



CYFARFOD BWRDD PRIFYSGOL IECHYD UNIVERSITY HEALTH BOARD MEETING

DYDDIAD Y CYFARFOD: DATE OF MEETING:	25 January 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Committee Update Reports
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Joanne Wilson, Director of Corporate Governance/ 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)

Ar Gyfer Penderfyniad/For Decision

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 28 November 2023
- Mental Health Legislation Committee held on 18 December 2023
- Remuneration & Terms of Service Committee held on 5 December 2023 and 8 and 11 January 2024
- Ethics Panel held on 5 December 2023

Additionally, in respect of the In-Committee Board meeting held on 30 November 2023.

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

- Staff Partnership Forum held during December 2023
- Stakeholder Reference Group held on 14 November 2023

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 (ARAC)
- Charitable Funds Committee (CFC)
- Mental Health Legislation Committee (MHLC)
- Quality, Safety and Experience Committee (QSEC)
- Remuneration and Terms of Service Committee (RTSC)

The Board has established the following additional Committees:

- Sustainable Resources Committee (SRC)
- Health and Safety Committee (HSC)
- People, Organisational Development and Culture Committee (PODCC)
- Strategic Development and Operational Delivery Committee (SDODC)
- Ethics Panel

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 (SRG)
- Staff Partnership Forum (SPF)
- Healthcare Professionals Forum (HPF)

Asesiad / Assessment

Matters Requiring Board Level Consideration or Approval:

The Charitable Funds Committee requested that the following items be raised at Board level:

- Board ratification, in its role as Corporate Trustee, of the Committee's approval for Charitable Funds Expenditure on i) Bronglais Hospital Chemotherapy Day Unit Refurbishment and ii) Neonatal Ventilators (*considered during Corporate Trustee session held on 30 November 2023*)

The Staff Partnership Forum requested that the following items be raised at Board level:

- The request that a Trade Union member be a part of the Paediatric Services Consultation Implementation Planning Group

The Stakeholder Reference Group requested that the following items be raised at Board level:

- Appointment of Chair, subject to Welsh Government ratification

There were no matters raised by the Mental Health Legislation Committee, Remuneration and Terms of Service Committee, Ethics Panel or In-Committee Board 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:

- The level of engagement with and detail provided to the Charitable Funds Sub-Committee to ensure that appropriate applications are approved for charitable funding expenditure.
- To recognise the financial challenges affecting the public sector may well increase the pressure on the Charitable Funds Committee to approve items which would normally be considered core NHS funding. The Committee will remain vigilant on the appropriateness of charitable expenditure in order to maintain the trust of our donors.

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

- Concerns in relation to the financial position and ability to achieve the required levels of savings

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

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, noting that the charitable funds items outlined above were considered at the Corporate Trustee session held on 30 November; however that a further Corporate Trustee session will be held directly after the Public Board meeting to consider the Charitable Funds Annual Reports and Accounts
- **RECEIVE** the update report in respect of the In-Committee Board meeting
- **RECEIVE** the update reports in respect of recent Advisory Group meetings
 - **APPROVE** the SPF request that a Trade Union member be a part of the Paediatric Services Consultation Implementation Planning Group
 - **APPROVE** the appointment of the SRG Chair, subject to Welsh Government ratification

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	7. All apply
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply

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 2021-2022	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.
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:	Mrs Delyth Raynsford, Independent Member
Cyfnod Adrodd/ Reporting Period:	28 November 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Prif Bwyllgor / Key Decisions and Matters Considered by the Main Committee:	
<ul style="list-style-type: none"> • Expenditure Request: Simulation-Based Education Equipment Needs – the Committee received a request for £56,461.00 to support the cost of remote interprofessional simulation-based educational equipment. It was noted that there were three elements to the request for funding: <ul style="list-style-type: none"> ○ An Observation and Training System which allows for observers not to be in the same room as trainees and affecting the realism of the simulation and allows for the system to be portable and used in all regions of the Health Board. ○ The licencing and access to a national catalogue of training simulation templates to ensure that efficient simulation is provided. ○ A manikin to perform the role of the patient to ensure that no physical patient is at risk of harm during the simulation. <p>The Committee were advised that it was the Health Board's mission to be a pioneer in the field of interprofessional learning in Wales and were informed of the benefits of simulation-based education to Health Board recruitment and its ability to immerse students in safe clinical demonstration and training opportunities. Members approved the application for £56,461.00 of charitable funding to support the cost of the Remote Interprofessional Simulation Equipment.</p> • CFC Self-Assessment of Performance Process 2023/24 – the Committee were advised of the refreshed approach to the Annual Report and the self-assessment process for 2023/24. • Integrated Hywel Dda Health Charities Performance Report – the Committee received the Integrated Hywel Dda Health Charities Performance Report for the six-month period up to the end of September and were advised that net income of the charity has increased by £43,189. The Committee were advised that a £1.3m legacy gift had been recently received by the Charity. It was noted that the reduction in income figures from the same period last year was due to the significant performance of the Charity in the previous year, stating that this year's figures were an improvement on years prior to the previous year. It was highlighted that the value of investments held by the charity on 30 September 2023 was £8,053,249 with the total value of funds being £12,013,443. The charity's bank balances as of 30 September 2023 were £414.75 in the current account and £5,312,248.31 in the deposit account, although it was observed that this was before the £1.3m legacy which raised the deposit account balance to over £6m. <p>The Committee were also advised that work has been undertaken with the Legal Services Team regarding the classification of restricted funds and how to</p>	

appropriately reclassify restricted funds as unrestricted but designated funds or allocate them to the closest corresponding fund and that a full review and recommendations would be presented to the Committee at the 12 March 2024 meeting for implementation during Quarter 1 2024/25.

- **Draft Annual Report and Accounts (2022/23)** – the Committee received the Draft Annual Report and Accounts for 2022/23 and were advised that global economic pressures were the reason for the net loss derived from income from investments although an increased level of donations received, and a reduced level of commitments has resulted in an overall increase in the total net assets held by the Charity and that, while the value of investments fluctuate, the Charity were investing for the long-term and that the cash returns from those investments have remained stable. The Committee were advised that the Charity has yet to receive a date from Audit Wales for when the accounts will be audited, although reassurance was provided that the accounts would be audited in time for submission to the Charity Commission before the deadline of 31 January 2024.
- **Update on Expenditure: Staff Welfare and Wellbeing (Rest Areas)** – the Committee received a presentation on the expenditure on staff welfare and rest areas, with 39 projects being funded within the Health Board. Two case studies were presented to the Committee with positive feedback from staff using the new facilities provided. However, Members expressed concern that the provision of rest areas had been allowed to fall into a state of disrepair.
- **Expenditure Request: Bronglais General Hospital Chemotherapy Day Unit Refurbishment Project** – the Committee received an update on the governance arrangements of the Bronglais Hospital (BH) Chemotherapy Day Unit (CDU) capital scheme and received the request for approval of the contribution of £912,989.00 funding from the Bronglais Chemo Appeal Fund to the scheme for the new CDU, as well as any future donations to the appeal fund. The Committee were advised that the construction phase of the project would begin in January 2024. Members endorsed and recommended for approval by the Corporate Trustee the contribution of £912,989.00 from the Bronglais Chemo Appeal fund (T392) to the capital scheme for the new Chemotherapy Day Unit as well as any future donations to the appeal fund.
- **Expenditure Request: Neonatal Ventilators** – the Committee received a request for £120,727.72 for the purchase of four SLE6000 ventilators. It was noted that the SLE6000 model was in common usage across the Perinatal Excellence to Reduce Injury in Premature Birth (PERIPrem) Cymru network with Hywel Dda University Health Board (HDdUHB) being an outlier by using the SLE5000 model. It was advised that the likelihood of the equipment being funded by capital expenditure was limited and given the outcomes were predominantly patient based, met the criteria for charitable funding. The Committee were advised that there were no additional maintenance costs above those associated with the older model and consumable costs would be lower. The Committee also advised that a significant benefit of upgrading to the SLE6000 machines improve the ability to provide neonatal babies with rapid and the best quality care locally, as opposed to having to travel outside of the Health Board. Members endorsed and recommended for approval by the

Corporate Trustee funding within the Neonatal Paediatric Service of £120,727.72 for the procurement of four new SLE6000 ventilators.

