



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

DYDDIAD Y CYFARFOD: DATE OF MEETING:	26 January 2023
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:

- Charitable Funds Committee held on 28th November 2022;
- Mental Health Legislation Committee held on 12th December 2022.

Additionally, in respect of the In-Committee Board meeting held on 24th November 2022.

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

- Stakeholder Reference Group held on 15th November 2022;
- Staff Partnership Forum held during December 2022.

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

The Board has established the following additional Committees:

- Sustainable Resources Committee
- Health and Safety Committee

- People, Organisational Development and Culture Committee
- Strategic Development and Operational Delivery 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/board-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 statutory 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 Charitable Funds Committee, Mental Health Legislation Committee, In-Committee Board, Stakeholder Reference Group or Staff Partnership Forum which require Board level consideration or approval.

Key Risks and Issues/Matters of Concern:

The Charitable Funds Committee raised the following key risks and issues/matters of concern:

- Recognition of the frustration with delays to the transfer of the charity's portfolio from Sarasin to CCLA, and a request for a report to the next Committee meeting to present a timeline and lessons learnt from this process.
- Assurance received from the proposal to develop a framework, which would allow the setting of parameters for the establishment of new funds, alongside a drive to reduce the overall number of funding lines.
- The update on the Hydrotherapy Pool: JC Williams (Elizabeth Williams Endowment) Trust Fund, advising that the Trust accounting process with the US courts is ongoing and that a lack of regular communication from PNC means that it is not possible to confirm a timeframe for the completion and release of funds. A further update will be presented to the Committee following the Elizabeth Williams Endowment Administration Committee meeting being held on 13th January 2023.

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

- An inconsistency in terms of police approach, which was causing issues in Suspensions cases.

There were no key risks and issues or matters of concern raised by the Mental Health Legislation Committee, Stakeholder Reference Group or Staff Partnership Forum.

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):	Governance, Leadership and Accountability
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 2018-2019	9. All HDdUHB Well-being Objectives apply

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.
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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	Charitable Funds Committee
Cadeirydd y Pwyllgor/ Chair of Committee:	Delyth Raynsford, Independent Member
Cyfnod Adrodd/ Reporting Period:	Meeting held on 28 th November 2022
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> <p>Charitable Funds Making a Difference: Family Counsellor Request – the Committee received a presentation highlighting the positive impact of charitable funding to the service, staff, patients, and their families. The funding for a Family Counsellor for a two year pilot was approved by the Committee in September 2021. The Committee was advised that a review of all the fragmented bereavement services across the Health Board will be undertaken, and that funding has been received from Welsh Government (WG) to map services, with the aspiration to establish a single bereavement service as a single point of contact for those seeking support. With regard to an exit strategy in place, the Committee received assurance that an update will be presented to the Quality, Safety and Experience Committee in January 2023 to commence discussions on the exit strategy and any further associated funding required to maintain the Family Counsellor role to ensure that families using the service are considered and there is a mechanism in place to continue the provision of bereavement support. The Committee received further assurance that mechanisms are in place for Ty Cymorth to support families if the role does not continue.</p> <p>Investment Advisor Performance Update – the Committee received the Investment Advisor Performance Update from CCLA and were advised that the charity's portfolio has not yet been transferred over to CCLA from Sarasin due to a significant amount of paperwork requested from the outgoing Investment Advisor. The Committee received assurance that the transfer is anticipated to be completed within the next few weeks and that a report outlining the timeline and lessons learnt from this process will be presented to the March 2023 Committee meeting.</p> <p>Integrated Hywel Dda Health Charities Performance Report – the Committee received the Integrated Hywel Dda Health Charities Performance Report, providing an update on the charity's performance and position as at 30th September 2022. The Committee noted that the net assets of the charity have increased by £1,503,619 for the period and that the charity's overall income from donations, grants and legacies has increased by 366% in comparison to income received for the same period in the previous financial year. Expenditure on charitable activities for the period 1st April to 30th September 2022 was £221,770, which represents a 71% decrease in comparison to expenditure for the previous financial year. The Committee was advised that this decrease is due to the figures not reflecting the value of orders raised and not yet receipted, or commitments made for the remainder of this financial year. The Committee received assurance that these costs would be included within future reports to the Committee. With regard to the</p> 	

significant decrease in expenditure for charitable activities, the Committee received assurance that the charity's strategy will explore how resources are invested to encourage innovation and expenditure and how accessibility to funds can be improved. The Committee was advised of ongoing work to unpick the 200+ charitable funding lines within the Health Board and the importance of growing the general fund to ensure that those services who do not have a funding line have access to charitable funds.

