

## **POWYS TEACHING HEALTH BOARD**

**CONFIRMED**

### **MINUTES OF THE MEETING OF THE BOARD**

**HELD ON WEDNESDAY 25 May 2022**

#### **VIA TEAMS**

#### **Present**

Vivienne Harpwood	Independent Member (Chair)
Kirsty Williams	Independent Member (Vice Chair)
Carol Shillabeer	Chief Executive
Matthew Dorrance	Independent Member (Local Authority)
Ian Phillips	Independent Member (ICT)
Frances Gerrard	Independent Member (University)
Mark Taylor	Independent Member (Capital & Estates)
Tony Thomas	Independent Member (Finance)
Rhobert Lewis	Independent Member (General)
Ronnie Alexander	Independent Member (General)
Cathie Poynton	Independent Member (Trade Union)
Hayley Thomas	Deputy Chief Executive and Director of Primary, Community Care and Mental Health
Kate Wright	Medical Director
Claire Roche	Director of Nursing & Midwifery
Pete Hopgood	Director of Finance and IT
Claire Madsen	Director of Therapies & Health Sciences
Stephen Powell	Interim Director of Planning and Performance

#### **In Attendance**

James Quance	Interim Board Secretary
Jamie Marchant	Director of Environment
Mark McIntyre	Deputy Director of Workforce and OD
Katie Blackburn	CHC – Chief Officer
Liz Patterson	Interim Head of Corporate Governance
Stella Parry	Interim Corporate Governance Manager

#### **Apologies for absence**

Julie Rowles	Director of Workforce and OD
Alison Merry	Deputy Director of Public Health

<b>PRELIMINARY MATTERS</b>	
<p>RESOLVED THAT due to the unprecedented health emergency of COVID-19, and the clear Public Health instruction to practise social distancing, meetings will run by electronic means as opposed to in a physical location. This decision had been taken in the best interests of protecting the public, staff and Board Members.</p> <p>The meeting was live-streamed and uploaded to the website after the meeting for viewing on demand.</p>	
PTHB/22/01	<p><b>WELCOME AND APOLOGIES FOR ABSENCE</b></p> <p>The Chair welcomed all participants to the meeting noting that a number of observers were present as outlined in the attendance record. Apologies for absence were noted as recorded above.</p>
PTHB/22/02	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declaration of interest.</p>
PTHB/22/03	<p><b>MINUTES OF MEETINGS HELD ON:</b></p> <p><b>a) Board meeting, 30 March 2022</b></p> <p>The minutes of the meeting held on 30 March 2022 were received and AGREED as being a true and accurate record.</p> <p><b>b) Extraordinary Board, 28 April 2022</b></p> <p>The minutes of the meeting held on 28 April 2022 were received and AGREED as being a true and accurate record.</p>
PTHB/22/04	<p><b>MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING</b></p> <p>There were no matters arising.</p>
PTHB/22/05	<p><b>BOARD ACTION LOG</b></p> <p>The Board RECEIVED and NOTED the Board Action Log.</p>
PTHB/22/06	<p><b>PATIENT EXPERIENCE STORY</b></p> <p>The Director of Therapies and Health Sciences introduced the item and provided an overview of Daniel's story, which detailed the patient's diagnosis of Diabetes following infection with COVID-19 in January 2022.</p> <p>The Board DISCUSSED and welcomed the presentation.</p>

PTHB/22/07

### **UPDATE FROM THE CHAIR**

The Chair presented the report and provided an overview of the following matters:

- The Chair wished to announce that Mererid (Mezz) Bowley would be joining the health board as Director of Public Health. Mezz would join the health board on 12-month secondment from Public Health Wales, and would be in post by July. Most recently she was Deputy Director of Public Health for Aneurin Bevan University Health Board, and acting Director of Public Health for the same health board from April 2020 to January 2021.
- The process for seeking a new Independent Member (Third Sector) was underway and plans were in place for the appointment of a new Independent Member (University).
- This would be the last Board meeting for Frances Gerrard as she reached the end of her appointment to the health board on 30 June. She had given excellent support to the health board throughout her time with the health board, and her knowledge of medical education, combined with her experience as a GP in our area, had proved invaluable. The Board is grateful to Frances that among her other contributions, she arranged 'taster sessions' in Powys for medical students to give them experience of working in rural healthcare.
- The process had begun to seek the Chair's successor from September 2022.
- On 12<sup>th</sup> April 2022 the Chair was delighted to attend the Certificate of Appreciation and Long Service Awards for health board staff.

