

**COFNODION Y CYFARFOD**  
**PWYLLGOR HOSPITAL MANAGERS POWER OF DISCHARGE SUB COMMITTEE**  
**DRAFT MINUTES OF THE**  
**HOSPITAL MANAGERS POWER OF DISCHARGE SUB COMMITTEE MEETING**

Date and Time of Meeting:	Tuesday 6 <sup>th</sup> August 2024 at 10.30am
Venue:	Tudor House, St David's Park, Carmarthen

Present:	<p>Mr Iwan Thomas, Independent Board Member (Chair to POD Sub-Committee)</p> <p>Mr Rhodri Evans, Independent Member</p> <p>Prof Chantal Patel, Independent Member</p> <p>Mrs Delyth Raynsford, Independent Member</p> <p>Mr Stephen Smedley, Member Appeals Panel</p> <p>Mrs Angela Brown, Member Appeal Panel</p> <p>Mrs Lyn Maliphant, Member Appeals Panel</p> <p>Mr Ian Rees, Member Appeal Panel</p> <p>Mr Owen Burt, Member Appeals Panel</p> <p>Mrs Carol Williams, Member Appeal Panel</p> <p>Mr John Williams, Member Appeal Panel</p> <p>Mr Phil Layton, Member Appeals Panel</p> <p>Mrs Julie James, Member Appeals Panel</p> <p>Mrs Sarah Burgess, Member Appeals Panel</p>
In Attendance:	<p>Sarah Roberts, Mental Health Legislation Manager</p> <p>Ruth Bourke, Mental Health Act Administration Lead</p> <p>Louise Howells, Mental Health Act Administrator</p> <p>Natalie Williams, Mental Health Act Administrator</p> <p>Nia Williams, Independent Mental Health Advocate, Advocacy West Wales</p>

<b>Governance:</b>		
Agenda Item	Item	Action
HMPODSC (24) 1.1	Introductions and Apologies for Absence.	
	Apologies for Absence were received from: Mr Maynard Davies, Independent Member Mrs Sue Richards, Member Appeals Panel Mrs Jane Jannotti, Member Appeal Panel Mr Richard Griffith, Member Appeals Panel Mr Richard Jackson, Member Appeals Panel	
	Chair welcomed members.	
HMPODSC (24) 1.2	<b>Declarations of Interests</b>	
	No declarations declared.	

Hospital Managers Power of Discharge Sub-Committee  
Part 1  
Sub Committee Business and Information

HMPODSC (24) 1.3	<p><b>Minutes of Meeting Held on 6<sup>th</sup> August 2024</b></p> <p>Members in attendance confirmed the minutes as an accurate record of the meeting on amendment of Chair's title</p>	
HMPODSC (24) 1.4	<p><b>Table of Actions</b></p> <p>Table of Actions from last meeting has one action open. Review of pay scales for panel members .</p> <p>Chair confirmed this is in progress, a further update should be available soon.</p>	
HMPODSC (24) 1.5	<p><b>HMPODSC Annual Report</b></p> <p>Louise Howells presented the annual report based on the work conducted by the sub-committee during the last financial year.</p> <p>Meetings were held on three occasions, all of which were held remotely. The report included details of training sessions and the specific number of reviews undertaken by hospital managers.</p> <p>Julie James queried if patients who are discharged by panel members are followed up, Ruth Bourke confirmed that it is covered in the quarterly report</p>	
HMPODSC (24) 1.6	<p><b>Discussion of Learning and Governance from panel hearings</b></p> <p>Discussion about matters arising from hearings during the last quarter:-</p> <p>Members in attendance had no comments to make from recent panel hearings</p> <p>Ruth asked that all panel members ensure that they bring their devices to hearings and attend in a timely manner as there have been a few occasions where panel members have arrived late and some occasions where there has been no attendance by a panel member at all.</p> <p>Chantal raised the issue with Wi-fi, the team were not aware of any areas within the health board where reviews are conducted which do not have Wi-fi and if managers are experiencing issues with connection to Wi-fi they should notify the administrators.</p> <p>Delyth Raynsford queried if patients are aware that they are able to have hearings in Welsh, Ruth confirmed that all patients are offered the opportunity to have their hearing held in the language of their choice. It was acknowledged that a full Welsh speaking panel would be able to be provided</p> <p>Chantal asked for assurance with regards to the practice in place for renewal hearings taking place close to a MHRT, Sarah explained the process as set out in the CoP , there are instances where Mental Health reviews must take place regardless of when the MHRT sit. Chantal further asked if hospital managers reviews</p>	RB

	<p>were themselves then subject to reviewed. Ruth agreed to forward the Hospital Managers Scheme of delegation policy for assurance of the process.</p>	
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<b>Received for Assurance – Operation of Section 23 Mental Health Act 1983</b>		
<p>HMPODSC (24) 2.1</p>	<p>Operation of S23 Mental Health Act 1983 Report on the use of the Mental Health Act 1983 – 1st April 2024 – 30<sup>th</sup> June 2024</p>	
	<p>Ruth Bourke presented the report and highlighted key areas of the report.</p> <p>The report showed that the number of applications made to hospital managers continue to remain low in comparison to pre Covid years.</p> <p>The number of applications being received are beginning to increase, although the number of IMHA’s who are in attendance at the hearings have declined, in the last quarter only 7 out of 19 hearings had an IMHA present, which is lower than previous years</p> <p>Ruth reported that there have been no discharges by Hospital Managers during this quarter.</p>	

<b>For Discussion</b>		
	<b>IMHA report (1<sup>st</sup> April 2024 – 30<sup>th</sup> June 2024)</b>	
<p>HMPODSC (24) 3.1</p>	<p>Members received the report provided by Nia Williams, Advocacy West Wales for information.</p> <p>Nia confirmed that they are very pleased to have the new IMHA in Pembrokeshire up and running</p> <p>Nia raised an issue with regards to clients voice, and expressed that they should be heard equally along with the professionals. Concerns were also raised in relation to the conditions that patients are being placed under while on a CTO.</p> <p>Discussions took place in relation to the use of CTO’s and the reason for recall. It was agreed that a training session on CTO’s will be arranged for the next meeting.</p> <p>Discussions took place with regards to no capacity hearings being held remotely, and whether more can be done to ensure that patients are given the option to have a face to face hearing if that is their preference. Ruth confirmed that this is something that can be looked at for future hearings, and Nia confirmed she will remind IMHAs to notify the administration team if patients would like the hearing held in person.</p>	<p>LH</p>

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<b>For Information</b>		
	<b>Minutes Mental Health Legislation Committee 26<sup>th</sup> March 2024 &amp; 7<sup>th</sup> June 2024</b>	
HMPODSC (24) 4.1	Provided for information.	

	<b>Any Other Business</b>	
HMPODSC (24) 5.0	<p>Julie James commented that the administration is run well and commended the team.</p> <p>Some members contacted Louise Howells who on their behalf asked if future meetings could be held on different days as some members were unavailable on Tuesdays, it was agreed that the hearings for 2024/2025 will be scheduled across different days of the week to ensure all members are able to attend.</p> <p>Members were informed that blank claim forms will be included on the MS teams page</p>	LH  RB

	<b>PART II TRAINING</b>	
HMPODSC (24) 6.0	<p><u>Training</u> An IT skills training was provided for all members by Ruth Bourke</p> <p><u>Further training requirements</u> Training to be provided on Community Treatment Orders at the next meeting</p>	RB

	<b>Date and time of next meeting</b>	
HMPODSC (24) 7.0	Tuesday 26 <sup>th</sup> November 2024 at 13.30 via MS Teams	