- **Draft Annual Report and Accounts 2021/22** – the Committee received the Draft Annual Report and Accounts 2021/22, providing an overview of the Hywel Dda Health Charities accounts. Due to delays to the completion of the external auditing of the accounts, and to enable submission of the accounts to the Charity Commission by the 31st January 2023 deadline, an extraordinary Committee meeting has been scheduled for 26th January 2023 to approve the audited final accounts.
- **Self-Assessment of Committee Effectiveness: Outcome of Results** – the Committee received the report, report, presenting the outcome of the CFC Self-Assessment 2021/22 process, and received assurance that any actions from the CFC Self-Assessment 2021/22 are being progressed within the agreed timescales.
- **Charitable Funds Sub-Committee (CFSC) Update Report** – the Committee received the CFSC Update Report providing a summary of the CFSC's activity between 6th September and 8th November 2022. In light of the Committee's earlier discussions regarding the need to reduce the number of designated charitable funds, the Committee raised concern regarding the Sub-Committee's approval of the request for the establishment of a new charitable fund for the Adult Attention Deficit Hyperactivity Disorder (ADHD) Service (Mental Health and Learning Disabilities Directorate) to support expenditure above and beyond core NHS budgets to enhance the services provided to ADHD service users and staff associated with the service. The Committee received assurance that, as the request for the establishment of a new charitable fund for the ADHD service has already been approved by the CFSC, contact will be made with the Director of MHLD to understand their rationale for the request and to understand how they can support the streamlining of funds, as identified within the charity's strategic approach. Further assurance was received regarding the development of a framework to review the appropriateness of each individual fund, which will be presented to the March 2023 Committee meeting.
- **Consideration of Charitable Funds Expenditure Requiring Committee Approval: Period Poverty** – the Committee supported in principle the application for £2,908 of charitable funding to support the roll out of a three month pilot scheme to provide sanitary products for staff in Witybush General Hospital, subject to the outcome of a conversation with the Interim General Manager Women and Children's Services. In response to queries about why this pilot was being proposed at only one site, the Committee was advised that there is currently no baseline data available and setting up a pilot on a small scale would also provide an idea of how many sanitary products

would be needed. The Committee requested that consideration be given to the overall Women's Health plan for the Health Board, which will apply to both staff and patient well-being, and to other organisations that could potentially support this pilot. The Committee was reminded of the charity's charitable objectives, recognising that the relief of poverty does not fall within these charitable objectives. However, expenditure to support staff wellbeing is considered appropriate when any direct benefit to staff translates to improved patient care. Mindful of the potential challenge to not continue the pilot scheme after the 3 months, and to not roll out to other sites, including non-acute sites, the Committee agreed that, prior to Committee approval of the release of funds, further discussions will be held regarding a possible phased implementation. The Committee noted that approval of the request for funds can be provided prior to the next meeting via Chair's Action, if necessary.

