC)
Health Education and
Improvement Wales (HEIW)

Dyddiad y Cyfarfod	26 Mawrth 2020		Eitem ar yr Agenda	4.5
Teitl yr Adroddiad	Materion a Adroddwyd yn fewnol yn y Pwyllgor			
Awdur yr Adroddiad	Kay Barrow, Rheolwr Llywodraethu Corfforaethol			
Noddwr yr Adroddiad	Dafydd Bebb, Ysgrifennydd y Bwrdd			
Cyflwynwyd gan	Dafydd Bebb, Ysgrifennydd y Bwrdd			
Rhyddid Gwybodaeth	Agored			
Pwrpas yr Adroddiad	Nodi'r prif faterion a drafodwyd yn fewnol yng Nghyfarfod y Bwrdd a gynhaliwyd ar 20 Ionawr 2020.			
Materion Allweddol	Yn unol â Rheolau Sefydlog, mae'n rhaid i AaGIC adrodd ar unrhyw benderfyniadau a wneir mewn sesiwn breifat i gyfarfod cyhoeddus nesaf y Bwrdd. Mae'r adroddiad yn nodi'r penderfyniadau a wnaed yn fewnol gan y Bwrdd mewn Pwyllgor ar 20 Ionawr 2020.			
Cam Penodol i'w Gymryd <i>(un ✓ yn unig)</i>	Gwybodaeth	Trafod	Sicrhau	Cymeradwyo
	✓			
Argymhellion	Gofynnir i aelodau wneud y canlynol: • Nodi'r adroddiad er gwybodaeth.			

PENDERFYNIADAU A WNAED YN FEWNOL YN YSTOD CYFARFOD Y BWRDD A GYNHALIWDYD AR 30 IONAWR 2020

1. CYFLWYNIAD

Pwrpas yr adroddiad yw adrodd ar eitemau a ystyriwyd yn fewnol gan gyfarfodydd y Bwrdd ar 30 Ionawr 2020.

2. CEFNDIR

Bydd y Bwrdd yn cynnal cymaint â phosibl o'i fusnes ffurfiol yn gyhoeddus. Efallai y bydd amgylchiadau lle na fyddai er budd y cyhoedd i drafod mater yn gyhoeddus. Mewn achosion o'r fath bydd y Cadeirydd (wedi'i gynghori gan Ysgrifennydd y Bwrdd pan fydd hynny'n briodol) yn trefnu'r materion hyn yn briodol ac yn mynnu bod unrhyw arsylwyr yn gadael y cyfarfod. Drwy wneud hyn, bydd y Bwrdd yn penderfynu:

“bod cynrychiolwyr y wasg ac aelodau eraill y cyhoedd yn cael eu heithrio o weddill y cyfarfod hwn gan ystyried natur gyfrinachol y busnes i'w drafod, cyhoeddusrwydd a fyddai'n niweidiol i fudd y cyhoedd”

Yn yr amgylchiadau hyn, pan na fydd y Bwrdd yn cyfarfod mewn sesiwn gyhoeddus, bydd yn gweithredu mewn sesiwn breifat, gan adrodd yn ffurfiol ar unrhyw benderfyniadau a wneir yng nghyfarfod nesaf y Bwrdd mewn sesiwn gyhoeddus.

3. MATERION LLYWODRAETHU A RISG

Trafodwyd yr eitem ganlynol **yng nghyfarfod mewnol Bwrdd AaGIC ar 20 Ionawr 2020:**

- **Adroddiad y Cadeirydd** – Derbyniodd a nododd y Bwrdd yr wybodaeth ddiweddaraf ar lafar gan y Cadeirydd.
- **Adroddiad y Prif Weithredwr** – Cafodd y Bwrdd ddiweddariad ar lafar gan y Prif Weithredwr a chytunwyd ar y camau canlynol:
 - Ystyried adroddiad ar y newidiadau i'r Strwythurau Trefniadaethol mewn Pwyllgor Tâl a Thelerau Gwasanaeth ym mis Chwefror 2020.
- **Adroddiad Materion Allweddol o Sesiwn Caeedig y Pwyllgor Addysg, Comisiynu ac Ansawdd** – Ystyriwyd yr adroddiad ar faterion allweddol yn Sesiwn Caeedig y Pwyllgor Addysg, Comisiynu ac Ansawdd a gynhaliwyd ar 16 Ionawr 2020 a chytunwyd ar y camau canlynol:
 - Cytunodd y Bwrdd i ystyried ac i gymeradwyo, mewn cyfarfod yn y dyfodol, y mecanweithiau ffurfiol ac anffurfiol ac ymgysylltu ar y cyd rhwng AaGIC, Prifysgolion a Byrddau/Ymddiriedolaethau lechyd er mwyn sicrhau bod ei berthynas yn gryf ac yn gadarn.

4. GOBLYGIADAU ARIANNOL

Nid oes dim goblygiadau ariannol wrth nodi'r diweddariad. Fodd bynnag, byddai unrhyw oblygiadau o ran adnoddau wedi'u cynnwys yn y ceisiadau gwreiddiol i'w cadarnhau.

5. ARGYMHELLIAD

Gofynnir i'r Aelodau **nodi'r** adroddiad er gwybodaeth.