- **Charitable Funds Sub-Committee Update Report** – the Committee received the Charitable Funds Sub-Committee Update Report, providing a summary of the Sub-Committee's activity between 6 September and 7 November 2023 and were advised that 6 requests for expenditure over £10,000 and under £50,000 and 1 request for unusual or novel expenditure had been received. The Sub-Committee also approved the creation of a new designated charitable fund for the Prince Philip Hospital (PPH) Gardens capital fundraising appeal. Concern was expressed at the use of charitable funds for the provision on TV ariels at Withybush Hospital and the Committee resolved to request the project be put on hold pending a discussion with the Director of Operations to determine if the if the expenditure should and could be funded from core expenditure. Similar concern was expressed about the decision to provide charitable funding to create a new sluice room at the Glangwili Hospital Chemotherapy Day Unit and also concern about the detail of having a dual-purpose combined storage and sluice room and resolved to request the project be put on hold pending a discussion on the appropriateness of the use of charitable funding and the detail of the provision of a combined storage and sluice room.

Materion Allweddol a Ystyriwyd gan y Pwyllgor Mewnol:
Key Matters Considered by the In-Committee:

- **Charitable Donations to the Breast Care Unit at Prince Phillip Hospital, Llanelli** – the Committee received a report on the process of charitable donations to the PPH Breast Care Unit.

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

- Board ratification, in its role as Corporate Trustee, of the Committee's approval for Charitable Funds Expenditure on i) Bronglais Hospital Chemotherapy Day Unit Refurbishment and ii) Neonatal Ventilators (*considered during Corporate Trustee session held on 30 November 2023*)

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

- The level of engagement with and detail provided to the Charitable Funds Sub-Committee to ensure that appropriate applications are approved for charitable funding expenditure.
- To recognise the financial challenges affecting the public sector may well increase the pressure on the Charitable Funds Committee to approve items which would normally be considered core NHS funding. The Committee will remain vigilant on the appropriateness of charitable expenditure in order to maintain the trust of our donors.

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

Adrodd yn y Dyfodol / Future Reporting:

- Charitable Funds Sub-Committee Annual Report
- Charitable Funds Committee Risk Register
- 9 Month Evaluation Report: Cardiac Ultrasound Machine to Improve Access to Echocardiography in Ceredigion
- Review of Classification of Charitable Funds
- Integrated HDdHC Performance Report
- Final Annual Report & Accounts 2022/23

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

12 March 2024

Enw'r Pwyllgor / Name of Committee	Mental Health Legislation Committee (MHLC)
Cadeirydd y Pwyllgor/ Chair of Committee:	Iwan Thomas, Independent Board Member (Interim Chair of MHLC)
Cyfnod Adrodd/ Reporting Period:	Meeting held on 18 December 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Prif Bwyllgor / Key Decisions and Matters Considered by the Main Committee:	
<p>This report summarises the work of the Mental Health Legislation Committee (MHLC) at its meeting held on 18 December 2023, with the following highlighted:</p> <ul style="list-style-type: none"> • Annual Work Plan 2024-2025: Members agreed on the Annual Work Plan 2024-2025 that will assist with administration of future meetings. • Mental Health Legislation Committee (MHLC) Self-Assessment 2023/24 new process: Members received a brief overview on the MHLC Self-Assessment 2023/2024 new process. The outcome of the feedback on the self-assessment will be presented back to the Committee on 26 March 2024. • Mental Health Act Report: Members received the Mental Health Act Report detailing quarter two of the Mental Health Act Activity within the Health Board. The number of areas that the Mental Health Legislation Scrutiny Group discussed, in particular to the Section 136 Multi-agency review work and the changes that have been implemented. Members received assurance that the MHLD Directorate is continuing to scope longer-term plans based on the 136 provisions, recognising that operationally this could be challenging during the winter months. • Power of Discharge Sub-Committee: Members received an update from the Power of Discharge Sub-Committee held on 28 November 2023, noting the discussions relating to discharge and the availability of suitable rooms; however, Members understood that building work has been a major factor. The Healthcare Inspectorate Wales (HIW) Annual Report was shared for information to the Committee, with Members noting that the Tribunal Annual Report has been deferred to the New Year. • Scrutiny Group Update, Terms of Reference for approval and the Mental Health (Wales) Measure 2010 Report: Members noted that the focus of the Mental Health Legislation Scrutiny meeting was around the final review of the Terms of Reference and membership of the Group. The Committee approved the Mental Health Legislation Scrutiny Group Terms of Reference. The shortage of Section 12 Doctors was discussed at the Mental Health Legislation Scrutiny Group. • Operational Risk Register: Members received the Operational Risk Register, noting that a new risk has been included within the register relating to the Section 136. This risk was identified during the 136 reviews; an action was taken on the risk register by Audit Wales. In terms of the new establishment at Bro Myrddin 	

