

Performance Management Workshop

Daniel Blyth (Hywel Dda UHB - Culture & People Specialist (Experience and Wellbeing)
<dan.blyth@wales.nhs.uk>

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To: Jackie Wright (Hywel Dda UHB - Culture & Workforce Experience Manager) <Jackie.Wright@wales.nhs.uk>

Hi Jackie,

Thanks for your feedback on this mornings PM workshop, it's really valuable and I'm looking forward to getting the message across the organisation. Below is just a summary of the feedback I'll take forward. If there's anything I've missed then please let me know.

- Duration of training to be reduced to 2 hours
- Ensure that there is a balance of scope i.e. gearing the training towards line managers **and** non line managers
- Ensuring that participants know that they don't have to keep their cameras on through the slides
- Reducing the 'What is Performance Management?' slide - possibly to a quote from the CIPD
- Exploring the Job Description part of the employee life cycle in greater depth - with emphasis on how the JD needs to be appropriate
- Add some conversation starter examples particularly for those colleagues who maybe don't wish to progress or are nearing retirement
- Amend the video to include the new core objective around Welsh Language Standards
- Give a greater focus on how PM should be employee-led

I'll have a think about how we can reduce the duration and put something in the diary so we can discuss.

Cofion cynnes,
Dan

Dan Blyth BA (Hons) QTS

Arbenigwr Diwylliant a Phobl (Profiad a Lles)
Culture & People Specialist (Experience and Wellbeing)