- **Evaluation Report: Trainee Haematology Clinical Nurse Specialist Proposal (Ceredigion and Pembrokeshire)** – the Committee received the Evaluation Report for the Trainee Haematology Clinical Nurse Specialist Proposal (Ceredigion and Pembrokeshire) and noted the positive impact of charitable funding contribution for part time Trainee Haematology Clinical Nurse Specialist (CNS) posts in Ceredigion and Pembrokeshire to the service, staff and patients. The Committee was advised that recruitment for CNSs experienced in Haematology as a speciality is particularly challenging in Ceredigion and Pembrokeshire due to the distance from the M4 corridor. Together with the possibility of retirements within the current HDdUHB Haematology CNS workforce over the coming years, this initiative supports utilising the experience that exists within the current team to train future additions to the CNS workforce. Two Trainee CNSs were recruited to the part time posts in April 2022 and have both enrolled on Masters level academic study alongside their clinical placements. The Trainee posts are currently 8 months into the three year programme and much of the initial work has been around orientation and induction. It is anticipated that, through the term of the trainee programme, regular evaluations will be carried out, both in terms of the experiences of the Trainees themselves and the mentors, i.e., the current substantive CNSs. The Committee received assurance that Clinical Haematology is currently embarking on a Quality Improvement and Service Transformation Project, which will include the use of value based healthcare measures to evaluate the programme and that the capture of patient reported experience measures (PREMs) will be built into the evaluation of the programme going forward. With regard to the sustainability of the programme going forward, the Committee received further assurance that a stakeholder group has been established to look at the education framework for all CNS posts in Haematology to build in sustainability for the future, recognising that Haematology is a complex speciality across the UK.
- **Planning Objective 2E Deep Dive: Bronglais Chemo Appeal** – the Committee received the Planning Objective 2E Deep Dive into the Bronglais Chemo Appeal presentation, providing assurance on the delivery of the Planning Objective aligned to the Committee. The presentation outlined the key achievements of the appeal, including exceeding the appeal target five months ahead of schedule, which was achievable in part to a significant gift of

£300,000 from the Moondance Foundation. The Committee was advised of the positive engagement and support from clinical colleagues and the local community, including the success of the charity-led Coastal Path Walk, which raised in excess of £25,000. The Committee acknowledged the collaboration of the charity's Communications team and the Fundraising team on the development of an established and recognised brand for the appeal and noted the importance of maintaining relationships with the frontline service. With regard to the continuation of fundraising for the appeal, the Committee was advised that money is still coming into the appeal and welcomed the news that the charity will be partnering with Aberystwyth University as their charity of the year. However, as the appeal has officially ended, donations will instead support the Chemotherapy Day Unit as a whole.

- **Assurance on Planning Objectives Aligned to CFC** – the Committee received assurance on the current position in regard to the progress of the Planning Objective aligned to the Charitable Funds Committee, in order to provide onward assurance to the Board where Planning Objectives are progressing and are on target, and to raise any concerns where Planning Objectives are identified as behind in their status and/or not achieving against their key deliverables. The Committee received assurance that the charity's strategic direction going forward will align with the objective to make a positive difference to the health, wellbeing and experience of patients, service users and staff across the Health Board. The Committee also noted the update provided on the outstanding actions from the 2021/22 Planning Objective, and the key deliverables associated with its delivery.
- **Hydrotherapy Pool: JC Williams (Elizabeth Williams Endowment) Trust Fund Update** – the Committee received a verbal update, advising that the Trust accounting process with the US courts is ongoing and that a lack of regular communication from PNC, acting as Trustee under deed of Trust of the JC Williams Charitable Trust (Elizabeth Williams Endowment), means that it is not possible to confirm a timeframe for the completion and release of funds. The Committee was advised of correspondence to PNC to register concerns over the length of time it is taking to facilitate the release of funds and requesting a comprehensive update to be provided as a matter of urgency.

With regard to the external Llanelli Hydrotherapy Pool charity, the Committee was advised that, during September and October 2022, the trustees of the charity donated £303,230.23 of funds to HDdHC. The external charity confirmed that the donation is intended to support the running costs associated with the hydrotherapy pool at Pentre Awel, which may include equipment, therapy staffing costs and specialist education and training directly associated with the pool. The trustees of the charity also advised that it has been agreed the donation can be used to contribute to the construction costs of the hydrotherapy pool if these costs are not fully funded by the JC Williams Charitable Trust monies. The Committee received assurance that the donation was accepted by HDdHC and has been classified as a 'restricted' donation, to be used for the specific purposes as outlined by the trustees of the external charity. Prior to, and on making the donation, the trustees of the external charity were advised that HDdUHB cannot proceed with its plans to work collaboratively with

Carmarthenshire County Council to build the new Pentre Awel Hydrotherapy Pool until such time as the Health Board receives confirmation that PNC Bank is in agreement with releasing the trust fund for this purpose. Correspondence to the trustees confirmed that although HDdUHB is reasonably confident that the JC Williams Charitable Trust fund will be released for the development of the Pentre Awel Hydrotherapy Pool, HDdHC would not be in a position to honour the charity's wishes if the trust fund is not released by PNC Bank. The external charity was also advised to seek its own independent legal advice on this position and in relation to the winding down of the charity and transfer of funds to HDdHC. The Committee as advised that a further update will be provided at the March 2023 Committee meeting, following the Elizabeth Williams Endowment Administration Committee meeting being held on 13th January 2023.

