

CYFARFOD BWRDD PRIFYSGOL IECHYD UNIVERSITY HEALTH BOARD MEETING

DYDDIAD Y CYFARFOD: DATE OF MEETING:	26 September 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)

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:

- Mental Health Legislation Committee held on 3 September 2024
- Remuneration and Terms of Service Committee held on 10 September 2024

Additionally, in respect of the In-Committee Board meeting held on 25 July 2024.

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

- Staff Partnership Forum held on 6 August 2024
- Stakeholder Reference Group held on 16 July 2024

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:

- Healthcare Professionals Forum (HPF)
- Staff Partnership Forum (SPF)
- Stakeholder Reference Group (SRG)

Asesiad / Assessment

Matters of which to Alert the Board:

The Charitable Funds Committee (CFC), at its meeting on 17 September 2024, requested that the following item be raised at Board level (*to be considered during separate Corporate Trustee session*):

- Board ratification, in its role as Corporate Trustee, of the Committee's approval for charitable funds expenditure on:
 - Enhancements to the outpatient area at Bronglais General Hospital's Chemotherapy Day Unit, subject to the receipt of the legacy referred to
 - The purchase of, and ongoing costs relating to, six replacement Paxman scalp cooling units for Chemotherapy Day Units across HDdUHB, subject to confirmation from procurement that the correct process has been followed

Due to the proximity of the CFC meeting to the Public Board meeting, it has not been possible to produce a written Update Report; verbal confirmation of the CFC decision will be provided.

There were no matters raised by the Mental Health Legislation Committee, Remuneration and Terms of Service Committee, In-Committee Board, Staff Partnership Forum or Stakeholder Reference Group of which to alert the Board.

Argymhelliad / Recommendation

The Board is asked to:

- **RECEIVE** the update reports in respect of work undertaken on behalf of the Board at recent Committee meetings, noting that a Corporate Trustee session will be held directly after the Public Board meeting to consider the charitable funds expenditure outlined above;
- **RECEIVE** the update report in respect of the In-Committee Board meeting

- **RECEIVE** the update reports in respect of recent Advisory Group meetings
- **RESPOND** to the items that it is being alerted to/**NOTE** the items that it is being advised of/**TAKE ASSURANCE** on the items that it is being assured on

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
Partion / 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:	<p>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.</p> <p>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.</p>
Enw Da: Reputational:	Not Applicable
Gyfrinachedd: Privacy:	Not Applicable
Cydraddoldeb: Equality:	Not Applicable

MENTAL HEALTH LEGISLATION COMMITTEE UPDATE REPORT

Date of last meeting: 3 September 2024

Quoracy: Met

Report by: Ms Eleanor Marks, Vice Chair of Hywel Dda University Health Board and Chair of Mental Health Legislation Committee

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

There were no items to **alert** members of the Public Board on this occasion.

Advise² (to monitor)

The Mental Health Legislation Committee wish to **advise** members of the Public Board that:

- An open discussion occurred at the Mental Health Legislation Committee **on capturing Good Practice/Patient Stories**. The unique role of the Committee was recognised in respect of the ability to capture patients' experiences and stories.
- Regarding the **Mental Health (Wales) Measure 2010 Report**, the Committee was advised that Older Adult Mental Health Service had some breaches under part three and part four of the measure. The numbers were small; however, were impacting on the statistics within the report. The reasons for the breaches were reviewed, and related to an omission by the service and delays in entering data. The Committee was also made aware of breaches under the Continuous Performance Test (CPT) Learning Disabilities Service but the numbers are minimal.

Assure³ (to note)

The Mental Health Legislation Committee wish to **assure** members of the Public Board that:

- The **Power of Discharge Sub-committee** met on 6 August 2024, focusing on the Hospital Managers work carried out during Quarter 1. The meeting focused on specific issues relating to panel hearings and training relating to the Mental Health Act.
- The **Mental Health Act Report** focused on Quarter 1 data. Following the previous Mental Health Legislation Committee, an action from the Self-Assessment outcome was to split the Mental Health Act Report into Adult and

¹ There is a lack of confidence that any action in place is sufficient to address the issue satisfactorily and/or within the scope of the operational team or executive to resolve. Engagement, action or intervention required.