Llywodraethu a Sicrwydd				
Cysylltu ag amcanion corfforaethol (rhowch ✓)	Fel sefydliad newydd, sefydlu AaGIC fel partner dibynadwy a gwerthfawr, cyflogwr ardderchog a brand arbenigol ag enw da.	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg i'r dyfodol.	Gyda Gofal Cymdeithasol Cymru, siapio'r gweithlu i ddarparu gofal yn nes at y cartref ac i gysoni darpariaeth gwasanaethau'n well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy o ran y gweithlu ar gyfer yr heriau darparu gwasanaethau sy'n cael eu blaenoriaethu.
	✓			
	Gwella'r cyfleoedd ar gyfer defnyddio technoleg a digideiddio wrth ddarparu addysg a gofal.	Rhoi hwb i ddatblygiad arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Wales.	Dangos gwerth buddsoddiadau yn y gweithlu a'r sefydliad.	
Ansawdd, Diogelwch a Phrofiad Cleifion				
Sicrhau bod y Bwrdd a'i Bwyllgor yn gwneud penderfyniadau ar sail gwybodaeth gan ddibynnu ar ansawdd a chywirdeb yr wybodaeth a gyflwynir ac a ystyrir gan y rhai sy'n gwneud penderfyniadau. Mae penderfyniad ar sail gwybodaeth yn fwy tebygol o gael effaith gadarnhaol ar ansawdd, diogelwch a phrofiad cleifion a staff.				
Goblygiadau Ariannol				
Nid oes unrhyw oblygiadau uniongyrchol o ran adnoddau yn ymwneud â'r adroddiad hwn. Fodd bynnag, byddai unrhyw oblygiadau o ran adnoddau wedi'u cynnwys yn y ceisiadau gwreiddiol i'w cadarnhau.				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Nid oes dim goblygiadau cyfreithiol yn yr adroddiad hwn. Fodd bynnag, bydd effaith benodol, pan fo'n berthnasol, wedi cael ei hystyried mewn adroddiadau unigol y cyfeirir atynt yn y diweddariad hwn.				
Goblygiadau Staffio				
Nid oes unrhyw oblygiadau uniongyrchol ar y gweithlu yn yr adroddiad hwn. Fodd bynnag, bydd effaith benodol, lle bo hynny'n berthnasol, wedi cael ei hystyried mewn adroddiadau unigol y cyfeirir atynt yn y diweddariad hwn.				
Goblygiadau Tymor Hir (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015)				

Nid oes unrhyw oblygiadau uniongyrchol i'r Ddeddf. Fodd bynnag, bydd effaith benodol, lle bo hynny'n berthnasol, wedi cael ei hystyried mewn adroddiadau unigol y cyfeirir atynt yn y diweddariad hwn.

Hanes yr Adroddiad	Darperir yr adroddiad hwn ym mhob cyfarfod o'r Bwrdd.
Atodiadau	Dim.



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Addysg a Gwellu Iechyd
Cymru (AaGIC)
Health Education and
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Dyddiad Cyfarfod	26 Mawrth 2020	Eitem Agenda	5.1.1
Teitl Adroddiad	AaGIC - Adroddiad Cydraddoldeb Blynyddol		
Awdur Adroddiad	Emma Kwaya-James, Arweinydd Cynhwysiant y Gweithlu		
Noddwr Adroddiad	Foula Evans, Pennaeth Pobl, Cynhwysiant & DG		
Cyflwynwyd gan	Julie Rogers, Dirprwy Brif Weithredwr & Cyfarwyddwr y Gweithlu		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Rhoi gwybod i'r Bwrdd am Adroddiad Cydraddoldeb Blynyddol cyntaf AaGIC ar gyfer y cyfnod blwyddyn rhannol 2018-19.		
Materion Allweddol	Mae dyletswydd ar sefydliadau sector cyhoeddus fel AaGIC o dan Reoliadau Deddf Cydraddoldeb 2010 (Dyletswyddau Statudol) (Cymru) 2011 (y cyfeirir atynt hefyd fel 'dyletswyddau cydraddoldeb penodol Cymru') i lunio a chyhoeddi Adroddiad Cydraddoldeb Blynyddol.		
Camau penodol (Rhowch un ✓ yn unig)	Gwybodaeth	Trafodaeth	Sicrwydd
	✓		
Argymhellion	Y Bwrdd i: o nodi'r adroddiad sydd ynghlwm o a'i gyhoeddi erbyn 31 Mawrth 2020.		

AaGIC – Cydraddoldeb a Chynhwysiant

1. CEFNDIR

1.1. Mae Dyletswydd Cydraddoldeb y Sector Cyhoeddus (PSED) yn ei gwneud yn ofynnol i gyrrff rhestredig lunio Adroddiadau Cydraddoldeb Blynyddol i ddangos:

- y camau y mae'r awdurdod wedi eu cymryd i nodi a chasglu gwybodaeth berthnasol;
- sut mae'r awdurdod wedi defnyddio'r wybodaeth hon i fodloni tri nod y ddyletswydd gyffredinol a bodloni dyletswyddau cydraddoldeb penodol Cymru;
- unrhyw resymau dros beidio â chasglu gwybodaeth berthnasol;
- datganiad ar effeithiolrwydd trefniadau'r awdurdod ar gyfer nodi a chasglu gwybodaeth berthnasol;
- cynnydd tuag at gyflawni pob un o amcanion cydraddoldeb yr awdurdod;
- datganiad ar effeithiolrwydd y camau y mae'r awdurdod wedi'u cymryd i gyflawni pob un o'i amcanion cydraddoldeb;
- gwybodaeth benodol am gyflogaeth, gan gynnwys gwybodaeth am hyfforddiant a chyflog (oni bai ei bod wedi'i chyhoeddi eisoes mewn man arall).