- **Update on Expenditure – Staff Welfare and Wellbeing: Rest Areas** – the Committee received a verbal update on progress regarding the allocation of charitable funding approved in November 2021 for the creation and improvement of staff rest areas. The Committee received assurance that approximately 20% of the approved charitable funding has been spent to date and that approximately 85% of the funding has been allocated with a view to being spent by 31st March 2023. The Committee was advised of progress made to support the implementation of the British Medical Association (BMA) Fatigue and Facilities Charter thanks to the support of colleagues within the Medical Directorate. A further update on expenditure progress will be provided at the March 2023 Committee meeting.
- **Hywel Dda Health Charities Strategy 2023-26** – the Committee received the Hywel Dda Health Charities Strategy 2023-26 report and discussed the proposed objectives to enable operational work plans to be developed, in the context of the strategic objectives, for consideration by the Committee at its meeting in March 2023. The Committee received assurance that the operational work plans to be developed in the context of the strategic objectives will be focused on raising and distributing funds to make a positive difference to the health, wellbeing and experience of patients, service users and staff across the Health Board

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar eu cyfer /Matters Requiring Board Level Consideration or Approval:

No matters requiring Board level consideration or approval.

Risgiau Allweddol a Materion Pryder / Key Risks and Issues/ Matters of Concern:

- Recognition of the frustration with delays to the transfer of the charity's portfolio from Sarasin to CCLA, and a request for a report to the next Committee meeting to present a timeline and lessons learnt from this process.
- Assurance received from the proposal to develop a framework, which would allow the setting of parameters for the establishment of new funds, alongside a

drive to reduce the overall number of funding lines.

- The update on the Hydrotherapy Pool: JC Williams (Elizabeth Williams Endowment) Trust Fund, advising that the Trust accounting process with the US courts is ongoing and that a lack of regular communication from PNC means that it is not possible to confirm a timeframe for the completion and release of funds. A further update will be presented to the Committee following the Elizabeth Williams Endowment Administration Committee meeting being held on 13th January 2023.

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

Adrodd yn y Dyfodol / Future Reporting:

In addition to the items scheduled to be reviewed as part of the Committee's work programme, following up progress of the various actions identified at the previous Committee meeting will be undertaken.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

20th March 2023

**An extraordinary Committee meeting will be held on 26th January 2023 for the purpose of approving the Final Draft Report and Accounts 2021/22.*

Enw'r Pwyllgor / Name of Committee	Mental Health Legislation Committee (MHLC)
Cadeirydd y Pwyllgor/ Chair of Committee:	Judith Hardisty, UHB Vice-Chair
Cyfnod Adrodd/ Reporting Period:	Meeting held on 12 th December 2022
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 Committee (MHLC) at its meeting held on the 12th December 2022, with the following highlighted:</p> <ul style="list-style-type: none"> • The Annual Work Plan 2023-2024 was presented to the Committee for information and approval. The Annual Work Plan 2023-2024 will now be used to organise agenda items and approval of policies for 2023-2024. • The Mental Health Legislation Manager provided an update to Committee on the Scrutiny meeting which took place on 14th November 2022. The focus of the meeting was around the previous Action from the Ombudsman report in relation to availability of Section 12 Doctors. The group agreed for a Flowchart to be drafted on the AMHP Process and what action staff members should take if a Section 12 Doctor isn't available for a Mental Health Act Assessment. It was agreed that Local Authority Representatives will include evidence and detail on any issues they encounter within their future reports. Having this information shared within the group, will allow the group to discuss and address each issue within the meeting. • Terms of Reference - the Scrutiny Group are yet to agree on membership; therefore these have not yet been updated. The Mental Health Legislation Manger will ensure that this is included on the next Agenda. • The Mental Health (Wales) Measure 2010 Report was received prior to the meeting. Due to annual leave, Committee Members were given the opportunity to raise any questions they may have regarding the report. • The Power of Discharge Sub-Committee was held on 8th December 2022. Due to the timing of the meeting, Committee Members received a verbal update, where it was noted to Committee that discussions took place on the benefits of returning to face-to-face reviews with patients; and that patients are being given the choice to either attend face-to-face or virtually. The Tribunal Service is now holding hearings via MS Teams; some discussions are taking place to trial face-to-face hearings in Spring 2023. • The Assistant Director of Mental Health and Learning Disabilities provided a verbal update to the Committee on the Risk Register, noting that no risk updates required discussion during this meeting. The Director of Mental Health and Learning Disabilities will continue to undertake a periodical check. 	