² There are areas of concern where assurance has been taken on actions in place but requires close monitoring. An early warning of an emerging and potentially serious concern.

³ There is confidence that actions are robust and will be sufficient to address the issue or generally operating effectively. Routine monitoring.

Specialist Child and Adolescent Mental Health (S-CAMHS). However, due to the figures for S-CAMHS being under five, the report will not be split to protect patient confidentiality.

- The **Mental Health Legislation Scrutiny Group** met on 9 August 2024 with the main discussions being around the two Risks raised at Committee. The new risk 1857, was identified at the Mental Health Legislation Scrutiny meeting due to a delay in bed availability. Communication challenges with Primary Care colleagues in relation to Section 136 were highlighted, together with improvements made following input from GP colleagues to the meeting.

Review of Risks

A new risk 1857 *'Risk of significant delay in admission for individuals with medical recommendations for admission under the Mental Health Act'* was raised at the Mental Health Legislation Committee.

The Mental Health Legislation Committee highlighted risk 1752, *'Risk to Young People's privacy, dignity and Health and Safety due to the 136 suite on Morlais being unsuitable'*, has significantly reduced due to the relocation of the suite to an area where there are reduced points of ligature and an ensuite bathroom and Young Persons on a Section 136 are constantly supervised.

The Mental Health Legislation Committee noted that there were no changes to the status of the Corporate Risk 1781 *'Risk of being unable to provide a Community Place of Safety (CPOS) to individuals detained under Section 136 in Ceredigion'*. Further review of the risks will take place at the December 2024 meeting.

Sharing of learning

None identified.

Recommendation

The Board is asked to note the report from the Mental Health Legislation Committee.

Agenda, papers and minutes are available on our website:

<https://hduhb.nhs.wales/about-us/governance-arrangements/board-committees/mental-health-legislation-committee-mhlc/mhlc-3-september-2024/>

REMUNERATION AND TERMS OF SERVICES COMMITTEE (RTSC) UPDATE REPORT

Date of last meeting: 10 September 2024

Quoracy: Met

Report by: Dr Neil Wooding, Chair

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

There were no items to **alert** members of the Board on this occasion.

Advise² (to monitor)

There were no items to **advise** members of the Board on this occasion.

Assure³ (to note)

Remuneration and Terms of Service Committee wish to **assure** members of the Board that:

- The Committee approved the proposed appointment process and timelines for the **Chief Executive Officer** vacancy.
- The Committee received an overview of changes made to **Executive Director Portfolios** since 2015.
- The Committee received an update on the response to the **Welsh Government Commissioned review** relating to very senior manager salaries.

Review of Risks

Not applicable

Sharing of learning

Not applicable

Recommendation

For Board to note the assure items from the RTSC meeting.

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IN-COMMITTEE BOARD UPDATE REPORT

Date of last meeting: 25 July 2024

Quoracy: Met

Report by: Neil Wooding, Chair

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

The In-Committee Board had no matters of which to **alert** the Board.

Advise² (to monitor)

The In-Committee Board had no matters of which to **advise** the Board.

Assure³ (to note)

The In-Committee Board wishes to **assure** members of the Board that:

- The In-Committee Board noted the **Suspensions Report** and considered the implications of the matters reported.
- Assurance was provided by update reports from the **In-Committee Audit and Risk Assurance Committee (ARAC)** meeting held on 18 June 2024; the **In-Committee Charitable Funds Committee (CFC)** meeting held on 21 June 2024; the **In-Committee Health and Safety Committee (HSC)** meeting held on 9 July 2024; the **In-Committee People, Organisational Development & Culture Committee (PODCC)** meeting held on 13 June 2024; the **In-Committee Sustainable Resources Committee (SRC)** meeting held on 25 June 2024 and the **In-Committee Joint Commissioning Committee (JCC)** meeting held on 21 May 2024.

Review of Risks

Not applicable.

Sharing of learning

Not applicable.

Recommendation

The Board is asked to **NOTE** the report and **TAKE ASSURANCE** from the items that the In-Committee Board is providing assurance on.