1.2 Yn dilyn trafodaethau gyda'r Comisiwn Cydraddoldeb a Hawliau Dynol, mae angen i AaGIC ddarparu adroddiad cydraddoldeb blynyddol 2018-2019. Gan na ddaeth AaGIC i fodolaeth tan 1 Hydref 2018 mae'r Comisiwn wedi cytuno y bydd yr adroddiad yn adlewyrchu cyfnod chwe mis Hydref 2018 – Mawrth 2019.

1.3 Fel y cytunwyd gyda'r Comisiwn, mae'r adroddiad yn cynnwys ymwadiad yn cydnabod y ffaith mai dim ond am chwe mis o'r flwyddyn 2018 – 2019 y bu AaGIC yn gweithredu ac felly nid yw ond yn gallu darparu rhywfaint o wybodaeth, fel a gytunwyd yn benodol. Cyfnod gweithredu chwe mis ydoedd ac felly rhywfaint o wybodaeth y gall AaGIC ei darparu yn rhesymol, a'r nod yw sicrhau bod AaGIC yn cael ei sefydlu yn ystod y cyfnod hwn, gyda systemau a phersonél heb eu sefydlu tan ddiwedd Mawrth 2019.

2. MATERION LLYWODRAETHU A RISG

2.1. Mae gan AaGIC ddyletswydd o dan Reoliadau Deddf Cydraddoldeb 2010 (dyletswyddau statudol) (Cymru) 2011 i lunio Adroddiad Cydraddoldeb Blynyddol.

3. GOBLYGIADAU ARIANNOL

Dim cost

4. ARGYMHELLIAD

4.1. y Bwrdd i:

- o nodi'r adroddiad amgaeedig
- o a'i gyhoeddi erbyn 31 Mawrth 2020.

DIWEDD

Llywodraethu a Sicrwydd				
Cyswllt ag amcanion corfforaetho I (✓ ogydd)	Fel sefydliad newydd sy'n sefydlu AaGIC fel partner gwerthfawr y gellir ymddiried ynddo, sy'n gyflogwr rhagorol ac yn frand ag enw da ac arbenigol	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg ar gyfer y dyfodol.	Gyda Gofal Cymdeithasol Cymru yn siapio'r gweithlu i ddarparu gofal yn agosach i'r cartref ac i gysoni darpariaeth y gwasanaeth yn well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy i'r gweithlu ar gyfer heriau darparu gwasanaethau â blaenoriaeth.
	✓			
	Gwella cyfleoedd i ddefnyddio technoleg a digidoli wrth ddarparu addysg a gofal.	Adfywio'r broses o ddatblygu arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Cymru	Dangos gwerth o fuddsoddi yn y gweithlu a'r sefydliad.	
		✓		
Ansawdd, Diogelwch a Phrofiad y Claf				
Dim.				
Goblygiadau Ariannol				
Dim				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Rheoliadau Deddf Cydraddoldeb 2010 (Gwybodaeth am y Bwlch Cyflog rhwng y Rhywiau) 2017				
Goblygiadau Staffio				
Dim.				
Goblygiadau hirdymor (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.)				
Bydd y cynnig uchod yn dylanwadu ar bob un o'r 5 ffordd o weithio fel y'u nodwyd yn "Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015, 5 ffordd o weithio				
Atodiadau	Ynglwm – Adroddiad Cydraddoldeb Blynnyddol AaGIC 2018-19			

Appendix 1



Annual Equality Report 2018-2019

Welcome to our Annual Equality Report, which covers the reporting period 1 October 2018 to 31 March 2019.

Health Education and Improvement Wales (HEIW) was established on 1 October 2018, as a Special Health Authority (SHA), bringing together the Wales Deanery, the Wales Centre for Pharmacy Professional Education and the NHS Workforce and Education Development Service. Its purpose is to provide Wales with a single body to develop an integrated and comprehensive approach to the planning and development of the health workforce.

Sitting alongside NHS health boards and trusts, HEIW has a leading role in the education, training, development, and shaping of the healthcare workforce in Wales. Its key functions include education and training, workforce development and modernisation, leadership development, strategic workforce planning, workforce intelligence, careers, and widening access.

Our Commitment

HEIW is committed to supporting, developing and promoting equality, diversity and inclusion in all its practices and activities. We aim to establish an inclusive culture, free from discrimination, based upon the values and behaviours developed by HEIW staff. These values and behaviours reflect our thoughts, feelings and understanding of how we will and will not behave towards others.

Values and Behaviour Framework (Appendix 1)

- Respect for all - in every contact we have with others
- Together as a team.
- Ideas that improve - harnessing creativity and continuously innovating, evaluating and improving.

HEIW will ensure equality of opportunity and access for all by building upon the foundation of Equality and Human Rights Legislation and strive not only to comply with legal requirements, but also to use these to ensure that the organisation exemplifies best practice. HEIW acknowledges that our ability to recruit and retain the best people depends upon creating a positive, compassionate and inclusive culture.

HEIW values diversity and recognises that the organisation is greatly enhanced by the wide range of backgrounds, experiences, views, beliefs and cultures represented within its workforce. It aims to embrace diversity and proudly acknowledges that variety and difference are intrinsic to the wellbeing and future development of HEIW.