- The Mental Health Legislation Committee Self-Assessment 2021/2022 was noted at the meeting, as part of the Governance process. The report was circulated prior to the meeting, to share the proposed template of the self-assessment and for the Committee to agree. The outcome of the MHLC Self-Assessment 2021/2022 will be presented to the March 2023 meeting.
- The Assistant Director of Mental Health & Learning Disabilities noted the following improvements in relation to SCAMHS: The compliance data in October data has now increased to 79.4% for Part A and 66% for Part B. The CTP element was also identified under Part 1 where the Assistant Director of Mental Health & Learning Disabilities has organised monthly CTP monitoring meetings to review compliance. The Assistant Director of Mental Health & Learning Disabilities noted that SCAMHS have now recruited 55 new employees since February 2022.
- The new Assistant Director of Nursing Ms Becky Temple-Purcell will be joining the Mental Health and Learning Disabilities Directorate on 27th February 2023.

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:

None.

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:

13th March 2023.

Enw'r Pwyllgor / Name of Committee	In-Committee Board
Cadeirydd y Pwyllgor/ Chair of Committee:	Miss Maria Battle, UHB Chair
Cyfnod Adrodd/ Reporting Period:	Meeting held on 24 th November 2022
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> • Suspensions Report – the In-Committee Board received the most recent Suspensions Report, providing an update on all employment suspensions as at 31st October 2022. • Land for New Hospital – the In-Committee Board noted the update provided scope, Welsh Government and resource requirements and work being undertaken. The In-Committee Board considered, in framing the questions for the Consultation, what might be important in narrowing down the shortlisted sites. • In-Committee Audit & Risk Assurance Committee (ARAC) – the In-Committee Board received an update report from the In-Committee ARAC meeting held on 18th October 2022. • In-Committee Quality, Safety & Experience Committee (QSEC) – the In-Committee Board received an update report from the In-Committee QSEC meeting held on 11th October 2022. • In-Committee Sustainable Resources Committee (SRC) – the In-Committee Board received an update report from the In-Committee SRC meeting held on 10th November 2022. • In-Committee Welsh Health Specialised Services Committee (WHSSC) – the In-Committee Board received an update report from the In-Committee WHSSC meeting held on 8th November 2022. 	
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"> • An inconsistency in terms of police approach, which was causing issues in Suspensions cases. 	
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:	
26 th January 2023.	

