

Bundle Public Board 24 September 2020

6.1 Committee Update Reports / Adroddiadau Diweddarau Pwyllgorau

Presenter: Joanne Wilson

SBAR Committee Update Reports September 2020

MHLAC Update Report from meeting on 1 September 2020

IC Update Report from meeting on 30 July 2020

HPF Update Report from meeting on 20 July 2020

**CYFARFOD BWRDD PRIFYSGOL IECHYD
UNIVERSITY HEALTH BOARD MEETING**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	24 September 2020
TEITL YR ADRODDIAD: TITLE OF REPORT:	Committee Update Reports
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Joanne Wilson, Board Secretary
SWYDDOG ADRODD: REPORTING OFFICER:	Clare Moorcroft, Committee Services Officer

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The purpose of this report is to provide the Board with a level of assurance in respect of recent Board level Committee meetings that have been held since the previous Board report and are not reported separately on the Board agenda, as follows:

- Mental Health Legislation Assurance Committee (MHLAC) held on 1st September 2020.

Additionally, in respect of the In-Committee Board meeting held on 30th July 2020.

This report also provides an update to the Board in respect of recent Advisory Group meetings held, as follows:

- Healthcare Professionals Forum held on 20th July 2020.

Cefndir / Background

The Hywel Dda University Health Board (UHB) Standing Orders, approved in line with Welsh Government guidance, require that a number of Board Committees are established. In line with this guidance, the following Committees have been established:

- Audit & Risk Assurance Committee
- Charitable Funds Committee
- Mental Health Legislation Assurance Committee
- Quality, Safety and Experience Assurance Committee
- Remuneration and Terms of Service Committee

The Board has established the following additional Committees:

- Finance Committee
- Health & Safety Assurance Committee
- People, Planning & Performance Assurance Committee

Attached to this report are individual summaries of the key decisions and matters considered by each of the Committees held since the previous Board report, where these are not separately reported to the Board.

Approved minutes from each of the Committees meetings are available on the UHB's website via the link below:

<https://hduhb.nhs.wales/about-us/governance-arrangements/statutory-committees/>

The UHB has approved Standing Orders, in line with Welsh Government guidance, in relation to the establishment of Advisory Groups. In line with this guidance, the following Advisory Groups have been established:

- Stakeholder Reference Group
- Staff Partnership Forum
- Healthcare Professionals Forum

Asesiad / Assessment

Matters Requiring Board Level Consideration or Approval:

There were no matters raised by the Mental Health Legislation Assurance Committee, In-Committee Board or Healthcare Professionals Forum which require Board level consideration or approval.

Key Risks and Issues/Matters of Concern:

The Mental Health Legislation Assurance Committee raised the following key risks and issues/matters of concern:

- The impact on service users relating to the Tribunal Service offering telephone only contact has been highlighted and is being discussed on an All Wales basis with the Vice Chairs' Group across all health boards.

The In-Committee Board raised the following key risks and issues/matters of concern:

- Financial Forecast Position:
 - The inherent financial and commercial risks associated with Field Hospitals;
 - Ongoing challenges in achieving financial targets.
- Concerns in relation to equitable access to tertiary services for HDdUHB patients;
- Concerns in relation to provision of suitable placements for patients with complex mental health conditions.

The Healthcare Professionals Forum raised the following key risks and issues/matters of concern:

- Primary Care members reported instances of patients returning to Primary Care, having been referred to Secondary Care, with the Forum querying the capacity required to address the backlogs created. The Forum was satisfied to hear that the COVID-19 outbreak had been a situation where all parties have had to learn and rethink many established systems and pathways which had resulted in instances of unintended circumstances occurring. Work is ongoing to identify and address the capacity and backlog.
- It was noted that patients' digital solutions had not always allowed for virtual consultations, meaning that this model does not suit all circumstances. The Forum was satisfied that this challenge was understood, and that alternative access would be necessary for these patients.

Argymhelliad / Recommendation

The Board is asked to:

- Endorse the updates, recognising any matters requiring Board level consideration or approval and the key risks and issues/matters of concern identified, in respect of work undertaken on behalf of the Board at recent Committee meetings;
- Receive the update report in respect of the In-Committee Board meeting;
- Receive the update reports in respect of recent Advisory Group meetings.

