



**PWYLLGOR CYNLLUNIO POBL A SICRWYDD PERFFORMIAD
PEOPLE PLANNING AND PERFORMANCE ASSURANCE COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	27 August 2020
TEITL YR ADRODDIAD: TITLE OF REPORT:	Quarterly Annual Plan Monitoring Return (Quarter 4 (2019/20) and Quarter 1 (2020/21))
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Huw Thomas, Director of Finance
SWYDDOG ADRODD: REPORTING OFFICER:	Paul Williams, Assistant Director of Strategic Planning Daniel Warm, Strategic Planning Manager

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Trafodaeth/For Discussion

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

This report provides the People, Planning and Performance Assurance Committee (PPPAC) with an update on the quarterly annual plan monitoring return for Quarter 4 of the 2019/20 plan and Quarter 1 of the 2020/21 plan. Given the current COVID-19 pandemic, processes usually expected with respect to the planning cycle, including the monitoring of plans have been suspended by Welsh Government (WG).

PPPAC is asked to note the current situation.

Cefndir / Background

In previous quarters, prior to the COVID-19 pandemic, Hywel Dda University Health Board (HDdUHB) would be expected by WG to monitor progress against the actions noted in our Annual Plans, and report these through PPPAC on a quarterly basis. PPPAC's predecessor the Business Planning and Performance Assurance Committee last received a report in February 2020 for Quarter 3 of the 2019/20 Annual Plan. Therefore, a report on the final quarter of 2019/20 would now be due.

Further, the Annual Plan for 2020/21 was submitted to WG in March 2020 and therefore a report on the first quarter of this year would be expected to be reported upon at this point in time.

However, as noted in a paper presented to PPPAC in June 2020 regarding the planning cycle for 2020/21, a letter from WG to HDdUHB on 18th March 2020, confirmed the planning process was to be paused, stating: "However, in the light of the COVID-19 challenges a decision has been made to pause the Integrated Medium Term Plan (IMTP) and annual plan process. Pausing will mean that your organisation can continue to focus your attention on the immediate actions required in the coming weeks and months. In due course, at a more appropriate time, we will discuss with you any further implications for this year's plan and the next planning cycle". A further email in April 2020 clarified that the suspension of activities included the reporting of actions both for 2019/20 and 2020/21 plans.

As also noted in the June 2020 PPPAC paper, the 2020/21 Plan has been superseded by quarterly responses to the WG Coronavirus (COVID-19) NHS Wales Operating Framework, with Quarters 1 and 2 submitted in June 2020 and July 2020 respectively.

Asesiad / Assessment

Given that the current situation regarding the COVID-19 pandemic and the pausing of planning processes, together with the introduction of the Operating Framework, the monitoring of actions from the annual plans for 2019/20 (Quarter 4) and 2020/21 (Quarter 1) has also been suspended. Therefore, PPPAC is asked to note this situation.

Monitoring of the actions of the Operational Framework responses for Quarters 1 and 2 will be through the Quarter 3 and 4 response, however the Committee's view is sought on whether this will provide the necessary assurance required in terms of discharging PPPAC's delegated duty to monitor progress against delivery of the Health Board's plans.

Initial indications from WG suggest that a combined Quarter 3 and 4 response will be required, guidance for which is likely to be published in September 2020, with a submission date of late September/early October 2020.

At this stage, no further guidance has been issued from WG on the resumption of the Planning process for IMTPs and Annual Plans.

Argymhelliad / Recommendation

PPPAC is asked to note the current situation with regards to the monitoring of the annual plans for 2019/20 (Quarter 4) and 2020/21 (Quarter 1) and consider how and where progress against actions contained within the Operational Framework responses should be monitored to provide onward assurance to the Board.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.3 Provide assurance to the Board that the planning cycle is being taken forward and implemented in accordance with University Health Board and Welsh Government requirements, guidance and timescales.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	All Health & Care Standards Apply
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable

Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2019-19	9. All HDdUHB Well-being Objectives apply
---	---

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Included within the report
Rhestr Termiau: Glossary of Terms:	Included within the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cynllunio Pobl a Sicrwydd Perfformiad: Parties / Committees consulted prior to People, Planning and Performance Assurance Committee:	Not applicable

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Any financial impacts and considerations are identified in the report.
Ansawdd / Gofal Claf: Quality / Patient Care:	Any issues are identified in the report
Gweithlu: Workforce:	Any issues are identified in the report
Risg: Risk:	Consideration and focus on risk is inherent within the report. A sound system of internal control helps to ensure any risks are identified, assessed and managed.
Cyfreithiol: Legal:	Any issues are identified in the report
Enw Da: Reputational:	Any issues are identified in the report
Gyfrinachedd: Privacy:	Not applicable
Cydraddoldeb: Equality:	Not applicable