

**TABLE OF ACTIONS FROM  
HEALTH BOARD MEETING IN PUBLIC  
HELD ON 26 JANUARY 2023**

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
PM(23)04	<p><b>MATTERS ARISING &amp; TABLE OF ACTIONS FROM THE MEETING HELD ON 24 NOVEMBER 2022:</b></p> <ul style="list-style-type: none"> <li><b>PM(22)195</b> – To prepare a detailed report for the May 2023 Public Board meeting outlining the scale of the issue in terms of timely discharge, all initiatives relating to discharge and their impact</li> </ul>	AC/JP	May 2023	Forward planned for the May 2023 Public Board meeting.
	<ul style="list-style-type: none"> <li><b>PM(22)205</b> – To provide an update regarding outstanding Cancer Key Worker queries</li> </ul>	MR	March 2023	An audit of a random selection of case records for people who have accessed the service during the last year will be undertaken by the service to determine compliance and identify any actions required. It is expected that the audit will be completed by end of Q1 and will be reported through to QSEC.
PM(23)11	<p><b>ANNUAL PLAN 2023/24:</b></p> <ul style="list-style-type: none"> <li>To submit an accountable officer letter to Welsh Government</li> </ul>	HT	March 2023	Completed. A further letter will be submitted alongside the final plan submission.
	<ul style="list-style-type: none"> <li>To discuss at Board Seminar the best way to ensure Board level discussion of the Annual Plan finances, savings and their potential impact</li> </ul>	LD/HT	February 2023	Completed. Board Seminar held on 1 March 2023.
	<ul style="list-style-type: none"> <li>To consider the potential role of the Ethics Committee</li> </ul>	PK	March 2023	A meeting was held with the new chair of the Ethics Panel and the

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				Executive Lead and it was agreed that the Ethics Committee would be able to consider providing advice to Board as required. The Terms & Reference of the Panel allow for the Ethics Panel to consider these matters.
PM(23)12	<b>IMPLEMENTING THE ‘A HEALTHIER MID AND WEST WALES’ STRATEGY:</b> <ul style="list-style-type: none"> <li>To ensure that a record of the documentation provided to the Clinical Services Review team is retained and published</li> </ul>	LD	March 2023	Once the review team is appointed, the documentation provided will be recorded and shared at a future Board meeting when the review is presented to Board. A further update will be provided to the Board in May 2023.
PM(23)13	<b>IMPROVING PATIENT EXPERIENCE REPORT:</b> <ul style="list-style-type: none"> <li>To investigate further concerns around the Outpatients department at Glangwili Hospital, to better understand the issues involved</li> </ul>	MR	March 2023	The service has been asked to work with the Patient Experience team to review arrangements, and the outcome will be reported to the May 2023 Public Board meeting.
	<ul style="list-style-type: none"> <li>To provide additional clarification around the statistic that more than 4 in 10 patients do not always feel safe and well cared for; and how this is reconciled with 93.1% of responders to the friends and family patient experience survey providing a positive rating/ recommendation</li> </ul>	MR	March 2023	The Patient Experience team will review the data available and triangulate the information available from complaints and the Civica system to better understand this position. The outcome of the review will be reported to the May 2023 Public Board meeting.
	<ul style="list-style-type: none"> <li>To consider a patient and/or staff story to Board or one of its committees on palliative and end of life care</li> </ul>	JP	March 2023	Consideration has been given to a palliative care story being presented to QSEC or the May 2023 Board meeting.

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	<ul style="list-style-type: none"> <li>To liaise to ensure that any staff/training aspects identified via the report are communicated to PODCC</li> </ul>	MR/LG	March 2023	Patient experience report routinely shared with People Development Team who note experiences and aim to target training to areas noted in report.
	<ul style="list-style-type: none"> <li>To consider reinstating the showing/ playing of Patient and/or Staff Stories at future Board meetings</li> </ul>	JW/MB	March 2023	Consideration is being given to restarting patient/staff stories at Board level in addition to Committee level from May 2023.
	<ul style="list-style-type: none"> <li>To provide information on triangulation of data and deeper investigation into specific areas, such as Rheumatology feedback</li> </ul>	MR	March 2023	The Patient Experience team will review the arrangements in place to explore feedback provided by patients to ensure that information shared within the Board report going forward is triangulated in a more robust manner. A systematic review of the data and key metrics will be requested of operational services when shared with them and through the Improving Together sessions.
PM(23)14	<p><b>HEALTH &amp; CARE STANDARDS FUNDAMENTALS OF CARE AUDIT:</b></p> <ul style="list-style-type: none"> <li>To discuss with Ms Anna Lewis the issue of where findings will be scrutinised</li> </ul>	MR	March 2023	The Director of Nursing, Quality & Patient Experience will liaise with the Chair of QSEC, to provide an update regarding the approach to reviewing and reporting on the Healthcare Standards aligned to the revised arrangements required to the Duty of Quality reporting. Work on moving towards greater multi-disciplinary/ multi-service reporting is being undertaken currently by the internal Duty of Quality & Duty of Candour Implementation Group.

