



**CYFARFOD BWRDD PRIFYSGOL IECHYD
STRATEGIC DEVELOPMENT AND OPERATIONAL DELIVERY COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	27 June 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Monitoring of Welsh Health Circulars (WHCs)
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Dr Ardiana Gjini, Director of Public Health
SWYDDOG ADRODD: REPORTING OFFICER:	Rachel Williams, Head of Assurance and Risk

Pwrpas yr Adroddiad (dewiswch fel yn addas) Purpose of the Report (select as appropriate)
Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

<p><u>Sefyllfa / Situation</u></p> <p>This report to the Strategic Development and Operational Delivery Committee (SDODC) includes updates on progress in relation to the implementation of Welsh Health Circulars (WHCs), which come under the remit of SDODC and its Sub-Committee structure. The Committee is requested to receive assurance from the lead Executive/Director or Supporting Officer on the management of WHCs within their area of responsibility, particularly in respect of understanding when the WHC will be delivered, any barriers to delivery, impacts of non/late delivery and assurance that the risks associated with these are being managed effectively.</p>
<p><u>Cefndir / Background</u></p> <p>WHCs provide a streamlined, transparent and traceable method of communication between NHS Wales and NHS organisations relating to different areas such as estates, finance, governance, health professional letters, information governance, quality and safety, legislation, planning, performance and delivery, policy, public health, research, science, and workforce. WHCs are published on the Welsh Government website.</p> <p>The Board has requested that WHCs that have not been implemented by the stated timescales should be closely monitored via its committee structure to provide assurance on the compliance and delivery of the outstanding WHC, in addition to an understanding of the impacts resulting from late/non-delivery.</p>
<p><u>Asesiad / Assessment</u></p> <p>WHCs are not always clear in terms of implementation timescales and as a result these were previously reported as Amber (ie on schedule). The Assurance and Risk Team seek updates from leads on WHCs to determine the planned date for implementation by the Health Board where a specific date is not provided in the guidance itself. The following Red, Amber, Green (RAG) status is now applied to WHCs:</p> <ul style="list-style-type: none"> Red = behind schedule to the timescale provided by the Lead officer, or a plan (with date for implementation) is not yet in place

- **Amber** = a plan is in place and on schedule to be completed by the timescale provided by the Lead Officer
- **Green** = completed
- **Blue** = External ie, the means to achieve compliance is currently outside the gift of the Health Board

An update from each Supporting Officer, in respect of the WHCs that fall under the remit of SDODC, is attached at Appendix 1.

The following WHCs have been received and confirmed as having a plan in place and being on schedule to be completed by the timescale provided (Amber RAG status):

WHC Ref	Name of WHC	Date Issued	Lead Executive /Director	Progress Update	Health Board Completion Date
043-23	Vaccination of Healthcare Staff to Protect Against Measles – FOLLOW UP <i>(link to follow up WHC not available online)</i>	18/03/24	Director of Public Health	A follow-up to the original WHC was issued in March 2024, with a revised date of May 2024 noted within, recognising the requirement of Health Boards to submit results of follow-up audits to Vaccination Programme Wales by 31 May 2024. An action plan has been developed, and its implementation will be monitored by the Vaccination Oversight Group.	May 2024
008-24	Vaccination Against Measles - Urgent Action	02/02/24	Director of Public Health	Limited vaccination has commenced within primary schools, however the data cleansing received from Digital Health and Care Wales (DHCW) is challenging and the Health Board is working with the Vaccine Preventable Disease Programme (VPDP) to remain on track.	July 2024

WHCs which have been completed (Green RAG status)

WHC Ref	Name of WHC	Date Issued	Lead Executive/Director	Progress Update
044-23	Influenza (flu) Vaccination Programme deployment 'mop up' 2023- 2024	11/12/23	Director of Public Health	The WHC has been implemented, with the offering of 'mop up' flu vaccinations completed in March 2024.
047-23	Influenza Vaccines and Eligible Cohorts for the 2024/25 season	21/12/23	Director of Public Health	The WHC has been confirmed as implemented and shared appropriately. The WHC informs the Health Board's influenza programme for 2024/25.