Disclaimer

It is recognised and acknowledged that for this equality reporting period (October 2018 – March 2019) HEIW was in set-up mode both as a new organisation and in terms of its equality and inclusion agenda, with the agenda progressing at a greater pace in March 2019 with the appointment of a workforce equality and inclusion officer and establishment of necessary systems. Therefore, this report is limited to:

- monitoring progress;
- information on training provision for period January 2019 to March 2019;
- over-view of Welsh Language provision January 2019 to March 2019;
- recruitment and selection, and
- workforce equality data as a snapshot as at 1st April 2019. N.B. Due to the different system being in operation, data prior to 1st April 2019 is not available (Appendix 2)

Monitoring Progress

HEIW equality and inclusion group was set up and held its first meeting in December 2018. Its purpose is to consider any matters relating to equality and inclusion within HEIW and make recommendations to the HEIW Senior Leadership Team and Executive. Its main responsibility is the implementation, monitoring and review of HEIW's equality and inclusion policy, strategic equality objectives and equality impact assessment process.

Training

HEIW appointed its organisation development and learning practitioner in January 2019 and quickly established some core training packages alongside statutory and mandatory training to assist in the promotion of equality and human rights, including: Induction

- Electronic Staff Records
- Welsh Language lessons
- Recruitment and selection
- Lunch and Learn opportunities including presentations from partner agencies such as Stonewall and Public Health Wales

Welsh Language

Being a new organisation HEIW was not named under the Welsh Language Standards (2011). However, its commitment to providing bilingual services has been evident since its inception. HEIW's Welsh language manager joined the organisation in December 2018 and translation services became effective immediately as demonstrated in table below:

Month	Number of Translations	Number of Words
December 2018	32	3,000
January 2019	49	29,000
February 2019	106	65,000
March 2019	86	39,000

Following discussions with the Welsh Language Commissioner in December 2018 HEIW developed a non-statutory plan which was presented to the HEIW Executive Team in February 2019. Welsh language courses commenced in January 2019 with 45 new learners signed up between January 2019 and March 2019.

Recruitment and selection

HEIW is committed to making sure we have a reliable recruitment and selection process, which deals with applications fairly and consistently in line with statutory and NHS Wales requirements and good practice guidance. Since January 2019 managers responsible for recruitment have been provided with recruitment and selection training. In March 2019, HEIW signed up to Disability Confident to ensure fairness, inclusivity and equal opportunity for those with disabilities within our recruitment process.

In the first six months of operation (Oct 2018 – March 2019) as part of its work to establish and grow as an organisation, HEIW raised 47 vacancies of which 41 were full-time equivalent positions.

N.B. Equality and diversity data is collected at point of application which is managed by the NHS Wales Share Services Partnership on behalf of all NHS Wales organisations and is not standardly shared with HEIW. Therefore, HEIW is unable to report on equality breakdown of candidates within this report.

Recruitment Volumes	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	HEIW Year to Date Total
Vacancies Raised	4	6	15	6	14	2	47
Number of FTE Raised	3.3	5.5	13.2	5.3	13.1	1.1	41.5

Conclusion

HEIW recognises and acknowledges as stated in its disclaimer that this report does not provide information on how it has specifically met its public sector duties due to the organisation being in set up mode. However, HEIW from its inception has ensured that equality and inclusion is at the heart of its business including by making the establishment of its equality and inclusion monitoring group an early priority.

HEIW proactively signed up to critical government schemes such as Disability Confident to influence its recruitment process and undertook its first gender pay gap analysis a snapshot as at 31st March 2019. In the reporting year 2019-2020 HEIW's focus has been on developing its first strategic equality plan, and undertaking further work to develop and embed equality and inclusion into all of our practices through equality impact assessment and external benchmarking.

Values and Behaviour Framework

Respect for all

In every contact we have with others.

- ✓ **Actively listen** and respond to everyone's views;
- ✓ **Seek to understand** alternative viewpoints and perspectives;
- ✓ **Challenge constructively** and objectively; maintain people's dignity;
- ✓ **Respect** other people's expertise;
- ✓ **Take personal responsibility** for our actions, admit mistakes and apologise;
- ✓ **Treat people fairly and equitably**;
- ✓ **Value all differences** not just professional backgrounds, experience and skills.

Together as a team

We will work with colleagues, across NHS Wales and with partner organisations.

- ✓ **Seek out**, recognise and value the knowledge, skills and experience of others;
- ✓ **Openly receive contributions** from colleagues and partners;
- ✓ **Work hard** for each other, contribute our best whether we are leading or supporting work;
- ✓ **Work collaboratively**;
- ✓ **Be open and transparent** and work towards shared objectives;
- ✓ **Have fun**.

Ideas that improve

Harnessing creativity and continuously innovating, evaluating and improving.

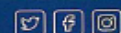
- ✓ **Be creative**, curious and future thinking;
- ✓ **Challenge** the status quo and suggest constructive solutions;
- ✓ **Take a positive approach** to challenges and problems;
- ✓ **Drive informed innovation and improvement** for patients, staff and learners;
- ✓ **Empower** staff, teams and partners with skills to improve;
- ✓ **Seek out and respond to feedback** from patients, learners, staff and partners;
- ✓ **Talk up** and celebrate success;
- ✓ **Embrace and learn from mistakes**;
- ✓ **Focus on the 'whys'** - the purpose and the outcome;
- ✓ **Create and protect time** and space for reflection and evaluation.

Our values and behaviours have been developed by us; the 400 plus people who have come together as a team to form HEIW. They reflect our thoughts, feelings and beliefs in how we will, and won't, behave and treat others. They reflect how we will carry out our work and support the delivery of health and social care to the people of Wales.