Amcanion: (rhaid cwblhau) Objectives: (must be completed)	
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): Hyperlink to NHS Wales Health & Care Standards	Governance, Leadership and Accountability
Amcanion Strategol y BIP: UHB Strategic Objectives: Hyperlink to HDdUHB Strategic Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Statement	Improve efficiency and quality of services through collaboration with people, communities and partners

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Standing Orders External Governance Review
Rhestr Termiau: Glossary of Terms:	Included within the body of the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	Committee and Advisory Group Chairs

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Explicit within the individual Update Reports where appropriate.
Ansawdd / Gofal Claf: Quality / Patient Care:	Explicit within the individual Update Reports where appropriate.
Gweithlu: Workforce:	Not Applicable

Risg: Risk:	Not Applicable
Cyfreithiol: Legal:	<p>The Board has approved Standing Orders in relation to the establishment of Board level Committees. In line with its model Standing Orders, the Health Board has established Board level Committees, the activities of which require reporting to the Board.</p> <p>In line with its model Standing Orders, the Health Board has established a Stakeholder Reference Group, a Healthcare Professionals Forum and a Partnership Forum, the activities of which require reporting to the Board.</p>
Enw Da: Reputational:	Not Applicable
Gyfrinachedd: Privacy:	Not Applicable
Cydraddoldeb: Equality:	Not Applicable

Enw'r Pwyllgor / Name of Committee	Mental Health Legislation Assurance Committee
Cadeirydd y Pwyllgor/ Chair of Committee:	Judith Hardisty (Vice Chair)
Cyfnod Adrodd/ Reporting Period:	Meeting held on 1 st September 2020
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<p>This report summarises the work of the Mental Health Legislation Assurance Committee (MHLAC) at its meeting held on 1st September 2020, with the following highlighted:</p> <ul style="list-style-type: none"> • The MHLAC Terms of Reference were reviewed and amendments agreed with the revised Terms of Reference to be presented to the December 2020 meeting for onward approval to the Board. • An update was received from the Interim Head of Nursing (Mental Health & Learning Disabilities) regarding the newly formed Quality & Safety Assurance / Improvement Group and its future structure and format of meetings. • An update on the work of the Mental Health Legislation Scrutiny Group was provided by the Chair (Head of Service: Adult Mental Health). The Group has now reinstated a meeting timetable and will be undertaking further analysis on Section 2 and Section 3 service users' experiences and reporting back to MHLAC at its December 2020 meeting. The Group will also monitor Out of Area Care and contact with service user's carers and families. • The MHLAC Performance Report for Quarter 1, 2020/21 was presented by the Mental Health Legislation Administration Team where data was divided to illustrate Older Adult and Adult service users thereby allowing more scrutiny. The report also provided feedback from service users which indicated that the restriction to telephone only contact from the Tribunals Service was causing some challenges. • The Director of Mental Health & Learning Disabilities Directorate provided an update on changes made to continue and progress services during the pandemic period, including (but not restricted to) the development of protocols and processes to enable patients to continue to be reviewed (both face to face and via e-platform); increased (7 day) working patterns; conveyance scheme; development of centralised S136 in Bryngofal with 'soft' S136 option in Gorwellion (providing a template for similar options across the counties); medical staffing issues and concerns regarding future estate provisions across the Directorate to enable appropriate social/physical distancing. • An updated workplan to be developed with the Director of Operations and Director of Mental Health & Learning Disabilities for submission to MHLAC at its December 2020 meeting. • The amended MHLAC Annual Report (originally received in June by the Board) was received and the additional paragraph, on page 5, from the carer representative (acknowledging an improvement in the understanding of the requirement but that achievement of the intent of the Measure was still work in progress) was acknowledged. 	

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer /

Matters Requiring Board Level Consideration or Approval:

None

Risgiau Allweddol a Materion Pryder /

Key Risks and Issues/ Matters of Concern:

The impact on service users relating to the Tribunal Service offering telephone only contact has been highlighted and is being discussed on an All Wales basis with the Vice Chairs' Group across all health boards.

Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /

Planned Committee Business for the Next Reporting Period:

Adrodd yn y Dyfodol / Future Reporting:

Items to be received at the December meeting:

- Staff Story;
- Specialist Child & Adolescent Mental Health to provide a report on admissions and patient pathway;
- Scrutiny Group to provide further analysis into the background of care provided and service users' experiences prior to Section 2 and Section 3 detention;
- Revised MHLAC Terms of Reference; and
- Revised MHLAC workplan.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