Argymhelliad / Recommendation

The Committee is requested to:

- **RECEIVE ASSURANCE**, or otherwise, from the lead Executive/Director or Supporting Officer on the management of WHCs within their area of responsibility, particularly in respect of understanding when the WHC will be delivered, any barriers to delivery, impacts of non/late delivery and assurance that the risks associated with these are being managed effectively.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable.
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	7. All apply
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Cynllunio Planning Objectives	All Planning Objectives Apply

Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable
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Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Underpinning WHC actions on the WHC Tracker from across HDdUHB's services reviewed by the lead Executive/Director or Supporting Officer.
Rhestr Termiau: Glossary of Terms:	N/A
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	Relevant Lead Executives/Lead Directors or Supporting Officers.

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	No direct impacts from report however organisations are expected to have effective monitoring systems in place and take steps to ensure actions are delivered effectively.
Ansawdd / Gofal Claf: Quality / Patient Care:	No direct impacts from report however organisations are expected to have effective monitoring systems in place and take steps to ensure actions are delivered effectively.
Gweithlu: Workforce:	No direct impacts from report however organisations are expected to have effective monitoring systems in place and take steps to ensure actions are delivered effectively.
Risg: Risk:	No direct impacts from report however organisations are expected to have effective audit and assurance mechanisms in place, along with risk management systems in place for any associated risks.
Cyfreithiol: Legal:	No direct impacts from report.

Enw Da: Reputational:	<p>Poor management of WHCs can lead to loss of stakeholder confidence. Organisations are expected to have effective monitoring systems in place and take steps to ensure actions are delivered effectively.</p>
Gyfrinachedd: Privacy:	<p>No direct impacts from report.</p>
Cydraddoldeb: Equality:	<p>No direct impacts from report however each action is outlined in description of overarching actions required.</p>

