

Reference:	FOI.3146.20
Subject:	HDUHB websites, Board Directors and Board Members
Date of Request:	11 May 2020

Requested:

1. Would you please confirm the new website is www.hduhb.nhswales?
2. Would you please confirm the old website was www.hywelddahb.nhswales?
3. Would you please confirm that the old website has been archived and all data and information will still be available?
4. Would you please confirm that all Directors and Board members of HDUHB 'Your Health Board' now have full voting powers?

I understand that HDUHB General Meetings are public meetings, which means members of the public may attend HDUHB General Meetings to observe, but not take part in, the General Meetings.

5. Would you please confirm my understanding is correct?
6. Would you please confirm whether HDUHB General Meetings are recorded electronically or manually?
7. Would you please confirm which HDUHB Office/Officer is responsible for recording HDUHB General Meetings?

Response:

1. Hywel Dda University Health Board (UHB) confirms the new websites are:
English website: <https://hduhb.nhs.wales/>
Welsh website: <https://biphdd.gig.cymru/>
2. The UHB confirms the old websites were:
English website: www.hywelddahb.wales.nhs.uk
Welsh website: www.bihyweldda.wales.nhs.uk
3. The UHB confirms both the old and new websites are currently running alongside each other. This will continue until such a time that all appropriate information has been migrated onto the new platform. The UHB is working through the migration starting with the most frequently visited information on the old website, and has a four (4) month window to complete this. At the end of the four (4) month period, the UHB's developers, NHS Wales Informatics Service (NWIS), will archive the old website with the UK Archives, where it will remain to preserve access. For ease of reference, the UHB provides the link that will take you directly to the archive webpage <https://www.webarchive.org.uk/en/>
4. The UHB confirms all Independent Members have full voting rights. The Director of Primary Care, Community and Long Term Care, the Director of Partnerships and Corporate Services and the Board Secretary are core members of the Executive Team; however, they do not have

voting rights. This meets the requirements of the *Local Health Boards (Constitution, Membership and Procedures) Wales) Regulations 2009*.

The UHB has endeavoured to make this clear on our new website by adding “**Non-voting board member**” on the individual biographies. The UHB provides the link below to the “About Us/Your Health Board/Board Members page”:

<https://hduhb.nhs.wales/about-us/your-health-board/board-members/>

Due to limitations within MURA, the digital platform that supports the UHB’s new website, it precludes use of a free text box to add this detail to the front screen “About Us/Your Health Board/Board Members” webpage. This limitation has been raised with NWIS who have advised that it is likely to be some time before such a system change can be implemented.

5. The UHB confirms your understanding is correct. Public Board meetings are meetings held in public as opposed to public meetings. This means the public are welcome to observe proceedings, although not take part in, the debate. Admission of the public, the press and other observers is routinely encouraged. However, due to the necessary social distancing requirements currently in place due to the COVID-19 pandemic precluding such attendance, the UHB is considering a variety of opportunities to enable virtual accessibility to Public Board meetings during this time (see response to question 6 below).

In addition, the UHB holds an Annual General Meeting (AGM) where provision is made for an open Question & Answer session for those attending proceedings.

6. The UHB confirms, minutes are taken of each Public Board meeting and are routinely approved at each subsequent Public Board meeting. Given the current need to preclude members of the public from attending Public Board meetings due to the social distancing requirements necessary due to the COVID-19 pandemic, the UHB has committed to posting the draft, unapproved minutes from each meeting to its website within seven (7) days to enable the public to access the content as soon as possible.

Pre-COVID-19, the UHB conducted its Public Board meetings via webcasting arrangements in place with partner organisations, such as Local Authorities, in order to allow those members of the public who were unable to, or who chose not to, attend the meeting in person to access the content in real time. Unfortunately, but understandably, these arrangements with our partner organisations had to cease from our March 2020 Public Board meeting onwards, due to the pandemic, as their premises closed to comply with the necessary social distancing requirements in place.

Given the likely need to live with social distancing measures for the foreseeable future, to mitigate the ability to comply with the requirements of the *Public Bodies (Admissions to Meetings) Act 1960*, the UHB has been striving to re-introduce some form of Public Board streaming, to maintain the ability of the public to observe proceedings. This was trialled at our May 2020 Public Board meeting, with support from our in house IT Department and Microsoft Team colleagues. Although we were unable to post a live recording to the website on this occasion due to a number of factors, which still need to be worked though with Microsoft Teams, we were able to post a full recording of the meeting onto our website within twenty-four (24) hours.

The UHB is aiming to use our Extra-ordinary Public Board meeting on 23 June 2020, convened to consider the UHB’s 2019/20 Annual Accounts, as a test for live-streaming proceedings

through Microsoft Teams, prior to going live at our next formal Public Board meeting scheduled in July 2020.

7. The UHB confirms the Board Secretary on behalf of the Board has overall responsibility for the recording of UHB Public Board meetings.