Crisis Hub, Members were advised that is not a suitable environment, as it has been developed as an alternative to admission. It was noted that the risk associated with the Community Place of Safety in Gorwelion will be included on the register, and further discussions on this risk will take place at the March 2024 Committee. Members reviewed and scrutinised the risk and received assurance that the risk has been identified and the right actions are in place.

- **Policies for Approval:** Members approved the following two policies noting that they are a part of their three-year review process from the Written Control Document Group and had been extensively consulted upon and updated following presentation to various groups:
 - 596 Section 5(2) Doctors Holding Policy
 - 625 Community Treatment Order Policy
- **Right Care Right Person:** Members received the Right Care Right Person project synopsis, noting that that all four Police Forces across Wales will be introducing the phases of the project at different times.
- **Any Other Business:** Members noted that Mr Clive Smith, Carer Representative has now retired. In terms of a replacement, it has been proposed that representation from an individual with lived experience should be sourced.

Materion Allweddol a Ystyriwyd gan y Pwyllgor Mewnol: Key Matters Considered by the In-Committee:

- No In-Committee took place.

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar eu 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:

- 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:

26 March 2024

Enw'r Pwyllgor / Name of Committee	Remuneration & Terms of Service Committee (RTSC)
Cadeirydd y Pwyllgor/ Chair of Committee:	Mrs Judith Hardisty, Interim UHB Chair
Cyfnod Adrodd/ Reporting Period:	Meetings held on 5 December 2023, 8 and 11 January 2024
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> • Executive Director Update – the Committee noted the updates with regard to Executive Director recruitment. • Executive Team – the Committee discussed various Executive Team roles and agreed interim arrangements. • British Medical Association (BMA) Industrial Action- the Committee discussed and agreed the pay rates to support service continuity during BMA Junior Doctor Industrial Action planned from 15 – 19 January 2024. 	
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:	
17 January 2024	

Enw'r Pwyllgor / Name of Committee	Hywel Dda Ethics Panel
Cadeirydd y Pwyllgor/ Chair of Committee:	Chantal Patel, Independent Member
Cyfnod Adrodd/ Reporting Period:	November 2023 - January 2024
Y Penderfyniadau a'r Materion a Ystyriodd y Prif Bwyllgor / Key Decisions and Matters Considered by the Main Committee:	
<p>The last meeting of the Hywel Dda Ethics Panel took place on 5 December 2023.</p> <ul style="list-style-type: none"> • New members – Two new members were welcomed to the Panel during the meeting on 5 December 2023. Debora Harry, Lead Nurse for Professional Standards and Assurance and Dr Joshua W. Edefo, Postgraduate Research Associate in Rural Health Economics at Aberystwyth University. Debora will represent the nursing directorate on the panel and Joshua's knowledge and expertise of health economics, will enhance panel discussions centred around healthcare equity, accessibility and affordability. • Testing Ethical Thinking- At the meeting which took place in September, it was agreed that there was a need to have some questions or simulated scenarios that the group could apply their ethical and moral thinking to. The Executive Director for Planning had brought to the panel a number of challenges that the Health Board is experiencing and whilst not being completely abstract scenarios, they could be used to test the panel's ethical thinking. The challenges put forward are set around £6.6million of additional funding which the Welsh Government has allocated to the Health Board to improve the planned care position, set against a backdrop of targeted interventions which require the Health Board to:- <ul style="list-style-type: none"> - Deliver short & medium term financial recovery - Achieve consistency and resilience in performance <p>The challenges were posed to the Ethics Panel in the form of the following questions:-</p> <ol style="list-style-type: none"> 1. Should the Health Board use the £6.6million to reduce the financial deficit? 2. Should the money be used to treat the longest waiting patients? Who are these patients, what is the main age category of these patients? What are the treatments needed – knee and hip replacements, endoscopy, radiology – scans and diagnostics? 3. If the money is spent as set out above, it will contribute towards additional staffing hours as the work will be in addition to current workload. The money would be allocated locally within the Health Board but would also be spent in the private sector. 4. Is there a need to stop planned care altogether? Emergency patients are already taking up elective beds. 5. If the Health Board saves money, then what will it be used for – will it be allocated to other services which help to improve the health of the population, or will it be used to reduce financial deficits in other areas/services? 	