Wednesday 2nd December 2020

Enw'r Pwyllgor / Name of Committee	In-Committee Board
Cadeirydd y Pwyllgor/ Chair of Committee:	Miss Maria Battle
Cyfnod Adrodd/ Reporting Period:	Meeting held on 30 th July 2020
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> • Financial Forecast Position – a report on the Financial Forecast Position was received. • Suspensions Report – the In-Committee Board received the most recent Suspensions Report, providing an update on all employment suspensions as at 30th June 2020. • In-Committee Audit & Risk Assurance Committee (ARAC) – the In-Committee Board received an update report from the In-Committee ARAC meeting held on 23rd June 2020. • In-Committee Quality, Safety & Experience Assurance Committee (QSEAC) – the In-Committee Board received an update report from the In-Committee QSEAC meeting held on 9th June 2020. • In-Committee Finance Committee – the In-Committee Board received update reports from the In-Committee Finance Committee meetings held on 26th May and 25th June 2020. • In-Committee Health & Safety Assurance Committee (HSAC) – the In-Committee Board received an update report from the HSAC meeting held on 22nd June 2020. • Remuneration & Terms of Service Committee (RTSC) – the In-Committee Board received an update report from the RTSC meeting held on 28th May 2020. • In-Committee Welsh Health Specialised Services Committee (WHSSC) – the In-Committee Board received an update report from the In-Committee WHSSC meeting held on 14th July 2020. 	
Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer / Matters Requiring Board Level Consideration or Approval:	
None.	
Risgiau Allweddol a Materion Pryder / Key Risks and Issues/ Matters of Concern:	
<ul style="list-style-type: none"> • Financial Forecast Position: <ul style="list-style-type: none"> ○ The inherent financial and commercial risks associated with Field Hospitals; ○ Ongoing challenges in achieving financial targets. • Concerns in relation to equitable access to tertiary services for HDdUHB patients; • Concerns in relation to provision of suitable placements for patients with complex mental health conditions. 	

**Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /
Planned Committee Business for the Next Reporting Period:**

Adrodd yn y Dyfodol / Future Reporting:

To be confirmed.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

24th September 2020.

Enw'r Pwyllgor / Name of Committee	Healthcare Professionals Forum
Cadeirydd y Pwyllgor/ Chair of Committee:	Dr Mo Nazemi (Incoming Chair)
Cyfnod Adrodd/ Reporting Period:	Meeting held on 20 th July 2020
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Forum:	
<p>The Forum received a presentation / update regarding the operational framework for Quarter 2 and the remainder of 2020, followed by a Question & Answer session. The membership was advised that the framework considers how to balance restarting selected services, at the same time as managing the risks associated with COVID-19.</p> <p>Rhian Bond, Assistant Director of Primary Care, updated the Forum on current practices within General Medical Services (GMS), Community Pharmacy, Dentistry and Optometry. Feedback from Primary Care members was offered.</p> <p>Elaine Lorton, County Director, Pembrokeshire, provided an update on community care and explained that, increasingly, a regional approach has been taken to provide a consistent response and pathways for proactive, interim, long term and palliative care.</p> <p>Keith Jones, Director of Secondary Care, provided an update on acute services. Members noted that certain non COVID-19 streams had seen reduced volumes of patients, as an unexpected side-effect of the outbreak; with the greatest concern regarding the impact on cancer services provision. It was also highlighted to the Forum that it is unlikely there will be any significant return of non-urgent surgery throughout Quarter 2, 2020/21.</p> <p>Following questions regarding non-cancer patients being adversely affected by the existing urgent pathways, it was noted that clinical urgency is the deciding factor in how patients are treated.</p> <p>The Forum welcomed the updates provided by the presenters, and requested a further update at a later date.</p>	
Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer / Matters Requiring Board Level Consideration or Approval:	
<ul style="list-style-type: none"> • None 	
Risgiau Allweddol a Materion Pryder / Key Risks and Issues/ Matters of Concern:	
<ul style="list-style-type: none"> • Primary Care members reported instances of patients returning to Primary Care, having been referred to Secondary Care, with the Forum querying the capacity required to address the backlogs created. The Forum was satisfied to hear that the COVID-19 outbreak had been a situation where all parties have had to learn 	

and rethink many established systems and pathways which had resulted in instances of unintended circumstances occurring. Work is ongoing to identify and address the capacity and backlog.

- It was noted that patients' digital solutions had not always allowed for virtual consultations, meaning that this model does not suit all circumstances. The Forum was satisfied that this challenge was understood, and that alternative access would be necessary for these patients.

**Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /
Planned Forum Business for the Next Reporting Period:**

Adrodd yn y Dyfodol / Future Reporting:

To be confirmed.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

20th September 2020