WHC No	Name of WHC	Link to WHC	Date Issued	Status	Category	Overarching Actions Required	Lead Director	Lead Officer	Date of Expiry / Review	Action required from	Action required by	Status RAG / R - behind schedule / A - on schedule / G - Completed	Assurance reporting	Progress update	Lead Service / Directorate	UHB implementation date	Datix risk reference	Additional resources required
008-24	Vaccination Against Measles - Urgent Action	https://www.gov.wales/vaccination-children-protect-against-measles-whc2024008	02/02/2024	Action/Compliance	Public Health	<p>Given the scale and immediacy of the threat posed by a serious measles outbreak here in Wales, WG are requesting that further urgent and more co-ordinated action is taken to mitigate the risk. Health Boards are directed to undertake an urgent 6-month uptake improvement plan to ensure:</p> <ul style="list-style-type: none"> - By 31st July 2024, every school in Wales with 50 pupils or more on roll has 90% of its pupils recorded as having received two doses of MMR for pupils of reception age and above. - Where this has not been achieved, the Health Board will be required to document the reasons why it hasn't been possible and set out further steps which will be taken to achieve it. <p>Health Boards to focus first on the schools with the lowest uptake. If staff are un/under vaccinated or are unsure of their immunity status in a school where vaccination catch-up activity is being undertaken, the MMR vaccine can also be offered to adults.</p> <p>WG is aware that this call to action will lead to an increased number of parents contacting GPs to check their child's vaccination status and to request vaccination and thanks them for their support.</p> <p>WG have requested that Health Boards prepare for a potential measles outbreak.</p>	Director of Public Health	Lynne Edwards	N/A	Chief Executives, Health Boards/Trusts; Medical Directors, Health Boards/Trust; Directors of Primary Care, Health Boards/Trusts; Nurse Executive Directors, Health Boards/Trusts; Chief Pharmacists, Health Boards/Trusts; Directors of Public Health, Health Boards/Trusts; Directors of Workforce and Organisational Development, Health Boards/Trusts; Executive Director of Public Health, Public Health Wales; Nurse Director, Public Health Wales; Head of Vaccine Preventable Disease Programme, Public Health Wales; Director of Planning, Vaccination Programme Wales, NHS Wales Executive; General Practitioners; Community Pharmacies; Directors of Therapies and Health Sciences	31/07/2024	Amber	SDODC	Limited vaccination has commenced within Primary Schools, however the data cleansing received from Digital Health and Care Wales (DHCW) is challenging and the UHB are working with Vaccine Preventable Disease Programme (VPDP) to remain on track.	Public Health	31/07/2024	N/A	No
043-23	Vaccination of Healthcare Staff to Protect Against Measles Follow Up	https://www.gov.wales/vaccination-healthcare-staff-protect-against-measles-whc2023043	18/03/2024	Compliance/Action	Public Health	<p>Follow up letter to health professionals about vaccinating healthcare staff against measles.</p> <p>Vaccination Programme Wales will ask health boards to report the results of their follow up audits in May. To provide assurance of the ongoing efforts, a request that where the following details have not yet been provided to VPW, they are emailed to Vaccination Programme Wales by 5 April 2024</p>	Director of Public Health	Director of Public Health	N/A	Health Boards/Trusts	Apr-24	Amber	SDODC	This follow-up to the original WHC was issued in March 2024, with a revised date of May 2024 noted recognising the requirement of Health Boards to submit results of follow-up audits to Vaccination Programme Wales by 31st May 2024. An action plan has been developed, and its implementation will be monitored by the Vaccination Oversight Group.	Public Health	Apr-24	N/A	No
044-23	Influenza (flu) Vaccination Programme deployment 'mop up' 2023- 2024	https://www.gov.wales/change-influenza-flu-vaccination-programme-2023-2024-whc2023044.html	11/12/2023	Action	Public Health	WG are asking health boards to support Primary Care services with targeted flu 'mop up' work from January 2024. This action aims to maximise uptake in all adult groups, particularly those in a clinical risk group.	Director of Public Health	Lynne Edwards	N/A	WG would like health boards to engage directly with the 25% of GP practices which currently have the lowest flu vaccine uptake in their areas, to support them in every way possible to offer vaccination to their eligible patient cohorts.	Not provided	Green	SDODC	WHC implemented- Offering mop up flu vaccinations completing at the end of March 2024.	Public Health	Mar-24	N/A	N/A

WHC No	Name of WHC	Link to WHC	Date Issued	Status	Category	Overarching Actions Required	Lead Director	Lead Officer	Date of Expiry / Review	Action required from	Action required by	Status RAG / R - behind schedule / A - on schedule / G - Completed	Assurance reporting	Progress update	Lead Service / Directorate	UHB implementation date	Datix risk reference	Additional resources required
047-23	Influenza Vaccines and Eligible Cohorts for the 2024/25 season	https://www.gov.wales/influenza-vaccines-and-eligible-cohorts-2024-2025-season-whc2023047	21/12/2023	Compliance/Action	Public Health	This information is being issued at this time to enable plans for the delivery of next year's flu vaccination programme to be put in place. A well-planned and executed programme which results in the timely delivery of vaccination is vital to ensuring the eligible population is protected before flu activity starts to increase during the winter months.	Director of Public Health	Director of Public Health	N/A	Chief Executives, Health Boards/ Trusts Immunisation Leads, Health Boards/Trusts Immunisation Coordinators, Health Boards Vaccination Operational Leads	N/A	Green	SDODC	WHC has been cited and shared appropriately. This WHC is being used by the UHB as it outlines the flu programme for 24/25. Implemented.	Public Health	Mar-24	N/A	N/A