6. Is the Health Board in a crisis situation? If so, what would be the definition of a crisis that allows the Health Board to disinvest in services that inevitably will affect some individuals.
7. If the NHS can't afford to deliver services to everyone, could we ethically impose a hybrid approach – NHS fast track, e.g. pay to get treatment soon?

Initial discussions between the panel members took place with further discussions to follow at the next meeting, which will take place on 23 February 2024.

- **Supporting the Board-** The Ethics Panel Chair (Mrs Chantal Patel) and Vice-Chair (Prof Phil Kloer) met with the Chief Executive (Mr Steve Moore), Health Board Interim Chair (Mrs Judith Hardisty) and Independent Member (Ms Anna Lewis) to continue discussions around how the Ethics Panel would be best placed to support the Health Board. During the meeting there was an acknowledgment that not every issue which might arise within the Health Board should be considered a “special ethics issue”; there needs to be boundaries to the Ethics Panel discussions and advice to maintain its usefulness to leaders of the Health Board and an ability to identify when areas might fall outside the Ethics Panel jurisdiction.

The meeting concluded with the following actions:-

1. Ethical Framework development (through the Hywel Dda UHB Ethics Panel)
 - To aid its development, schedule discussion with Mr Lee Davies at Ethics Panel as part of Annual plan development, with reference to Risk Appetite Statements
 - E.g. Look at planning objectives and consider the interplay / trade-offs between them
 - E.g. What might be missing in terms of cohorts of patients
2. Equality Impact Assessments
 - Agree how issues are considered through a Quality Impact Assessment, Equality Impact Assessment and Ethics view-point.
 - To include consideration of those who might be advantaged or disadvantaged, and how socio-economic groups are affected
 - Deputy CEO to discuss with Executive Director of WFOD, interim Executive Director of Nursing, Executive Director of Public Health and Director of corporate governance to consider how and when this might be progressed in 2024.

Materion Allweddol a Ystyriwyd gan y Pwyllgor Mewnol:
Key Matters Considered by the In-Committee:

- As per the questions detailed above.

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar eu 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"> 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:
<ul style="list-style-type: none"> To be confirmed.
Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:
23 February 2024

Enw'r Pwyllgor / Name of Committee	In-Committee Board
Cadeirydd y Pwyllgor/ Chair of Committee:	Mrs Judith Hardisty, Interim Chair, HDdUHB
Cyfnod Adrodd/ Reporting Period:	Meeting held on 30 November 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> • Financial Postion/Accountable Officer Letter – the In-Committee Board noted and discussed the content of the Accountable Officer letter. • Infrastructure Investment Board - Feedback – the In-Committee Board noted the information provided from Welsh Government and response from the Health Board. • Accommodation - Estate Development and Rationalisation Plans – the In-Committee Board examined and discussed the proposal, and agreed to present these estate rationalisation opportunities to Public Board in January 2024. • Suspensions Report – the In-Committee Board received the most recent Suspensions Report, providing an update on all employment suspensions as at 31 October 2023. • In-Committee Audit and Risk Assurance Committee (ARAC) – the In-Committee Board received an update report from the In-Committee ARAC meeting held on 17 October 2023. • In-Committee Sustainable Resources Committee (SRC) – the In-Committee Board received an update report from the In-Committee SRC meeting held on 24 October 2023. • In-Committee Health and Safety Committee (HSC) – the In-Committee Board received an update report from the In-Committee HSC meeting held on 13 November 2023. It was highlighted that the risk relating to security cannot be mitigated any further within HSC. A report outlining relevant information will be prepared for the Executive Team and may then require Board consideration. • In-Committee Welsh Health Specialised Services Committee (WHSSC) – the In-Committee Board received an update report from the In-Committee WHSSC meeting held on 19 September 2023. • Any Other Business – the In-Committee Board was provided with an update around a recent situation involving threats made by individuals purporting to be part of the Stradey Park Hotel protestors group. This had been reported to Dyfed-Powys Police. 	
Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd ar eu cyfer / Matters Requiring Board Level Consideration or Approval:	
None	

