

**TABLE OF ACTIONS FROM  
HEALTH BOARD MEETING IN PUBLIC  
HELD ON 25 MAY 2023**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
PM(23)83	<b>MATTERS ARISING &amp; TABLE OF ACTIONS FROM THE MEETINGS HELD ON 30 MARCH 2023:</b>			
	<ul style="list-style-type: none"> <li>• <b>PM(23)58</b> – To follow-up on the issue of Mental Capacity Legislation training and the posters being developed</li> </ul>	MR	July 2023	Work is progressing with colleagues in L&D to improve the advertisement of courses, which has seen some improvements.
	<ul style="list-style-type: none"> <li>• <b>PM(23)65</b> – To circulate the Board Seminar date at which Primary Care is to be discussed when agreed</li> </ul>	JP/JW	July 2023	This has been included on the Board Seminar forward work plan; a date is yet to be agreed.
PM(23)86	<b>REPORT OF THE CHIEF EXECUTIVE:</b>			
	<ul style="list-style-type: none"> <li>• To add to the Ethics Panel Terms of Reference a statement around the ethical use of technology</li> </ul>	PK	July 2023	Completed. TORs updated and will be reviewed at next Ethics Panel meeting.
	<ul style="list-style-type: none"> <li>• To reissue communications regarding the purpose and use of the Ethics Panel to key personnel, including management staff</li> </ul>	PK	July 2023	Completed. Letter drafted, which will be issued with the process for requesting Ethics Panel advice.
	<ul style="list-style-type: none"> <li>• To schedule a discussion around whether an Ethical Framework should be developed and/or whether the Ethics Panel should be involved in development of the organisation's Annual Plan</li> </ul>	CP/SM/ PK	July 2023	Completed.

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PM(23)88	<b>REPORT OF THE QUALITY, SAFETY &amp; EXPERIENCE COMMITTEE:</b> <ul style="list-style-type: none"> <li>To include the RPB element of Health Visiting in QSEC discussions</li> </ul>	MR	July 2023	Completed. Forward planned for August 2023 QSEC meeting.
PM(23)90	<b>UPDATE ON ANNUAL PLAN 2023/24:</b> <ul style="list-style-type: none"> <li>To report the work being undertaken by the Executive Team and as part of the Governance Review to the Sustainable Resources Committee (SRC) prior to the next Board meeting</li> </ul>	SM/JW	July 2023	Agreed at ARAC meeting held on 20 June that the savings governance review and the Internal audit review would be discussed with the management responses reviewed at the August 2023 meeting. This will then be reported to Board in September 2023. A copy of the report has been shared with the Chair and the Chairs of ARAC and SRC.
PM(23)91	<b>IMPLEMENTING THE 'A HEALTHIER MID AND WEST WALES' STRATEGY:</b> <ul style="list-style-type: none"> <li>To pass on the Board's thanks to members of the Communications and Engagement team</li> </ul>	AHM	July 2023	Completed.
	<ul style="list-style-type: none"> <li>To contribute to the letter to Welsh Government around the land selection process</li> </ul>	MB	July 2023	Completed. Letter from Chair and Chief Executive sent to Welsh Government on 5 June 2023.
PM(23)92	<b>IMPROVING PATIENT EXPERIENCE REPORT:</b> <ul style="list-style-type: none"> <li>To speak to the team regarding the matter of contact being made with individual Board Members, and how the Patient Experience team might feed back progress on cases to Members</li> </ul>	MR	July 2023	Completed. Discussed with Assistant Director of Legal Services & Patient Experience. Feedback will be provided routinely where multiple contacts are made with individuals.

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	<ul style="list-style-type: none"> <li>To discuss with Mr Carruthers negative feedback in relation to outpatients, with a view to taking a report to QSEC</li> </ul>	MR	July 2023	Completed. Update report received from Service Delivery Manager to be forward planned for QSEC meeting.
	<ul style="list-style-type: none"> <li>To take forward with the service and the Patient Experience team comments around Mental Health &amp; Learning Disabilities feedback</li> </ul>	MR	July 2023	Work progressing. Aim to develop proactive approach utilising patient / carer and staff stories within the Directorate and to be shared with Board. Monthly complaints meeting enabling thematic review and action planning. Plan to scale and spread Civica.
<b>PM(23)93</b>	<b>TRANSFORMATION STEERING GROUP UPDATE/REPLACEMENT:</b> <ul style="list-style-type: none"> <li>To consider inviting those operating initiatives within local communities to attend a future Board Seminar, to discuss potential transferable models</li> </ul>	JW	July 2023	To be discussed at the Board Seminar agenda-setting meeting on 29 August 2023. This may need to be rescheduled, depending on other priorities.
<b>PM(23)95</b>	<b>INTEGRATED PERFORMANCE ASSURANCE REPORT:</b> <ul style="list-style-type: none"> <li>To share with Members details of the bid for £15m submitted to Welsh Government</li> </ul>	AC	July 2023	Completed. Submission circulated to Board Members.
	<ul style="list-style-type: none"> <li>To include a clear definition of the term 'Hit and miss'</li> </ul>	HT	July 2023	Completed. Definitions have now been added to the IPAR.
	<ul style="list-style-type: none"> <li>To incorporate the outcome of the 5 June 2023 Senior Leadership Integrated Care Group meeting into a wider report on progress in relation to Discharge (also to include information on governance, including the structure/ membership of all the relevant Groups, where and when they report, their targets/ trajectories and</li> </ul>	AC/JP	July 2023	This will be presented as part of the scheduled Winter Plan agenda item at the August 2023 SDODC meeting.

