

## HYWEL DDA HEALTH BOARD – MENTAL HEALTH LEGISLATION COMMITTEE 2026/2027

The following table sets out the Mental Health Legislation Committee's Business for 2025/26, including standing agenda items (denoted by\*).

| Agenda Item /Issue                                           | Lead          | Responsible Officer     | June 2026    | Sept 2026 | Dec 2026 | March 2027 |
|--------------------------------------------------------------|---------------|-------------------------|--------------|-----------|----------|------------|
| <b>GOVERNANCE</b>                                            |               |                         |              |           |          |            |
| Apologies*                                                   | Chair         | All                     | ✓            | ✓         | ✓        | ✓          |
| Declaration of Interests*                                    | Chair         | All                     | ✓            | ✓         | ✓        | ✓          |
| Minutes of previous meeting *                                | Chair         | CSO                     | ✓            | ✓         | ✓        | ✓          |
| Table of Actions *                                           | Chair         | CSO                     | ✓            | ✓         | ✓        | ✓          |
| Review of ToR's/Membership                                   | Lead Director | Lead Officer            | ✓            | ✓         | ✓        |            |
| Review of ToR's/ Membership of MHLSG                         | Lead Director | Deputy Lead Officer     | ✓            | ✓         | ✓        |            |
| Review of ToR's/ Membership of Power Discharge Sub-Committee | Lead Director | MHA Administration Lead | ✓            |           |          |            |
| Annual Work Plan*                                            | Lead Director | Lead Officer            | ✓            | ✓         | ✓        | ✓          |
| MHLC Annual Report 2025/26                                   | Lead Director | Lead Officer            | ✓<br>(final) |           |          |            |
| Annual Committee Self-Assessment                             | Lead Director | Lead Officer            | ✓            |           |          |            |
| MHLC Self-Assessment (6-month review)                        | Lead Director | Lead Officer            |              |           | ✓        |            |

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|------------------------|------------------------|------------------------|------------------------|
| Presentation Good Practice/Patient Story*                                                                                                                                                                                  | Lead Director       | Lead Officer        | ✓                      |                        |                        |                        |
| Thematic Report on Patient Feedback                                                                                                                                                                                        |                     |                     |                        | ✓                      | ✓                      | ✓                      |
| <b>PERFORMANCE</b>                                                                                                                                                                                                         |                     |                     |                        |                        |                        |                        |
| Receive HIW MHA Inspection, Delivery Unit or external scrutiny body reports, management responses & approve associated action plans where the actions relate to MH legislation only (for monitoring by MHL Scrutiny Group) | Lead Officer        | Heads of Services   | ✓<br>(when received)   | ✓<br>(when received)   | ✓<br>(when received)   | ✓<br>(when received)   |
| <b>ASSURANCE</b>                                                                                                                                                                                                           |                     |                     |                        |                        |                        |                        |
| Receive reports on identified matters of risk relating to the compliance with MH legislation for assurance that risks are being appropriately mitigated                                                                    | Lead Officer        | Heads of Services   | ✓<br>(when identified) | ✓<br>(when identified) | ✓<br>(when identified) | ✓<br>(when identified) |
| Assurance on implementation of HIW, DU & other external scrutiny bodies Action Plans                                                                                                                                       | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Review the MH& LD risk register bi-annually                                                                                                                                                                                | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Receive update report from MHL Scrutiny Group                                                                                                                                                                              | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Consider issues of concern arising from the Sub-Committee and group structure                                                                                                                                              | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Assurance on compliance with MH Legislation (Mental Health Act)                                                                                                                                                            | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Assurance on development & implementation of policies & procedures                                                                                                                                                         | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Assurance on Out of Area Placements                                                                                                                                                                                        | Lead Director       | Lead Officer        | ✓                      | ✓                      | ✓                      | ✓                      |
| Receive Hospital Manager's Power of Discharge Committee Update Report & Minutes from previous meeting. This report should ensure compliance with the Code of Practice*                                                     | MHA Admin Lead      | MHA Admin Lead      | ✓                      | ✓                      | ✓                      | ✓                      |
| <b>FOR INFORMATION</b>                                                                                                                                                                                                     |                     |                     |                        |                        |                        |                        |
| Receive and review HIW MHA Annual Report                                                                                                                                                                                   | Lead Officer        | Lead Officer        |                        |                        | ✓                      |                        |
| Mental Health Law Briefings * (when applicable)                                                                                                                                                                            | MH Legislation Lead | MH Legislation Lead | ✓<br>(when applicable) | ✓<br>(when applicable) | ✓<br>(when applicable) | ✓<br>(when applicable) |
| New legislation/Measure/Policy Implementation Guidance (when applicable)                                                                                                                                                   | MH Legislation Lead | MH Legislation Lead | ✓                      | ✓                      | ✓                      | ✓                      |