Enw'r Pwyllgor / Name of Committee	Stakeholder Reference Group (SRG)
Cadeirydd y Pwyllgor/ Chair of Committee:	Hazel Lloyd-Lubran
Cyfnod Adrodd/ Reporting Period:	Meeting held on 15 th November 2022
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> Integrated Medium-Term Plan: Strategic Objective 2: Working together to be the best we can be: It was noted that the Integrated Care Fund (ICF) had transitioned into the Regional Integration Fund (RIF) programme which is split into six models of care. The Carers' Strategy will be incorporated into the SRG workplan. It was suggested that SRG should receive an update on the investment of charitable funds at a future meeting. Cost of Living Impact: It was noted that at the March 2023 meeting, the Board will discuss Planning Objective 4K: Health Inequalities in terms of how to move forward to address approaches to tackling inequalities. The Health Equalities Advisory Group will incorporate structures into its plans which will align with the work being undertaken across the three local authorities, Public Services Boards (PSBs), third sector partners and charities. A joint workforce and Public Health task and finish group had been set up with the purpose of mapping this work to reduce overlap and duplication and focus resources. Liaison is also taking place with the leads of the other 33 county areas to share information and experiences across and throughout Wales. The language around messaging was discussed, so as not to cause additional alarm but emphasise awareness and support. <p>SRG agreed that the cost of living crisis is likely to impact individuals and communities for some considerable time to come; the impact is already being felt by the workforce, as evidenced in a recent survey. SRG noted the efforts being made by the Health Board to support its workforce through various initiatives.</p> <p>SRG is an ideal forum to share advice, expertise and direction through its networks. It was agreed that a workshop would be arranged between SRG and the Health Equalities Advisory Group and other interested parties, to explore the cost of living crisis in greater depth and create a collaborative overview, with a regionally structured, co-ordinated response and actions.</p> <ul style="list-style-type: none"> Cluster Plans: SRG received a presentation on the Cluster approach to health care which has now moved nationally into a phase of Accelerated Cluster Development (ACD) which links with Integrated Locality Planning (ILP) work currently being undertaken. It was noted that primary care contractors across the Hywel Dda region will work under core contractual conditions within Hywel Dda University Health Board (HDdUHB) Pan Cluster Groups. The meeting discussed patient/citizen engagement, collaboration and community engagement, referring to the trial taking place in Amman Gwendraeth which will provide much information for Cluster Group working. The meeting also referred to initiatives to engage community involvement such as Pocket 	

Medic which provides self-help educational videos for patients on various medical conditions.

- **Waiting Well/Waiting Lists Activity in HDdUHB:** It was noted that this aligns to Planning Objective 1E: Personalised care for patients waiting. The aim of the initiative is to provide a tiered approach to support patients whose planned care has been delayed due to the pandemic, to keep them updated with regard to their expected wait time through a single point of contact who can provide support, guidance and advice on self-management options during the process and can also, if required, escalate concerns should a patient's condition deteriorate. SRG was pleased to note the progress and success of the programme and noted the intention of a phased roll out to the general surgery and gastro/colorectal units by the end of November 2022.
- **Continuous Engagement – Public, Patient and Staff Engagement Group:** SRG noted that an Experience and Engagement Group (EEG) had been established to ensure the voices of staff, stakeholders, patients, carers and citizens are heard as and when the Health Board is developing and/or changing services, enabling collaboration and engagement, thereby informing and supporting the work of the Health Board in the development of appropriate guidance, policies, procedures, strategies and programmes of work, improving services, better meeting the needs and impacting positively on the health and wellbeing of individuals and communities.
- **New Urgent and Planned Care Hospital Project Update:** SRG noted that three sites had been shortlisted and will be the subject of formal consultation in January 2023, to staff, statutory stakeholders, wider stakeholders and targeted groups impacted and/or affected by the proposed development. The Health Board will prepare a Strategic Outline Case (SOC) once WG has agreed the scope, which it is hoped will be submitted to Board in July 2023. SRG noted that the Health Board had been awarded best practice certification by the Consultation Institute for the work undertaken and the process followed by the four land appraisal workstreams. SRG noted the 'green agenda' which is being incorporated into the Health Board's development programme, ie biodiversity, climate change, eco system; and further noted that an equality in health impact assessment on service provision is being updated to reflect current developments.

Comment was made that communication with the various and diverse interested groups must be clear in order to avoid any possible confusion and that feedback should be considered.

- **Regional Area Plan:** It was noted that the market stability report and population needs assessment are in the final stages of scrutiny and endorsement by local authorities, after which, the regional area plan will be presented to the Health Board for final scrutiny and sign-off. Next steps involve the development of an area plan, working with local offices and local authorities, including the Healthier County Boards, with regard to their wellbeing plans in order to find synergies and shared priorities and identify opportunities to work together whilst avoiding duplication. Plans will be developed through engagement activities and in conjunction with the Healthier County Boards, steered by and in consultation with the Integrated Executive Group which sits under the Regional Partnership Board.