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

- Concerns in relation to the financial position and ability to achieve the required levels of savings

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:

25 January 2024.

Enw'r Pwyllgor / Name of Committee	Staff Partnership Forum
Cadeirydd y Pwyllgor/ Chair of Advisory Group:	Lisa Gostling, Director of Workforce & OD and Anthony Dean, Joint Chair of Staff side Partnership Forum
Cyfnod Adrodd/ Reporting Period:	December 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Advisory Group:	
<ul style="list-style-type: none"> • Financial Position – the Month 7 financial report was presented, which outlined the changed forecast position linked with funding allocations communicated by Welsh Government. The challenge remains unaltered and the Core Delivery Group progress was shared. As part of the discussion, it was confirmed that agency shifts can be escalated to agency within 24 hours of a shift being identified as unfilled. • Shared Services – overpayments were discussed following recent issues with Hotel Facilities. It was agreed this would be pursued with Shared Services with regards to notifying the Health Board and also with Hotel Facilities around payroll controls. • Rostering practice – confidentiality was raised for some rosters; this will be explored by the team to maintain individuals' privacy around working practices. • Management support – representatives expressed their concern about the pressures currently on managers, particularly since the introduction of Teams and what appears to be back to back meetings with no opportunities for a break. The introduction of shorter meetings was being sought to enable breaks for improved wellbeing. • Paediatric Services Consultation – an update was provided on the recent outcome following the Paediatric Services Consultation and work would now commence on developing the implementation plan. It was requested a Trade Union member be a part of the planning group. • Clinical Services Plan – an update was provided to members. • Health and Safety Update – an update paper had been shared regarding current Health and Safety issues for discussion. • Policy approval – all policies were approved following the recent sub group support. It was also agreed that the All Wales Flexible Working policy could be submitted to the People, OD and Culture Committee for ratification. • Non Pay Elements of Pay Deal – following the formal partnership forum meeting a workshop was held to begin to develop the scope of 4 elements on the pay deal. These being: <ul style="list-style-type: none"> ○ Flexible working ○ Agency reduction ○ Mental and physical health ○ Retention 	

Materion y mae angen Ystyriaeth neu Gymeradwyaeth Lefel y Bwrdd are u cyfer /

Matters Requiring Board Level Consideration or Approval:

- The request that a Trade Union member be a part of the Paediatric Services Consultation Implementation Planning Group

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:

- Non pay elements of pay deal

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

6 February 2024

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 14 November 2023
Y Penderfyniadau a'r Materion a Ystyriodd y Pwyllgor / Key Decisions and Matters Considered by the Committee:	
<ul style="list-style-type: none"> SRG Membership: The SRG Membership was reviewed in line with the Terms of Reference (ToR). As part of the review, the Health Board has sought new representation from the various groups and organisations specified in the ToR. A small number of vacancies remain unfilled. The nominations for Chair and Vice Chair have been received and were both seconded by members of the SRG during the meeting. Jeremy Hockridge was appointed as Chair and Chesca Ross as Vice Chair. A request has now been submitted to the Minister for Health and Social Services to for the Chair of SRG to become an Associate Member of the Board. Board Assurance Framework SRG noted the Board Assurance Framework Continuous Engagement: The Continuous Engagement programme update was shared with the Group, detailing the consultation and engagement activities undertaken during the past three months. While the work on the planning objective for Continuous Engagement has been paused, due to service pressures, It was noted that engagement is continuing through specific projects e.g. Clinical Services Plan, Paediatrics and service changes. A Healthier Mid and West Wales Land consultation: From the original shortlist of five sites in August 2022, three sites were consulted on as possible options. Following these consultations, there is now a shortlist of two sites, one in St Clears and one in Whitland. The strategic outline case to Welsh Government is currently being developed. Paediatric Consultation: The meeting noted that the consultation period closed at the end of August 2023 and that 342 completed questionnaires were received. A report will be presented to Board on 30 November 2023 considering the feedback from the consultations and clarifying the process. A report has been received from Opinion Research Services (ORS), which will be included in the submission to Board. An Executive Summary will form part of the ORS feedback and will detail the elements of the findings. Clinical Services Plan: An issues report will be developed for presentation to the 25 January 2024 Board meeting, detailing good practice alongside areas for improvement in each service area for the period from 2018 to date. A timeline will also be created to map emerging themes. Deep Dive: Planning Objective 3a: Transforming Urgent and Emergency Care Programme: The SRG received an update on the plans to deliver Planning Objective 3a in relation to Transforming Urgent and Emergency Care with available resources and progress achieved to date. The Committee noted the work across the four acute sites towards achieving the ask from the Board to save 80 bed efficiencies. 	

- Regional Area Plan: The West Wales Regional Partnership Board (RPB):** The SRG noted the updated West Wales RPB Area Plan, and the progress made against the priorities since November 2022. The website is being developed to be more interactive and user friendly and is almost ready for launch. Work has been undertaken with service users' representatives on a Communications Strategy and Citizens Handbook which will be available to access on the website. A workshop, including awards is scheduled for March 2024.
 There is a newly formed Steering Group for Capital projects. The Capital Strategy is available on the website.
 An online feedback survey will be sent to all partners and stakeholders which will be collated into themes and a learning workshop will be organised.
- Deep Dive PO5c Digital Agenda: The Digital Enablement Plan:** The SRG noted the Digital Enablement Plan that aligns to digital the regional transformation. A revised Programme Business Case (PBC) detailing the Strategic and Management Case was presented to the Board at the November 2023 meeting. It sets out the digital proposition to realise the vision articulated in the Health and Care Strategy "A Healthier Mid and West Wales: Our Future Generations Living Well" and creates an integrated, patient centric, community based and social model of care.
- PO8d Welsh Language and Culture: Embedding the Welsh Language action plan:**
 A Welsh Language delivery plan was created in April 2023. An update on highlights from this year were provided:
 - There was a presence at the Urdd Eisteddfod held in Llandovery.
 - More staff are learning Welsh during the period post Covid-19. There is now more flexibility offered with lessons available online and at convenient times.
 - The Health Board is the first in Wales to receive funding from the National Learning Welsh Centre to employ a Welsh Language confidence building officer, who works with colleagues to support them in using and improving their Welsh.
 - Potentially will expand next year into Speech and Language therapies and School nursing staff.
 - The 'Use Your Welsh' campaign was undertaken during week commencing 27 November for Primary Care.
- Charitable Funds Investment Update:** A video was shared during the meeting, detailing examples of the fundraising undertaken by individuals and members of staff. A sum of £1.3 million was spent in the year 2022/23 on equipment and improvements to wellbeing.
- Llais Update:** The SRG noted that a visit was made to South Pembrokeshire Hospital on 19 October 2023. Maternity visits are ongoing.

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

Appointment of Mr Jeremy Hockridge as Chair (ToR attached).

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:

- Continuous Engagement (standing agenda item)
- Clinical Services Plan
- Integrated Performance Update Report
- Deep Dive PO4C: Mental Health Recovery Plan
- Public Services Boards Wellbeing Plans Across Wales
- Role of Llais/Citizens Voice Body: Update on Llais is engaging with other SRGs across Wales with feedback on how those relationships are developing.

Dyddiad y Cyfarfod Nesaf / Date of Next Meeting:

18 January 2024