GIG CYMRU NHS WALES
Addysg a Gwellu Iechyd Cymru (AaGIC)
Health Education and Improvement Wales (HEIW)
A Special Health Authority

HEIWenquiries@wales.nhs.uk
heiw.nhs.wales • aagic.gig.cymru
Tel: 03300 585 005



Appendix 2 Workforce Equality Data snapshot as at 1st April 2019

Please note that figures less than 10 are shown with an Asterix to avoid individuals being identified.

HEIW Workforce Equality Detail @ 31st March 2019		
Gender	Headcount	
Female	243	
Male	130	
Total	373	
<i>Data Source: ESRBI</i>		
Disability	Headcount	
No	61	
Not Declared	*	
Prefer Not To Answer	*	
Unspecified	305	
Yes	*	
Total	373	
<i>Data Source: ESRBI</i>		
Ethnic Origin	Headcount	
A White - British	67	
CC White Welsh	18	
D Mixed - White & Black Caribbean	*	
E Mixed - White & Black African	*	
H Asian or Asian British - Indian	*	
N Black or Black British - African	*	
Unspecified	282	
Z Not Stated	*	
Total	373	
<i>Data Source: ESRBI</i>		
Religious Belief	Headcount	
Atheism	23	
Buddhism	*	
Christianity	67	
Hinduism	*	
I do not wish to disclose my religion/belief	20	

Jainism	*	
Other	*	
Unspecified	252	
Total	373	
Data Source: ESRBI		
Sexual Orientation	Headcount	
Bisexual	*	
Gay or Lesbian	*	
Heterosexual or Straight	108	
Not stated (person asked but declined to provide a response)	12	
Undecided	*	
Unspecified	248	
Total	373	
Data Source: ESRBI		
Marital Status	Headcount	
Divorced	*	
Legally Separated	*	
Married	93	
Single	20	
Unknown	11	
Widowed	*	
(blank)	239	
Total	373	
Data Source: ESRBI		
Nationality	Headcount	
Beninese	*	
British	66	
Dutch	*	
Scottish	*	
Welsh	18	
(blank)	286	
Total	373	
Data Source: ESRBI		
Age Bands	Headcount	
<=20 Years	*	
21-25	*	

26-30	12	
31-35	24	
36-40	50	
41-45	66	
46-50	60	
51-55	70	
56-60	54	
61-65	23	
66-70	*	
>=71 Years	*	
Total	373	
<i>Data Source: ESRBI</i>		



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Dyddiad Cyfarfod	26 Mawrth 2020	Eitem Agenda	5.1.2
Teitl Adroddiad	AaGIC - Cofnodi Bwlch Cyflog Rhwng y Rhywiau		
Awdur Adroddiad	Emma Kwaya-James, Arweinydd Cynhwysiant y Gweithlu		
Noddwr Adroddiad	Foula Evans, Pennaeth Pobl, Cynhwysiant & DG		
Cyflwynwyd gan	Julie Rogers, Dirprwy Brif Weithredwr & Cyfarwyddwr y Gweithlu		
Rhyddid Gwybodaeth	Agored		
Pwrpas yr Adroddiad	Rhoi gwybod i'r Bwrdd am y bwlch cyflog rhwng y rhywiau yn AaGIC a chydymffurfio â'r Rheoliadau Deddf Cydraddoldeb 2010 (Gwybodaeth am y Bwlch Cyflog rhwng y Rhywiau) 2017		
Materion Allweddol	Ein rhwymedigaeth o dan Reoliadau Deddf Cydraddoldeb 2010 (Gwybodaeth Bwlch Cyflog rhwng y Rhywiau) 2017 Daeth Rheoliadau Deddf Cydraddoldeb 2010 (Gwybodaeth Bwlch Cyflog rhwng y Rhywiau) 2017 i rym ar 6 Ebrill 2017, sy'n ei gwneud yn ofynnol i gyflogwyr â 250 neu fwy o weithwyr gyhoeddi cyfrifiadau statudol bob blwyddyn yn dangos y bwlch cyflog rhwng eu gweithwyr gwrywaidd a benywaidd. Y dyddiad cau ar gyfer cyhoeddi gwybodaeth am y bwlch cyflog rhwng y rhywiau bob blwyddyn yw 30 Mawrth.		
Camau penodol (Rhowch un ✓ yn unig)	Gwybodaeth	Trafodaeth	Sicrwydd
	✓		
Argymhellion	Y Bwrdd i: ○ nodi'r adroddiad ar y bwlch cyflog rhwng y rhywiau (Atodiad 1) ○ a'i gyhoeddi erbyn 30 Mawrth 2020. ○		