|                                                                                                                                                                                                                                                                         |                     |                |                                             |   |   |   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------|---------------------------------------------|---|---|---|
| Schedule of Meetings for forthcoming year                                                                                                                                                                                                                               | Lead Officer        | CSO            |                                             |   |   | ✓ |
| Mental Health Review Tribunal For Wales Explanatory Memorandum                                                                                                                                                                                                          | Lead Officer        |                |                                             | ✓ |   |   |
| <b>ADMINISTRATION</b>                                                                                                                                                                                                                                                   |                     |                |                                             |   |   |   |
| Agenda Setting Meeting with Chair, Lead Exec & Lead Officer (at least 6 weeks prior to meeting)                                                                                                                                                                         | Lead Officer        | CSO            | ✓                                           | ✓ | ✓ | ✓ |
| Quality check agenda & papers before dissemination & upload to Web                                                                                                                                                                                                      | Lead Exec           | Lead Officer   | ✓                                           | ✓ | ✓ | ✓ |
| Disseminate agenda & papers seven days prior to meeting                                                                                                                                                                                                                 | Lead Officer        | CSO            | ✓                                           | ✓ | ✓ | ✓ |
| Minutes and action log to be circulated within 14 days of the meeting to members for accuracy check & final version forwarded Chair & Lead Exec within the following 7 days to sign off as 'Unapproved' minutes (to be presented & formally 'approved' at next meeting) | Lead Officer        | CSO            | ✓                                           | ✓ | ✓ | ✓ |
| Prepare Update Report to Board (must be signed off by Chair & Lead Exec prior to submission)                                                                                                                                                                            | Lead Officer        | CSO            | ✓                                           | ✓ | ✓ | ✓ |
| Prepare Forward Schedule of Meeting Dates for next financial year & forward dates to Head of Corporate Governance                                                                                                                                                       | Lead Officer        | CSO            |                                             |   | ✓ |   |
| Prepare Forward Annual Work Plan for next financial year                                                                                                                                                                                                                | Lead Officer        | CSO            |                                             |   | ✓ |   |
| <b>POLICIES</b>                                                                                                                                                                                                                                                         |                     |                | <b>EXPIRY DATE</b>                          |   |   |   |
| The provision and access to the IMHA service policy (Next expiry 15 June 2029)                                                                                                                                                                                          | MH Legislation Lead | MHA Admin Lead | ✓                                           |   |   |   |
| Section 5(4) Nurses holding power policy (Next expiry 15 June 2029)                                                                                                                                                                                                     | MH Legislation Lead | MHA Admin Lead | ✓                                           |   |   |   |
| Section 5(2) Dr holding power policy                                                                                                                                                                                                                                    | MH Legislation Lead | MHA Admin Lead | Expiry date: 18 <sup>th</sup> December 2026 |   | ✓ |   |
| Community treatment order policy                                                                                                                                                                                                                                        | MH Legislation Lead | MHA Admin Lead | Expiry date: 18 <sup>th</sup> December 2026 | ✓ |   |   |

|                                                                                         |                                    |                           |                                                     |   |  |    |
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| Hospital manager scheme of delegation                                                   | <b>MH<br/>Legislation<br/>Lead</b> | <b>MHA Admin<br/>Lead</b> | Expiry date:<br>26 <sup>th</sup> March<br>2027      |   |  |    |
| Section 17 leave of absence Policy                                                      | <b>MH<br/>Legislation<br/>Lead</b> | <b>MHA Admin<br/>Lead</b> | Expiry date:<br>7 <sup>th</sup> June<br>2027        |   |  |    |
| Information to Patients right procedure                                                 | <b>MH<br/>Legislation<br/>Lead</b> | <b>MHA Admin<br/>Lead</b> | Expiry date:<br>2 <sup>nd</sup><br>December<br>2027 |   |  |    |
| Section 135 warrant to search for and remove<br>patients interagency procedure          | <b>MH<br/>Legislation<br/>Lead</b> | <b>MHA Admin<br/>Lead</b> | Expiry date:<br>2 <sup>nd</sup><br>December<br>2027 |   |  |    |
| Section 136 – Mentally disordered persons<br>found in public places inter agency policy | <b>MH<br/>Legislation<br/>Lead</b> | <b>MHA Admin<br/>Lead</b> | Expiry date:<br>24 <sup>th</sup> March<br>2026      | ✓ |  | ✓. |

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|-------------------------------|----------------------------------------------|
| Chair – Chantal Patel         | Deputy Lead Officer – Rebecca Temple-Purcell |
| Vice Chair- Iwan Thomas       | MHA Administration Lead – Ruth Bourke        |
| Lead Exec – Andrew Carruthers | MH Legislation Lead – Sarah Roberts          |
| Lead Officer – Liz Carroll    | Committee Secretary – Annere Martin          |