

Bundle Public Board 30 July 2020

- 4.1 Committee Update Reports / Adroddiadau Diweddarau Pwyllgorau
Presenter: Joanne Wilson
SBAR Committee Update Reports July 2020
IC Board Update Report from meeting on 28 May 2020



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

DYDDIAD Y CYFARFOD: DATE OF MEETING:	30 July 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.

There are no Board level Committee meeting reports for consideration, due to the following meetings being stood down as a result of COVID-19:

- Mental Health Legislation Assurance Committee (MHLAC) meeting scheduled for 2nd June 2020;
- Charitable Funds Committee (CFC) meeting scheduled for 16th June 2020;
- Staff Partnership Forum meeting scheduled for 8th June 2020;
- Healthcare Professionals Forum;
- Stakeholder Reference Group.

An update report from the In-Committee Board meeting held on 28th May 2020 is appended.

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:

<http://www.wales.nhs.uk/sitesplus/862/page/72048>

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

In-Committee Board meeting held on 28th May 2020

Matters Requiring Board Level Consideration or Approval:

There were no matters requiring Board level consideration or approval.

Key Risks and Issues/Matters of Concern:

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

- Financial Forecast Position:
 - Continuing Healthcare costs;
 - The inherent financial and commercial risks associated with Field Hospitals;
 - Ongoing challenges in achieving financial targets, exacerbated by the costs associated with COVID-19.

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;

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
Partïon / 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:	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. 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.
Enw Da: Reputational:	Not Applicable
Gyfrinachedd: Privacy:	Not Applicable
Cydraddoldeb: Equality:	Not Applicable

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 28 th May 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, intended to brief the In-Committee Board on the position and take Members through the approach to financial forecasting, was received. • Suspensions Report – the In-Committee Board received the most recent Suspensions Report, providing an update on all employment suspensions as at 30th April 2020. • In-Committee Audit & Risk Assurance Committee (ARAC) – the In-Committee Board received an update report from the In-Committee ARAC meeting held on 21st April 2020. • In-Committee Finance Committee – the In-Committee Board received an update report from the In-Committee Finance Committee meeting held on 28th April 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 7th April 2020. • Remuneration & Terms of Service Committee (RTSC) – the In-Committee Board received an update report from the RTSC meeting held on 7th April 2020. • In-Committee Welsh Health Specialised Services Committee (WHSSC) – the In-Committee Board received update reports from the In-Committee WHSSC meetings held on 10th March and 12th May 2020. 	
Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar 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"> ○ Continuing Health Care costs; ○ The inherent financial and commercial risks associated with Field Hospitals; ○ Ongoing challenges in achieving financial targets, exacerbated by the costs associated with COVID-19. 	
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:	
To be confirmed.	