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	<ul style="list-style-type: none"> <li>To provide feedback from Heads of Housekeeping visits to Miss Maria Battle prior to her follow-up meeting with Housekeeping staff</li> </ul>	MR	March 2023	Completed. Two further engagement visits have been held with housekeeping staff.
<b>PM(23)15</b>	<b>DEVELOPING OUR CULTURE OF LISTENING AND LEARNING:</b> <ul style="list-style-type: none"> <li>To prepare a report on the Working in Confidence platform for presentation to PODCC</li> </ul>	LG	April June 2023	Forward planned for the June 2023 PODCC meeting.
	<ul style="list-style-type: none"> <li>To prepare a report detailing uptake for educational initiatives for presentation to PODCC</li> </ul>	LG	April June 2023	Forward planned for the June 2023 PODCC meeting.
<b>PM(23)16</b>	<b>LLWYNHENDY TB OUTBREAK REVIEW:</b> <ul style="list-style-type: none"> <li>To ensure that reports to QSEC include progress on both HDdUHB actions and PHW and Welsh Government recommendations/actions</li> </ul>	PK	April 2023	There is a Task and Finish Group to be chaired by Anna Thomas/ Gareth Collier to lead Recommendation 4 (the only recommendation that the HB is leading on). The Group will also monitor progress from PHW for the remaining report findings. The Task and Finish Group will then report to QSEC.
<b>PM(23)17</b>	<b>TRANSFORMATION STEERING GROUP UPDATE:</b> <ul style="list-style-type: none"> <li>To present a more detailed and formal proposal for the future to the March 2023 Public Board meeting</li> </ul>	SM	March May 2023	Forward planned for the May 2023 Public Board meeting.
	<ul style="list-style-type: none"> <li>To ensure that the appendices to this report form part of the documents submitted to the Clinical Services Review</li> </ul>	SM	March 2023	The Director of Strategy and Planning will provide this information as part of the review.
	<ul style="list-style-type: none"> <li>To work with Mr Iwan Thomas in identifying opportunities for engaging with the local population</li> </ul>	AHM	March 2023	Completed.
<b>PM(23)19</b>	<b>INTEGRATED PERFORMANCE ASSURANCE REPORT:</b>			

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	<ul style="list-style-type: none"> <li>To thank the Planned Care team for their work in delivering and exceeding improvement trajectories</li> </ul>	AC	January 2023	The Planned Care team was grateful for the recognition by the Board of their hard work in delivering the December improvement trajectories.
PM(23)22	<b>MENTAL HEALTH &amp; LEARNING DISABILITIES UPDATE:</b> <ul style="list-style-type: none"> <li>In line with the Communication &amp; Engagement Plan, to present an update to the March 2023 Public Board meeting</li> </ul>	AC	March May 2023	As a result of a request to extend the engagement period, to allow more meaningful engagement with service users and their carers, this item has been forward planned for the May 2023 Public Board meeting.
PM(23)23	<b>PAEDIATRICS SERVICE UPDATE:</b> <ul style="list-style-type: none"> <li>To amend wording to add a caveat that, if at any point development of the new hospital network stalls, the Board will revisit its decision</li> </ul>	LD	March 2023	This has been incorporated into the wording and will be reflected in future documentation.
PM(23)24	<b>CRITICAL CARE PLAN:</b> <ul style="list-style-type: none"> <li>To expand the proposed formal engagement process to include a wider scope/approach of Planned Care, incorporating Critical Care</li> </ul>	AC	March 2023	Included on Public Board agenda for March 2023 as part of the Clinical Services Plan item (agenda item 4.4)
PM(23)25	<b>OPERATIONAL UPDATE:</b> <ul style="list-style-type: none"> <li>To consider where best the Community Nursing Annual Report can be presented by representatives from that service and discussed in more detail</li> </ul>	JP/JW	March 2023	To be presented at a future meeting of PODCC.
	<ul style="list-style-type: none"> <li>To present findings of the full evaluation around enhanced pay at PODCC</li> </ul>	LG	April June 2023	Forward planned for the June 2023 PODCC meeting.

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PM(23)26	<b>VACANT PRACTICE PANEL PROCESS, SOLVA SURGERY, NORTH PEMBROKESHIRE CLUSTER:</b> <ul style="list-style-type: none"> <li>To take forward development of a strategic vision regarding Primary Care, with an initial report to be presented to the Board in March 2023</li> </ul>	JP	<p>March December 2023</p>	<p>Following the Extraordinary Public Board meeting held on 23 February 2023, it was agreed that this item would be forward planned for the December 2023 Board Seminar and January 2024 Public Board meeting.</p>

TABLE OF ACTIONS FROM  
HEALTH BOARD MEETING IN PUBLIC  
HELD ON 23 FEBRUARY 2023

MINUTE REFERENCE	ACTION	LEAD	TIMESCALE	PROGRESS
<b>PM(23)44</b>	<p><b>PRIMARY CARE CONTRACTUAL APPLICATIONS - SOLVA SURGERY (VACANT PRACTICE PANEL RECOMMENDATIONS):</b></p> <ul style="list-style-type: none"> <li>To check the mandated engagement period in relation to the PNA process</li> </ul>	JP	March 2023	Advice is being sought on PNA regulations.
	<ul style="list-style-type: none"> <li>To develop a GMS/Primary Care/Community Care Strategy for discussion, with this to be presented in the first instance to Board Seminar in December 2023, followed by the Public Board in January 2024</li> </ul>	JP	December 2023	Forward planned for the December 2023 Board Seminar and January 2024 Public Board meeting.