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	whether these are achieved). The report to be considered by SDODC in August 2023 and Board in September 2023			
PM(23)97	<b>OPERATIONAL UPDATE:</b> <ul style="list-style-type: none"> <li>To consider whether the Sonography service, which presents a particular risk and challenge in terms of delivery, justifies a more detailed report to QSEC</li> </ul>	AC/MR	July 2023	Completed. Quality Panel held on Sonography in July 2023, detailed report, and options to be forward planned for QSEC in October 2023. Control Group chaired by Director of Acute Services in place.
	<ul style="list-style-type: none"> <li>To arrange a meeting between Board Members and Cluster Leads</li> </ul>	JP/JW	July 2023	See <b>PM(23)83</b> , above.
PM(23)98	<b>LEARNING DISABILITIES ENGAGEMENT:</b> <ul style="list-style-type: none"> <li>Given the quality and safety implications involved with the proposals, for QSEC to have oversight of implementation</li> </ul>	MR	July 2023	To be forward planned for QSEC meeting.
	<ul style="list-style-type: none"> <li>To discuss with Ms Jill Paterson and Professor Philip Kloer the potential role of IEG in taking forward partnership working, and for the outcome to feed into QSEC reporting</li> </ul>	AC	July 2023	This meeting is in the progress of being arranged. An update will be provided at Board.
PM(23)99	<b>CLINICAL SERVICES PLAN:</b> <ul style="list-style-type: none"> <li>To consider the input of others outside the health service and patients (eg Third Sector)</li> </ul>	LD	July 2023	Completed. Terms of Reference within the governance structure for the Project group representing the pathways have been updated to reflect this need. In addition to this the communications and engagement group will maintain this consideration. Specifically, stakeholder mapping will support identification of voluntary,

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	<ul style="list-style-type: none"> <li>To take the interface between different elements into account as part of the Programme Steering Group Terms of Reference which will be considered by SDODC</li> </ul>	LD	July 2023	community and social enterprise sector (VCSEs). Scoping establishment of Clinical Reference Group (CRG), to ensure that the Health Board's plans to manage current risks and challenges to services, plans to provide safe and sustainable services in the interim years, and plans for the future model of care are all 'sense checked' with a clinical lens, and from a multi-professional perspective. The CRG will also discuss any potential impacts or interdependencies resulting from work on the different services / pathways within the Clinical Services Plan or other programmes of work.
PM(23)103	<b>DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT 2022/23:</b> <ul style="list-style-type: none"> <li>To communicate to the new Director of Public Health the suggestion that the Board consider the issue of rising obesity rates in more detail, perhaps also taking into account the ongoing national prevalence of disease work. Any report to indicate numbers and demographics for each county as well as percentages</li> </ul>	JMcC	July 2023	Completed. Forward planned for November 2023 Public Board meeting.

**TABLE OF ACTIONS FROM  
HEALTH BOARD MEETING IN PUBLIC  
HELD ON 31 MAY 2023**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
PM(23)116	<b>SUBMISSION OF SUPPLEMENTARY INFORMATION TO WELSH GOVERNMENT ON THE 2023/24 ANNUAL PLAN:</b> <ul style="list-style-type: none"> <li>To work with the Chairs of ARAC and SRC to agree Annual Plan governance processes</li> </ul>	JW/HT	July 2023	Completed. Meeting held on 25 July 2023 with governance agreed. Reporting on savings will be revised and included in the SRC agenda and forward workplan.
	<ul style="list-style-type: none"> <li>To examine the issues for consideration by the Board level Committees and develop a programme to provide Board with assurance regarding oversight/scrutiny</li> </ul>	SM/JW	July 2023	Meeting scheduled for 11 August 2023. Items will be included within Board and Committee workplans.