- **Public Services Boards Wellbeing Plans Across Wales:** SRG noted that consultations will be live in all three counties by 5th December 2022. Draft County plans align and acknowledge specific area needs with focus on poverty, the cost of living crisis, climate change, reducing inequalities and also supporting growth of the economy and the workforce. Comment was made that RIF plans should also align. RIF funding will be reviewed at the end of this first year, with the intention that the following four years will see the transition of all projects from the development stage into mainstream funding.

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer / Matters Requiring Board Level Consideration or Approval:

There were no matters requiring Board level consideration or approval.

Risgiau Allweddol a Materion Pryder /Key Risks and Issues/ Matters of Concern:

No risks or matters of concern were identified.

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

Adrodd yn y Dyfodol / Future Reporting:

The following matters will be updated at a future SRG meeting:

- Arts in Health (January 2023)
- Charitable funds investment (to align with the CFC reporting cycle) Strategic Objective 4: 'The best health and wellbeing for our communities' (January 2023)
- Carers' Strategy
- Continuous Engagement Update
- Regional Area Plan
- Cluster Plans Update

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

17th January 2023

Enw'r Pwyllgor / Name of Committee	Staff Partnership Forum
Cadeirydd y Pwyllgor/ Chair of Advisory Group:	Lisa Gostling, Director of Workforce & OD & Anthony Dean, Joint Chair of Staff side Partnership Forum
Cyfnod Adrodd/ Reporting Period:	December 2022
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Advisory Group:	
<ul style="list-style-type: none"> • Health & Safety Update – an update was provided including the number of incidents recorded up to September 2022. A further update was provided around assault and confirmed support from Dyfed Powys Police. • Financial Position – the challenging financial position was discussed, together with whether there was an expectation that WG would continue to fund COVID costs. It was confirmed this had not been agreed to date. • Service Issues – it was reported that, whilst all services were under pressure, the Health Board remains on track in terms of recovery plans; with the new day centre opening in Prince Philip Hospital. Difficulties were still being experienced with regards to discharging patients. • Apprenticeships – an update was provided on apprenticeships within the Health Board, including confirmation that a review of pay is currently underway. • Sickness absence – it was reported that several staff are off sick due to waiting for outpatient appointments and/or surgery. Whilst it was noted that this was a national issue which had been discussed previously, information would be gathered and a conversation held centrally to establish whether this is an area WG would consider exploring to support staff returning to work and increasing services for patients. • Car Parking GGH – discussion took place surrounding the new parking facilities which were being developed; however, it was felt that prior to this there were still serious parking issues on site. This would be discussed further. • Catering Facilities Christmas Day – a query was raised regarding meals for staff on Christmas day as there appeared to be a change in provision. It was agreed to communicate confirmation of arrangements as soon as possible. • Interim Paediatric Services Update – an update was provided by the Service Manager regarding progress to date. It was noted that staff representatives had not been included in the consultation process despite previous involvement. Representatives apologised for this omission and gave a commitment to ensure staff representatives are included in all future consultation exercises. • Strategic Equality Annual Report – the annual report was shared with members. It was agreed this would be a focus of a workshop in 2023 and, prior to that event, equality and diversity representatives would look at Unite's Unity over Division Charter. 	

- **Carmarthen Town Centre Regeneration Development** – an overview was provided of plans to redevelop a building in Carmarthen as a Carmarthenshire Hub for health, wellbeing, culture and learning.
- **Policy approval** – a number of policies were shared for approval which, subject to no further comments being received, would be supported and submitted to the People, Organisational Development & Culture Committee for final approval in December 2022. One policy required further discussion prior to approval.

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:

None

Busnes Cynlluniedig y Pwyllgor ar gyfer y Cyfnod Adrodd Nesaf /

Planned Committee Business for the Next Reporting Period:

Adrodd yn y Dyfodol / Future Reporting:

Agenda to be agreed end of January 2023 in readiness for February meeting, to include Violence & Aggression update.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

7th February 2023