AaGIC - Cofnodi Bwlch Cyflog Rhwng y Rhywiau

1. CYFLWYNIAD

- 1.1. Diben y papur hwn yw rhoi gwybod i'r Bwrdd am yr adroddiad cyntaf ar fwllch cyflog rhwng y ddau ryw a nodi'r bwriad i'w gyhoeddi erbyn 30 Mawrth 2020.
- 1.2. Daeth Rheoliadau Deddf Cydraddoldeb 2010 (Cofnodi Bwlch Cyflog Rhwng y Rhywiau) 2017 i rym ar 6 Ebrill 2017, sy'n ei gwneud yn ofynnol i gyflogwyr sydd â 250 neu fwy o weithwyr gyhoeddi cyfrifiadau statudol bob blwyddyn yn dangos y bwlch cyflog rhwng eu gweithwyr gwrywaidd a benywaidd. Y dyddiad cau ar gyfer cyhoeddi gwybodaeth am y bwlch cyflog rhwng y rhywiau bob blwyddyn yw 30 Mawrth.
- 1.3. Mae'r Comisiwn Cydraddoldeb a hawliau dynol yn diffinio'r gwahaniaeth rhwng cyflog cyfartal a'r bwlch cyflog rhwng y rhywiau fel a ganlyn:
 - Mae cyflog cyfartal yn golygu bod yn rhaid i ddynion a menywod yn yr un gyflogaeth sy'n cyflawni gwaith cyfartal dderbyn cyflog cyfartal, fel y nodir yn Neddf Cydraddoldeb 2010.
 - Mae'r bwlch cyflog rhwng y rhywiau yn fesur o'r gwahaniaeth rhwng enillion cyfartalog dynion a menywod ar draws sefydliad neu'r farchnad lafur. Fe'i mynegir fel canran o enillion dynion.
- 1.4. Mae Deddfwriaeth yn ei gwneud yn ofynnol i gyflogwyr gyhoeddi chwech o gyfrifiadau:
 - Y bwlch cyflog cyfartalog rhwng y rhywiau fel cyfartaledd cymedrig;
 - Y bwlch cyflog cyfartalog rhwng y rhywiau fel cyfartaledd canolrifol;
 - Cyfartaledd y bwlch cyflog rhwng y rhywiau fel cyfartaledd cymedrig;
 - Cyfartaledd y bwlch cyflog rhwng y rhywiau fel cyfartaledd canolrifol;
 - Cyfran y gwrywod sy'n cael taliad bonws a chyfran y benywod sy'n cael taliad bonws, a
 - Cyfran y gwrywod a'r benywod a gafodd eu rhannu'n bedwar grŵp a archebwyd o'r tâl isaf i'r uchaf

2. MATERION LLYWODRAETHU A RISG

- 2.1. Mae gan AaGIC ddyletswydd o dan Reoliadau Deddf Cydraddoldeb 2010 (Dyletswyddau Statudol) (Cymru) 2011 i:
 - Ddileu gwahaniaethu, aflonyddu ac erledigaeth anghyfreithlon ac ymddygiad arall a w
 - Hyrwyddo cyfle cyfartal rhwng pobl sy'n rhannu nodwedd warchodedig a'r rhai nad ydynt, a
 - Meithrin cysylltiadau da rhwng pobl sy'n rhannu nodwedd warchodedig a'r rhai nad ydynt.

Cyfeirir at y rhain weithiau fel tri nod neu fraich y ddyletswydd cydraddoldeb gyffredinol. Mae'r Ddeddf yn egluro bod rhoi sylw dyledus i hyrwyddo cydraddoldeb yn golygu:

- Dileu neu leihau anfanteision a ddioddefir gan bobl oherwydd eu nodweddion gwarchodedig;
- Cymryd camau i ddiwallu anghenion pobl o grwpiau gwarchodedig lle mae'r rhain yn wahanol i anghenion pobl eraill, a
- Annog pobl o grwpiau gwarchodedig i gymryd rhan mewn bywyd cyhoeddus neu mewn gweithgareddau eraill lle mae eu cyfranogiad yn anghymesur o isel.

Heb gynhyrchu a chyhoeddi'r bwlch cyflog rhwng y rhywiau, mae AaGIC mewn perygl o fod yn torri ei ddyletswydd sector cyhoeddus.

3. GOBLYGIADAU ARIANNOL

Does dim goblygiadau ariannol yn deillio yn uniongyrchol o gynhyrchu a chyhoeddi'r adroddiad hwn.

4. ARGYMHELLIAD

4.1. Y Bwrdd i:

- nodi'r adroddiad ar y bwlch cyflog rhwng y rhywiau (Atodiad 1)
- a'i gyhoeddi erbyn 30 Mawrth 2020.

Diwedd:

Llywodraethu a Sicrwydd				
Cyswllt ag amcanion corfforaetho I (✓ogydd)	Fel sefydliad newydd sy'n sefydlu AaGIC fel partner gwerthfawr y gellir ymddiried ynddo, sy'n gyflogwr rhagorol ac yn frand ag enw da ac arbenigol	Adeiladu gweithlu iechyd a gofal cynaliadwy a hyblyg ar gyfer y dyfodol.	Gyda Gofal Cymdeithasol Cymru yn siapio'r gweithlu i ddarparu gofal yn agosach i'r cartref ac i gysoni darpariaeth y gwasanaeth yn well.	Gwella ansawdd a diogelwch drwy gefnogi sefydliadau'r GIG i ddod o hyd i atebion cyflymach a mwy cynaliadwy i'r gweithlu ar gyfer heriau darparu gwasanaethau â blaenoriaeth.
	✓			
	Gwella cyfleoedd i ddefnyddio technoleg a digidoli wrth ddarparu addysg a gofal.	Adfywio'r broses o ddatblygu arweinyddiaeth a chynllunio ar gyfer olyniaeth ar draws iechyd a gofal cymdeithasol mewn partneriaeth â Gofal Cymdeithasol Cymru ac Academi Cymru	Dangos gwerth o fuddsoddi yn y gweithlu a'r sefydliad.	
		✓		
Ansawdd, Diogelwch a Phrofiad y Claf				
Dim.				
Goblygiadau Ariannol				
Dim				
Goblygiadau Cyfreithiol (gan gynnwys asesu cydraddoldeb ac amrywiaeth)				
Rheoliadau Deddf Cydraddoldeb 2010 (Gwybodaeth am y Bwlch Cyflog rhwng y Rhywiau) 2017				
Goblygiadau Staffio				
Dim goblygiadau staffio wedi'u nodi, dim ond effaith gadarnhaol meithrin gwell cyfathrebu a thryloywder.				
Goblygiadau hirdymor (gan gynnwys effaith Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.)				
Bydd y cynnig uchod yn dylanwadu ar bob un o'r 5 ffordd o weithio fel y'u nodwyd yn "Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015, 5 ffordd o weithio				
Atodiadau	Atodiad 1 Adroddiad Arfaethedig ar y Bwlch Cyflog Rhwng y Rhywiau i'w gyhoeddi			



