



**TABLE OF ACTIONS FROM
MENTAL HEALTH LEGISLATION ASSURANCE COMMITTEE MEETING
HELD ON 24th June 2019**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
MHLAC(16)27 & (18)04 & (18)38 & (19)04	Locked Door Policy Explore putting together a formal document around the locking of doors. The policy is due to go to MH&LD Written Control Documents Group in February and will be brought to MHLAC in March.		September 2019	Final version to be included on agenda for information
MHLAC (18) 43 & (19)07 & (19)17	Scrutiny Group update <ul style="list-style-type: none"> Joe Teape and Paul Newman to discuss the direction of the Scrutiny Group and direction from the Mental Health Legislation Assurance Committee and to feedback at the next meeting. 	JT/PN	September 2019	PN & JT Joe Teape have met to discuss. JT has since met with LC and SR to note concerns. The Scrutiny Performance Report needs a level of drill down beneath it and SR assured she will try and supply that in future however resource remains an issue. CS and AD have also met with PN PN has spoken to Jo Wilson on clarification of how this committee links in to provide assurance.
MHLAC (18)44	Mr Teape informed work is being undertaken towards assurance being	LC	March 2019	

	<p>provided on each level and fed up to this committee.</p> <p>An annual work plan is required for scrutiny group.</p>	SR	September 2019	secure
MHLAC (18)44	PN informed the sub-committee structure and performance metrics need refining. Clarity is required as to what is recorded at what level and to what detail. PN and JT to liaise with Jo Wilson on this.	PN/JT	September 2019	
MHLAC (19)23	Angie Darlington and Joe Teape to meet to discuss service user representation on the MH&LD Quality, Safety & Experience Sub-Committee.	AD/JT	September 2019	AD, JT and PN have met to discuss. The meeting was positive. Any comments to be sent to AD.
	Joe Teape and Paul Newman to discuss which external reports are presented to each Committee/Sub-Committee	JT/PN	September 2019	Update to be provided
MHLAC(19)30	All consider extensions to the MHLAC ToR and establish any new legislations the committee is obliged to adhere to.	SRob	September 2019	A full review of terms of reference across Wales is ongoing with the support of the Board Secretary. Alongside this we will review the interface between the committees and discuss with the Chair and Vice Chair alternative options going forward. This will also ensure clarity on the relevant legislation. This will aim to be completed by the next meeting of the MHLAC.
	Mr Teape to liaise with Ms Wilson to verify the extent ToR are standard across all Wales.	JT	September 2019	
	Mrs Rees to explore the options around Scrutiny Group being more workshop based.	SR	September 2019	
	Dotted line to be added to flowchart connecting Partnership Board	LC/LR	September 2019	

MHLAC(19)32	Bespoke Repatriation – Ms Darlington to speak to Sue Owen from Gofal to request she contact Carmarthenshire Domestic Abuse services to ensure joint working with the project.	AD	September 2019	
MHLAC(19)37	<p>Thematic Review:</p> <p>Mrs Sara Rees to bring legislative actions from the overarching action plan to MHLAC for assurance purposes.</p> <p>Mr Teape to query with Ms Jo Wilson whether any outstanding actions be reported to this committee via an exception report. Mr Teape to check correct escalation protocol with Ms Wilson</p>	<p>SR</p> <p>JT</p>	<p>September 2019</p> <p>September 2019</p>	<p>Following establishment of the Executive Performance Reviews in July last year, it was agreed that monitoring of action plans would be taken off Sub-Committee agendas to prevent duplication and free up sub-committee agendas. MH QSESC are very proactive and do still oversee delivery by receiving their tracker at each meeting and while they don't necessarily report any outstanding actions up to QSEAC in their update report, QSEAC does receive the HIW & CHC Trackers at each meeting (appended to the External Monitoring Report) which shows the no of recs that are red. Monitoring therefore currently takes place at Executive Performance Reviews, MH QSESC, QSEAC and for escalation via ARAC</p>

MHLAC(19)39	<p>Scrutiny Group Performance Report::</p> <p>Scrutiny Group Terms of Reference – ‘Ensure and Advise’ to be amended to read ‘Assure and Advise’.</p> <p>Mr Newman/Mrs Rees to highlight to Board lack of data analysis from the 3 local authorities and request this be taken to the Regional Partnership Board.</p>	<p>SR</p> <p>SR</p>	<p>September 2019</p> <p>September 2019</p>	
MHLAC(19)40	<p>Power of Discharge Sub-Committee:</p> <p>Mrs Sara Rees and Ms Angie Darlington to liaise in relation to setting up a workshop for hospital managers and patients to provide feedback on the use of handheld devices at hearings.</p>	<p>SRob</p>	<p>September 2019</p>	