



PWYLLGOR ADNODDAU CYNALIADWY SUSTAINABLE RESOURCES COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	27 February 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Monitoring of Welsh Health Circulars (WHCs)
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Huw Thomas, Director of Finance
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

Sefyllfa / Situation

This report to the Sustainable Resource Committee (SRC) includes updates on progress in relation to the implementation of Welsh Health Circulars (WHCs), which come under the remit of SRC 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.

Cefndir / Background

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](#).

The Board has requested that WHCs that have not been implemented by the stated timescales should be closely monitored by its Committee structure, in order to provide assurance on the compliance and delivery of the outstanding WHC, in addition to an understanding of the impacts resulting from late or non-delivery.

Asesiad / Assessment

The classification system for WHCs mirrors the classification system used in the Audit & Inspection Tracker to account for WHCs for which the means of compliance are currently outside the gift of the Health Board.

WHCs are not always clear in terms of implementation timescales, a result of which previously these were reported as “Amber” (i.e., on schedule). The Assurance and Risk Team have been seeking updates from leads on these 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 BRAG status is now applied to WHCs:

- **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 i.e., 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 SRC, is attached at Appendix 1.

WHCs which have not been implemented within stated timescales or where an implementation date has not been specified (Red RAG status).

WHC Ref	Name of WHC	Date Issued	Lead Executive /Director	Progress Update	Health Board Completion Date
005-22	Data requirements for Value Based Health Care	24/03/22	Director of Finance	A change of supplier will take place in April 2024. The Information Services team can submit unstructured data in relation to key pathways when required as agreed by the national Value Based Health Care team as an interim solution until the new PROMS supplier is procured and implemented across the Health Board. A risk around timescales and change of supplier will be considered once this implementation is complete.	Feb-23 Apr-24

The following WHCs which 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
---------	-------------	-------------	--------------------------	-----------------	------------------------------

007-15	Update on the all-Wales position of the Emergency Department Clinical Information Management System (EDCIMS) <i>No online link available</i>	30/03/15	Director of Finance	Implementation of this WHC is delayed as a result of slow progress on a national level, and a lack of funding at a local level for the EDCIMS project. Currently there is no planned timescale for commencement. The Assurance and Risk Team are currently in discussion with the service regarding the risks surrounding the lack of an all-Wales electronic patient record system within Emergency Departments.	Mar-25
048-23	2024-25 Health Board revenue allocation	21/12/23	Director of Finance	This WHC will be confirmed as implemented once the Board has approved the Annual Plan at its meeting in March 2024. A briefing paper has been shared with the Executive Team outlining the key changes expected. The Health Board's planning cycle is currently underway and will cover all actions required to implement a new budget following the announcements made within the WHC by 31 March 2024, when the plan will be submitted to Welsh Government (WG).	Mar-24

WHCs which have been completed since the last report in August 2023 (Green RAG status)

WHC Ref	Name of WHC	Date Issued	Lead Executive/ Director	Progress Update
009-22	Prioritisation of COVID-19 patient episodes by NHS Wales Clinical Coding	04/04/2022	Director of Finance	Confirmation received from Welsh Government in August 2023 that this WHC has been withdrawn.

Departments			
<p><u>Argymhelliad / Recommendation</u></p> <p>The Committee is requested to: -</p> <ul style="list-style-type: none"> • 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)	
Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	2.2 To receive an assurance on delivery against all relevant Planning Objectives falling in the main under Strategic Objective 6 Sustainable Use of Resources (See Appendix 1), in accordance with the Board approved timescales, as set out in HDdUHB's Annual Plan.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Risks to delivery of WHC's should be identified on directorate/service risk registers.
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

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 Termau: Glossary of Terms:	Contained within the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Datblygu Strategol a Chyflenwi Gweithredol: Parties / Committees consulted prior to Strategic Development and Operational Delivery Committee:	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:	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.

Gyfrinachedd: Privacy:	No direct impacts from report.
Cydraddoldeb: Equality:	No direct impacts from report however each action is outlined in description of overarching actions required.

WHC No	Year	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
007-15	2015	Update on the All Wales position of the EDCIMS (Emergency Department Clinical Information Management System)	Not available online	30.03.2015	Compliance	Information Technology	To reiterate the position of the Minister for Health and Social Services concerning the 'Once for Wales' Implementation of the Emergency Department Clinical Information System (EDCIMS) national programme.	Director of Finance	Anthony Tracey	Ongoing	Not provided	Not provided	Amber	SRC	26/05/2023 - This project has stalled nationally and so far, has only got off the ground in Swansea Bay UHB. Progress will be via the Digital Transformation team once planning commences.	Digital & Performance	31/03/2025	N/A	Given the pressures on the capital programme, funding not expected in 2022/2023. Planning phase expected in 2023/2024 with implementation in 2024/2025
005-22	2022	Data requirements for Value Based Health Care	https://gov.wales/welsh-value-health-centre-data-requirements-whc2022005	24.03.2022	Action	Information governance	Provides an update to the arrangements set out in WHC 2020(003), and in particular ensuring that the aim of higher value health and care as described in A Healthier Wales, the Welsh Government's long term plan for health and social care, is facilitated through the Welsh Value in Health Centre, in line with its strategy to 2024.	Director of Finance	Gareth Beynon	mar-25	Health Boards and NHS Trusts in Wales (Health Boards and Trusts) and Digital Health and Care Wales (DHCW)	Immediately	Red	SRC	11/12/2023 - A change of supplier will be happening in April 2024. Information Services team can submit unstructured data in relation to key pathways when required as agreed by the national Value Based Health Care team as an interim solution until the new PROMS supplier is procured and implemented across the Health Board. A risk around timescales and change of supplier will be considered once this implementation is complete.	Digital & Performance	Feb-23 Apr-24	TBC	TBC
048-23	2023	2024-25 Health Board revenue allocation	Not yet available	21.12.2023	Compliance	Finance	This allocation specifies the initial funding for your organisation for 2024-25. It should be used to develop plans to deliver against the priorities for 2024-25 set out in the NHS Planning Framework, and to continue to progress delivery of the vision set out in A Healthier Wales.	Director of Finance	Andrew Spratt	N/A	Chief Executives Directors of Finance	Immediate	Amber	SRC	The WHC will be implemented after Board approval of our Annual Plan in March 2024 and a briefing paper has been shared with Executive Team outlining the key changes expected. The Health Boards planning cycle is underway and will cover all actions required to implement a new budget following the announcements made within the WHC by the 31st March 2024, when the plan will be submitted to Welsh Government.	Finance	31/03/2024 (after Board endorsement/approval of our Annual Plan)	N/A	NA/