

**COFNODION Y CYFARFOD BWRDD IECHYD PRIFYSGOL
CYMERADWYO/ APPROVED
MINUTES OF THE UNIVERSITY HEALTH BOARD MEETING**

Date of Meeting:	09:00 THURSDAY 14 DECEMBER 2023
Venue:	YSTWYTH BOARDROOM, HAFAN DERWEN, CARMARTHEN

Present:	<p>Mrs Judith Hardisty, Interim Chair, Hywel Dda University Health Board Cllr. Rhodri Evans, Interim Vice Chair, Hywel Dda University Health Board Mr Maynard Davies, Independent Member (Information Technology) Mr Michael Imperato, Independent Member (Legal) Ms Anna Lewis, Independent Member (Community) Ms Ann Murphy, Independent Member (Trade Union) Mrs Chantal Patel, Independent Member (University) (VC) Ms Delyth Raynsford, Independent Member (Community) Mr Iwan Thomas, Independent Member (Third Sector) Mr Steve Moore, Chief Executive Professor Philip Kloer, Executive Medical Director and Deputy Chief Executive Dr Ardiana Gjini, Executive Director of Public Health Mrs Lisa Gostling, Executive Director of Workforce & Organisational Development Mrs Mandy Rayani, Executive Director of Nursing, Quality & Patient Experience Mr James Severs, Executive Director of Therapies and Health Science Mr Huw Thomas, Executive Director of Finance</p>
In Attendance:	<p>Ms Jill Paterson, Director of Primary Care, Community & Long-Term Care Mrs Joanne Wilson, Director of Corporate Governance/Board Secretary Ms Alwena Hughes-Moakes, Communications and Engagement Director Mrs Sharon Daniel, Deputy Director of Nursing, Quality & Patient Experience Ms Rhian Bond, Assistant Director of Primary Care Ms Helen Williams, Deputy Regional Director, Llais (VC) Mrs Margaret Davies, Committee Services Officer (Minutes)</p>

Agenda Item	Item	Action
PM(23)236	<p>INTRODUCTIONS & APOLOGIES FOR ABSENCE</p> <p>The Chair, Mrs Judith Hardisty welcomed everyone to this Extraordinary Board meeting, held to consider:</p> <ul style="list-style-type: none"> The General Medical Services contract relating to the Cross Hands and Tumble Medical Practice Approval for Reinforced Autoclaved Aerated Concrete (RAAC) works over £1m for the Outpatient Department A and main kitchen at Withybush Hospital (WGH) <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> Mr Winston Weir, Independent Member Mr Andrew Carruthers, Executive Director of Operations Mr Lee Davies, Executive Director of Strategy and Planning 	

PM(23)237	DECLARATION OF INTERESTS	
	Mrs Delyth Raynsford declared an interest in that a close relative is a patient of the Cross Hands and Tumble Medical Practice.	

PM(23)238	<p>PRIMARY CARE CONTRACTUAL APPLICATIONS: CROSS HANDS AND TUMBLE MEDICAL PRACTICE (VACANT PRACTICE PANEL RECOMMENDATIONS)</p> <p>Ms Jill Paterson extended thanks to the members of the population and the Cross Hands and Tumble Medical Practice. Thanks were also extended to Llais and the Health Board Communications and Engagement Team for supporting the consultation arrangements and events.</p> <p>The Tumble and Cross Hands Medical Practice gave contractual notice of termination of their contract in terms of providing General Medical Services (GMS) on 29 September 2023, which will come into effect six months later, on 31 March 2024. It is, therefore, essential that the Health Board considers the available options and arrangements for the practice going forward from 1 April 2024.</p> <p>The Vacant Practice Panel met on 17 October 2023 to examine the options. Under these circumstances, there are four options that were considered:</p> <ol style="list-style-type: none"> 1. The procurement of a GMS contract by another GMS provider 2. The procurement of an APMS contract (Alternative Provider of Medical Services) 3. Dispersal of the patient population to other practices 4. The Health Board taking over the contract as a managed practice <p>There are 7,600 patients across the main site in Tumble and the branch site located in Cross Hands Health Centre. The Practice is due to relocate to the new Cross Hands Health and Wellbeing Centre when this is completed, along with the neighbouring Penygroes Surgery. There are six practices that share some common area across the population base.</p> <p>Over the past two years, the Health Board has been working closely with the practice regarding advice on issues relating to financial and workforce pressures. These issues have affected their ability to run the practice, compounded by the resignation of a Partner. As a consequence of these pressures, a termination notice was given to the Health Board.</p> <p>In line with regulations, prior to the Vacant Practice Panel, there was an informal process for Expressions of Interest, which resulted in two practices expressing an interest in taking over the practice population. There were a number of other practices who expressed that they could take part of the practice population. The Vacant Practice Panel considered all of the options. In line with the fact that there were expressions of interest, it was identified that it would be reasonable for two preferred options to go forward for consideration:</p>	
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1. A formal tender process for a GMS or APMS provider
2. Dispersal of the Practice list

With regard to the managed practice option, the panel had concerns that there are already two of the existing managed practices which rely heavily on locums, and it would be a further financial strain to add an additional practice.