¹ There is a lack of confidence that any action in place is sufficient to address the issue satisfactorily and/or within the scope of the operational team or executive to resolve. Engagement, action or intervention required.

² There are areas of concern where assurance has been taken on actions in place but requires close monitoring. An early warning of an emerging and potentially serious concern.

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PARTNERSHIP FORUM UPDATE

Date of last meeting: 6 August 2024

Quoracy: Met

Report by: Lisa Gostling/Anthony Dean, Chair

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

There were no issues which the Partnership Forum wished to alert the Board.

Advise² (to monitor)

Members were content with the Health & Safety update but welcomed greater engagement to ensure matters are considered and addressed via meeting governance arrangements.

Assure³ (to note)

The Partnership Forum wish to assure members of the Board that:

- Members were engaged with actions relating to implementing non pay elements of the pay deal.
- Robust discussion was held around the Strategic Equality Plan Annual Report and that further analysis would take place throughout the year.
- The Forum members welcomed early engagement regarding office accommodation monitoring.

Review of Risks

Not applicable.

Sharing of learning

Not applicable.

Recommendation

The Board is asked to note the report.

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³ There is confidence that actions are robust and will be sufficient to address the issue or generally operating effectively. Routine monitoring.

STAKEHOLDER REFERENCE GROUP UPDATE REPORT

Date of last meeting: 16 July 2024

Quoracy: Met

Report by: Ms Chesca Ross, Vice Chair

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

There were no issues which the Stakeholder Reference Group wished to alert the Board.

Advise² (to monitor)

The Stakeholder Reference Group wish to **advise** members of the Board that:

- **Annual Review of Stakeholder Reference Group Membership:** The annual review of the membership of the Group has been undertaken. 12 members of the Group have reached the end of their stipulated tenure on the Group and nominations for all but two of those vacancies have been confirmed. The Group noted the progress being made to appoint/re-appoint representatives of member organisations to SRG and advise that Chair and Vice Chair arrangements will be confirmed at the meeting on 5 November 2024.

Assure³ (to note)

The Stakeholder Reference Group wish to assure members of the Board that:

- **Public Health: Working with our Communities to Improve Health and Wellbeing:** The Group was assured by the programme of Public Health engagement and the work undertaken to deliver the Health Board's key programmes of work to improve the health of the population. The Group was also assured by the level of partnership working with key stakeholders such as Local Authorities, Public Health Wales, Public Service Boards and the Regional Partnership Board.

The Group was assured by the development of principles to define the Social Model for Health and the formulation of a Charter on the Social Model of Health and anticipate its presentation at the 5 November 2024 meeting of the Group.

- **Meeting the New Health Board Chair:** The Group was assured by the presentation delivered by Dr Neil Wooding, the new Hywel Dda University Health Board (HDdUHB) Chair, and his vision for the future of service delivery

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in HDdUHB and the social model of health. The Group was also assured by the progress being made to reconfigure services to deliver quality healthcare services, the plan for future healthcare provision that focusses on keeping patients out of hospital, and the promotion of self-health to ensure patients stay healthier for longer. This is supported by the Health Board's vision of enabling patients to receive treatment within their own home or communities and to promote preventative health care to improve the health of the population.

- **Current and Future Planned Consultations and Engagement Update:** The Group was assured by the programme of recent, current and planned future consultations and engagements to be undertaken by HDdUHB. The Group was also assured by the level of engagement undertaken around the future of General Practice (GP) provision in St. David's in North Pembrokeshire. It was assured by the engagement around changes to the location of the Phlebotomy Services in Llanelli, following the change of location from the Antioch Centre to the Mass Vaccination Centre in Dafen. The Group noted that this has resulted in a significant reduction in waiting times for a blood test and that mitigating provision was provided at Prince Philip Hospital to enable more patients to access the service via public transport.

Review of Risks

Not Applicable

Sharing of learning

Not Applicable

Recommendation

The Board is asked to **NOTE** the report.

Agenda, papers and minutes are available on our website: [Stakeholder Reference Group - Hywel Dda University Health Board \(nhs.wales\)](#).