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Appendix 1

Gender Pay Gap Snapshot Report for 31st March 2019

Health Education and Improvement Wales (HEIW)

Introduction

Health Education and Improvement Wales (HEIW) was established on 1st October 2018. It is a special health authority within NHS Wales, created by bringing together three key organisations: The Wales Deanery; NHS Wales's Workforce Education and Development Services (WEDS); and the Wales Centre for Pharmacy Professional Education (WCPPE).

Sitting alongside NHS health boards and trusts, HEIW has a leading role in the education, training, development, and shaping of the healthcare workforce in Wales. Its key functions include education and training, workforce development and modernisation, leadership development, strategic workforce planning, workforce intelligence, careers, and widening access.

As at the 31st March 2019, HEIW employed 351 staff as defined by the gender pay reporting guidelines, of which 64% were female and 36% male. Most staff were TUPE'd into the organisation on establishment and remain on their existing contractual arrangements. The impact of this is that we have staff on NHS and former Cardiff University grades, pay scales and terms and conditions. Our staff comprise a significant number of clinicians and professions, as well as general management and administration.

Table 1. Gender Split by Headcount and Grade for staff included in Gender Pay Gap Report @ 31 Mar 19

Grade Type	Male	Female	Headcount	Male %	Female %
Senior Staff	2	1	3	67%	33%
Chair/Non-Executive Directors	3	4	7	43%	57%
Clinical	85	83	168	51%	49%
Band 2		2	2	0%	100%
Band 3		2	2	0%	100%
Band 4	1	2	3	33%	67%

Band 5	1	4	5	20%	80%
Band 6	2	5	7	29%	71%
Band 7	3	3	6	50%	50%
Band 8a		6	6	0%	100%
Band 8b	1	2	3	33%	67%
Band 8c	1	2	3	33%	67%
Band 8d	1	3	4	25%	75%
Grade 1	1	1	2	50%	50%
Grade 2	1		1	100%	0%
Grade 3	5	15	20	25%	75%
Grade 4	5	16	21	24%	76%
Grade 5	3	30	33	9%	91%
Grade 6	7	23	30	23%	77%
Grade 7	3	18	21	14%	86%
Grade 8		4	4	0%	100%
Headcount on GPG Report	125	226	351	36%	64%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

Why Gender Pay Gap reporting is important:

Gender pay gap reporting is a valuable tool for HEIW not only in terms of compliance but also for the organisation to assess levels of equality in the workplace. Specifically, in respect of female and male participation, and how effectively talent is being maximised.

Our obligation under Equality Act 2010 (Gender Pay Gap Information) Regulations 2017:

The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 came into force on 6th April 2017, which requires employers in or more employees to publish statutory calculations every year showing the pay gap between their male and female employees. The deadline for publishing gender pay gap information annually is 30 March.

Equal pay and gender pay:

The Equality and Human Rights Commission defines the difference between equal pay and the gender pay gap as follows:

- Equal pay means that men and women in the same employment performing equal work must receive equal pay, as set out in the Equality Act 2010, and

- The gender pay gap is a measure of the difference between men's and women's average earnings across an organisation or the labour market. It is expressed as a percentage of men's earnings.

What employees count?

For the purposes of gender pay reporting, the definition of who counts as an employee is defined in the Equality Act 2010. This is known as an 'extended' definition which includes:

- Employees (those with a contract of employment);
- Workers and agency workers (those with a contract to do work or provide services), and
- Some self-employed people (where they have to personally perform the work).

For the purpose of the gender pay gap reporting, agency workers will form part of the headcount of the agency that provides them, and not HEIW.

Gender pay reporting and gender identity

Current Acas and government guidance suggests that if an individual doesn't identify with either gender they should be excluded from the report. We recognise that this excludes employees who do not identify as either 'male' or 'female' i.e. transgender or non-binary employees, and are aware of the importance of being sensitive to how an employee chooses to self-identify in terms of their gender. Regulations do not define the terms 'male' and 'female' and the requirement to report gender pay should not result in employees being singled out and questioned about their gender. We are therefore using the data provided by Electronic Staff Records (ESR) based on the gender identification the employee has provided.

The Gender Pay Gap Indicators

The legislation requires an employer to publish six calculations:

- Average gender pay gap as a mean average;
- Average gender pay gap as a median average;
- Average bonus gender pay gap as a mean average;
- Average bonus gender pay gap as a median average;
- Proportion of males receiving a bonus payment and proportion of females receiving a bonus payment, and
- Proportion of males and females when divided into four groups ordered from lowest to highest pay.

What is our pay gap?

Table 2 shows the gender pay gap in HEIW as at 31st March 2019.

