

TABLE OF ACTIONS

People, Planning & Performance Assurance Committee (PPPAC) meeting held on 17th December 2020

| MINUTE REFERENCE | ACTION | LEAD | TIMESCALE | PROGRESS |
|------------------|---|-------|-----------|--|
| PPPAC(20)75 | <p>Table of Actions and Matters Arising from Meeting Held on 29th October 2020 - Psychological Wellbeing Report</p> <ul style="list-style-type: none"> To discuss at the next BAME meeting what, if anything, is holding back the “all other ethnic groups” cohort of staff from utilising the Psychological Wellbeing Service, and to provide an update at the PPPAC meeting on 25/02/21. | LG | 11/02/21 | Verbal update to be provided at 25/02/21 PPPAC meeting - (Suzanne Tarrant, Consultant Clinical Psychologist, to be invited to the February 2021 meeting of the BAME Advisory Board to outline services available and any issues to date that she is gleaned from BAME members of staff with a view then for her & Rob Blake, Senior OD Manager, to host a focus group with members of the BAME network). |
| PPPAC(20)78 | <p>Integrated Performance Assurance Report</p> <ul style="list-style-type: none"> To provide a more detailed explanation at future PPPAC meetings with regard to the measures put in place to manage patients on waiting lists and how prioritisation and risk is being managed. To ensure that more detailed information is included within the reports provided to PPPAC with regard to waiting times for stroke patients. To raise with the Chair of QSEAC to ensure that appropriate procedures are in place to communicate with patients on waiting lists. | KJ | 11/02/21 | Verbal update to be provided at 25/02/21 PPPAC meeting |
| | | KJ | 11/02/21 | Complete |
| | | AC/KJ | 11/02/21 | Complete |
| PPPAC(20)79 | <p>Welsh Language Standards Update</p> <ul style="list-style-type: none"> To review and agree the frequency of Welsh Language Standards reporting to PPPAC. To provide a Welsh Language Standards update in terms of compliance and the identification of any risks to the April 2021 PPPAC meeting. | JW/CW | 11/02/21 | Complete |
| | | JW/YB | 13/04/21 | Forward planned for April 2021 PPPAC agenda. |

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| PPPAC(20)80 | Brexit <ul style="list-style-type: none"> To consider a de-risking of the RAG rated Social Care risk (negative impact on social care providers could result in a knock-on impact to the Health Board). | HT | 11/02/21 | Complete |
| PPPAC(20)81 | Quarters 3 & 4 Operating Framework Update <ul style="list-style-type: none"> To ensure that regular updates are provided to the Community Health Council with regard to any changes to service delivery. | JP/KJ | 15/01/21 | Complete |
| PPPAC(20)84 | Corporate Risks Allocated To PPPAC <ul style="list-style-type: none"> To obtain an update from the Director of Primary Care, Community & Long Term Care, in relation to whether <i>Risk 1028 (Delivery of Q3/4 Operating Plan – Risk that Primary Care contractors may not be able to operate)</i> should be updated and whether there is a contingency plan due to the vulnerability of the current environment. | JW | 11/02/21 | Complete - The risk has been reviewed and updated. The risk score has reduced from 12 to 6. The Risk Lead has advised that the contingency plan is around business continuity planning and buddying arrangements. |
| PPPAC(20)85 | Operational Risks Allocated To PPPAC <ul style="list-style-type: none"> To re-assess <i>Risk 54 (Non achievement of agreed performance for urgent & non-urgent suspected cancers affects the whole Health Board)</i> and to establish the consequences for patients. | AC/KJ | 11/02/21 | Complete – Re-assessed and discussed at COVID-19 QSEAC meeting. |
| PPPAC(20)86 | Capital Estates & IM&T Sub-Committee & Ratification Of Terms Of Reference <ul style="list-style-type: none"> To discuss with the PPPAC Chair and Board Secretary whether digital response documents be presented to PPPAC or Board Seminar in the future. | HT | 11/02/21 | Complete (Board Seminar) |
| PPPAC(20)91 | ARCH <ul style="list-style-type: none"> To discuss, at Executive Team meeting, the potential for increased ARCH representation to ensure HDdUHB is appropriately represented in the future. | LG/HT | 11/02/21 | Complete - To be confirmed with the new Director of Strategic Development & Operational Planning upon commencement in role. |

AC – Andrew Carruthers
JW – Joanne Wilson

CW – Claire Williams
KJ – Keith Jones

HT – Huw Thomas
LG – Lisa Gostling

JG – John Gammon
YB – Yvonne Burson

JP – Jill Paterson

TABLE OF ACTIONS

People, Planning & Performance Assurance Committee (PPPAC) extra-ordinary meeting held on 10th February 2021

| MINUTE REFERENCE | ACTION | LEAD | TIMESCALE | PROGRESS |
|------------------|---|------|-----------|----------|
| PPPAC (21)03 | <p>Mass Vaccination Programme Delivery Plan</p> <ul style="list-style-type: none"> Should a further update be received at the National Board meeting scheduled for 12/02/21 concerning "<i>In the second phase, further recommendations are awaited from JCVI and we hope the rest of the population in Wales will be vaccinated. The advice from the JCVI is that the focus for this first phase should be on preventing further hospital admissions and vaccinating those people who are at increased risk first</i>", an update to be provided to Independent Members. | RJ | 17/02/21 | |

RJ – Ros Jervis