Various engagement opportunities were available to the public. Communications were sent by post to all registered patients. Two public engagement drop-in events were held, one in Tumble Village Hall on 8 November 2023 and a second in Cross Hands Club and Institute on 21 November 2023. Patients could also engage by:

- Returning questionnaires to a freepost address
- Online through the Have Your Say / Dweud eich Dweud site
- By email to the Communications hub
- By telephone to the Communications hub
- Feedback directly to Llais online using the Health Board Questionnaire

Over 500 responses were received. 426 patients (85% of respondents) indicated that they would prefer services to be operated by another provider such as another GP practice. 46 patients (9% of respondents) indicated they would prefer their registration to be transferred by the Health Board to another local GP Practice.

Mrs Hardisty enquired whether there is a baseline figure for costs of a managed practice. Ms Rhian Bond advised that there are budget plans in place, however, the costs are currently over the budget for the existing managed practices. The indication is that the Health Board taking over another managed practice could add a further cost pressure of £500,000 onto the Primary Care budget. Ms Paterson assured Members that there is an understanding of the baseline operating budget for a practice; however, it is difficult to express this in the same way for an independent contractor. By way of balance, there are certain efficiencies involved with managed practices. However, it is accepted both locally and across Wales that the main challenge and financial pressure is locum medical costs.

Referencing a query via the online Chat facility from Mrs Chantal Patel, Mrs Joanne Wilson enquired whether an impact assessment had been conducted around those who may not be able to access GP services. In response, Ms Paterson advised that there had not been a specific impact assessment relating to this situation. She suggested that a wider piece of work is required around access to services for all practice populations. This is something that all practices are asked to consider, and one which the Health Board has to consider for its own managed practices, to ensure that a range of mechanisms are in place.

In response to a query around the use of Quality Impact Assessments, Ms Paterson suggested that quality is considered 'in the round'; however, conceded that the Quality Impact Assessment had not been

used in considering this particular decision. Referencing page 5 of the report, Professor Philip Kloer was impressed that 426 people (85%) said that they would like to see the provision of General Medical Services continue to be delivered out of Tumble and Cross Hands by a new Service provider. His question was regarding the Health Board's planned infrastructure investment in this area, which would have affected this practice, and whether the Board's decision would impact in any way on these plans. With regards to the planned development in the Cross Hands area, Ms Paterson confirmed that it would be recommended as part of any procurement process that this option be available. Likewise, should the decision ultimately be a Health Board managed practice, the new facility would be part of the plans.

Mr Iwan Thomas enquired whether the influx of residents to new houses in the area would cause an impact, with further demand on the services. Ms Bond advised that certain of the existing practices in the area have advised that they have the scope to develop further.

Mr Steve Moore thanked the teams for the work undertaken and expressed that it may be useful to look at the Quality Impact of the two options being considered.

Ms Ann Murphy enquired regarding the impact on the staff in the practice. Ms Paterson advised that the staff are the responsibility of the independent contractor and it is, therefore, their responsibility to ensure that an appropriate process is in place.

Members of the Board questioned the wording of the recommendation within the paper in relation to the process should the procurement exercise not be successful. Ms Paterson noted that the alternate option in the paper would then be progressed. The Board did not support this proposal, recognising that they had not been provided with sufficient information to be able to agree that recommendation. It was, therefore, agreed that, should the procurement exercise not be successful, a further Extraordinary Public Board meeting would be called, to enable full consideration of alternate options.

The Chair thanked Ms Paterson, the teams involved and also Llais.

The Board:

- **NOTED** the recommendations of the Vacant Practice Panel
- **CONSIDERED** the outcome of the public and stakeholder engagement, including the response from Llais
- **AGREED** that, in response to the public and stakeholder engagement, a formal Procurement exercise should be undertaken to secure a new General Medical Services provider to deliver care to the current registered population for Tumble and Cross Hands
- **AGREED** that, if the procurement exercise does not identify a suitable single GMS provider for the onward provision of General Medical Services, the Board gives full consideration to the other options available which includes managed list dispersal or a Health Board Managed Practice. This would require convening a further Extraordinary Public Board meeting.

PM(23)239	<p>APPROVAL FOR RAAC WORKS OVER £1M AT OUTPATIENT DEPARTMENT A AND THE MAIN KITCHEN AT WGH</p> <p>Mr Huw Thomas explained that approval is required from the Board as the contract in question is over £1m. The contract involves £1,170,425.55 (excluding VAT) to 'Lewis Construction Ltd', with call-off agreement for works at Outpatient Department A and the Main Kitchen at Withybush Hospital. It is in line with the NHS Wales Shared Services Partnership's (NWSSP) Construction Framework West for west Wales and with UK/EU requirements.</p> <p>Mr Maynard Davies enquired whether the contract cost is capped. Mr Thomas advised that he will check to confirm that this is the case.</p>	HT
	<p>The Board:</p> <ul style="list-style-type: none"> • APPROVED the award of the contract at £1,170,425.55 (excluding VAT) to 'Lewis Construction Ltd', with call-off agreement for works at Outpatient Department A and the Main Kitchen at Withybush Hospital • NOTED that, as the continued structural surveys take place at Withybush Hospital, the construction framework suppliers will be asked to provide framework costs for the works required on a rotational basis as the requirements at each phase are confirmed 	
PM(23)240	<p>ANY OTHER BUSINESS</p> <p>There was no other business reported.</p>	
PM(23)241	<p>DATE AND TIME OF NEXT MEETING</p> <p>9.30am, Thursday 25 January 2024 Ceredigion County Council Headquarters Offices, Aberaeron</p>	