Table 1

Gender	Male	Female	Difference in Hourly Rate	Pay Gap % Difference
Mean (Avg) Hourly Rate	38.29	28.64	9.64	25.18%
Median Hourly Rate	45.33	23.51	21.82	48.15%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

What is the difference between mean pay gap and median pay gap?

The mean pay gap is the difference between the average hourly earnings of men and women. The median pay gap is the difference between the midpoints in the ranges of hourly earnings of men and women.

The proportion of men and women in each quartile of our pay structure are shown in table 3 below:

Table 3.

Quartile	Male	Female	Headcount	Female %	Male %
1	19	68	87	78.2%	21.8%
2	19	69	88	78.4%	21.6%
3	34	54	88	61.4%	38.6%
4	53	35	88	39.8%	60.2%
Total	125	226	351	64.4%	35.6%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

Understanding the pay gap

The figures in table 1 highlight the gap between the average and median hourly pay for men and women in the organisation. The presence of a gender pay gap is disappointing, further exploration has been undertaken to better understand why the gap exists.

Initial findings indicate that a contributor is the unique makeup of HEIW's workforce. Whilst HEIW staff group is predominately female, with a number of senior roles held by women, there are a number of differing contractual arrangements and pay structures evident including: Agenda for Change; Cardiff University; Medical and Dental (GP and Dental Educators, Medical and Dental Consultants) and Executive and Senior Pay (VSM).

There are several contributing factors to the gender pay gap which are out of the direct control or within the gift of HEIW to change. These include the national frameworks for the remuneration of medical and dental staff and the national Clinical Excellence Awards scheme.

Welsh Government sets the pay for doctors' and dentists' following the advice and recommendations of the Review Body of Doctors' and Dentists' Remuneration, an independent UK body. The pay for staff on Agenda for Change arrangements follows a similar approach with the final decision resting with Welsh Ministers. All NHS organisations are required to ratify the pay awards through local governance mechanisms. For non-medical and dental staff on former Cardiff University contracts, HEIW has put in place a pay arrangement that mirrors the NHS Wales Agenda for Change arrangements. The pay uplift for Executives and Senior managers is determined annually by Welsh Ministers and ratified through local governance arrangements.

Within the national medical and dental contract, the Clinical Excellence Awards scheme is intended to recognise and reward those consultants who contribute most towards the delivery of safe and high-quality care to patients and to the continuous improvement of NHS services. This includes those consultants and senior academic GPs who do so through their contribution to academic medicine.

The pay gap between men and women in relation to bonuses is caused by the Clinical Excellence Awards. The following tables 4-6 highlight the significant gap between men and women in receipt of such Awards. With the average hourly and median difference being 87.15% and 77.08% respectively for the period 1st April 2018 to 31 March 2019. There were 13 staff in total in receipt of CEA for this period with a gender breakdown of 9 men and 4 women.

Table 4. Gender Split of Mean and Median Bonus Payments for staff included in Gender Pay Gap Report 01 Apr 18 - 31 Mar 19

Gender	Mean (Avg) Pay	Median Pay
Male	6040.19	3922.44
Female	776.39	898.92
Difference	5263.80	3023.52
Pay Gap %	87.15%	77.08%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

Table 5. Gender Split of Bonus Payments for staff included in Gender Pay Gap Report 01 Apr 18 - 31 Mar 19

Gender	Employees Paid Bonus	Total Relevant Employees	%
Female	4	262	1.53%
Male	9	158	5.70%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

Table 6. Clinical Excellence Award Payments - % of Total Paid for staff included in Gender Pay Gap Report 01 Apr 18 - 31 Mar 19

Clinical Excellence Awards	% of Total Paid
CEA Silver	45.5%
Commitment Award 1	0.6%
Commitment Award 3	3.4%
Commitment Award 4	16.4%
Commitment Award 5	1.4%
Commitment Award 8	32.7%
Total	100.0%

Data Source: ESR BI - NHS Workforce Profile Dashboard - Mar 19

Closing the pay gap at HEIW

In conclusion we recognise that whilst there are factors outside of our control or influence which are impacting on pay, we will continue to take steps to raise awareness of and mitigate the gender pay gap wherever possible. One area where we are able to make an impact is in our recruitment and selection processes and adoption of best practice against external benchmarking:

Recruitment and selection

- Anonymous recruitment and selection process has been adopted to prevent unconscious bias or prejudice entering into the selection process;
- Introduction of unconscious bias training as part management training;
- Offer of a variety of flexible working practices to support staff and foster an inclusive environment, and
- Family friendly policies and practices.

External benchmarks

- We are active members of Stonewall Diversity Champion scheme;
- We are active members of Disability Confident, and
- We intend to work towards the Investors in People Award.

Next Steps

As a relatively new organisation we acknowledge that there is more work to be done to fully understand our pay gaps in more detail. Therefore, we will:

- develop opportunities for progression for the present and future workforce, within our leadership, succession and talent programme;

- recognise the interconnected nature of social categorisation resulting in overlapping systems of discrimination and oppression, known as intersectionality. This understanding will influence our strategic equality planning and in line with Equality Act 2010 HEIW will enable exploration of the correlation of intersectionality and its impact upon pay gaps;
- create a culture of trust where staff will feel comfortable and confident to complete their ESR information to assist in the reliability of information submitted on ESR, and
- through training, awareness raising and clear communication plans inform staff that gender pay reporting is taking place and the importance of self-disclosure.

HEIW, March 2020