### **UPDATE FROM THE CHIEF EXECUTIVE OFFICER**

The Chief Executive presented the report and highlighted the following matters for the Board's attention:

- Health and Care Bill England;
- Engagement activity (CNO Conference, Dementia Standards for Hospitals Launch, Certificate of Appreciation and Long Service Awards;

	<ul style="list-style-type: none"> <li>• Joint work with Powys County Council regarding Ukrainian refugees; and</li> <li>• Welsh Government: Planned Care Recovery Plan.</li> </ul>
ITEMS FOR APPROVAL, RATIFICATION OR DECISION	
PTHB/22/08	<p><b>POPULATION NEEDS (PSB) AND WELLBEING ASSESSMENTS (RPB)</b></p> <p>The Chief Executive presented the item which provided the summary findings from the Population Needs Assessment (PNA) and the Well-being Assessment (WBA) for Powys. The two assessments had differing legislative requirements, aims and content. However, they were presented together due to the high degree of overlap between them. The WBA examines well-being from a wider perspective, whereas the PNA has a narrower focus on the provision of health and care services. The two assessments were collaboratively developed as part of a combined process. The item summarised the key content and changes since the previous assessments, and also covered practical limitations related to their development (including data gaps and the difficulties with their preparation related to COVID). The assessments identified three key matters for Powys:</p> <ul style="list-style-type: none"> <li>• existing and potential future population needs;</li> <li>• assets and services available in county to meet population needs; and</li> <li>• gaps in provision and unmet population needs.</li> </ul> <p>It was noted that the report provided positive indications for Powys. However, it was recognised that there was a demonstrable variation in health equity across the county.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Would consideration be given in future to the use of organisations such as Wye Valley NHS Trust as comparators due to their rurality and therefore increased similarity to Powys?</i></p> <p>The Chief Executive confirmed that wider comparators were used by health board, including international comparators. It was noted that Powys had partnered with Dumfries and Galloway on access deprivation due to shared rurality, and</p>

	<p>it was suggested that this would be made more apparent in the key overview.</p> <p><i>Would an easy-read version be made available to public?</i></p> <p>It was confirmed that follow-up would be undertaken in respect of an easy-read version.</p> <p><i>The report suggested that Powys residents spend only 8% of their income on mortgages/rent, was this anticipated?</i></p> <p>The Chief Executive highlighted the complex nature of Powys and noted the high cost of housing in relation to average income below the national average. It was suggested that the age demographic of Powys likely impacted upon the figures though it was recognised that the cost of living would place increased pressure on much of the population, particularly due to the essential nature of car travel due to the geography and rurality of the county.</p> <p><i>Will further work be undertaken in future iterations to address the reported gaps in data/information?</i></p> <p>It was confirmed that work was underway to address the gaps in information.</p> <p>The Chief Executive noted the high-level overview of the report and highlighted the stark nature of socioeconomic inequalities which were likely to worsen due to the current economic climate. It was suggested that the Planning, Partnerships and Population Health Committee would need to maintain focus on this area throughout 2022-23.</p> <p>The Board RATIFIED the Well-being Assessment as approved at the Public Service Board and NOTED the Population Needs Assessment.</p>
PTHB/22/09	<p><b>BOARD GOVERNANCE</b></p> <ul style="list-style-type: none"> <li>• <b>BOARD PRIORITIES AND WORK PROGRAMME</b></li> </ul> <p>The Board Secretary presented the item and noted that the work programme was based upon the Integrated Medium Term Plan (IMTP) 2022-25, as approved by the Board on 30 March 2022. The work programme set out the delegation and assurance against the objectives as well as statutory duties. It was recognised that the work programme would need to be flexible to meet the demands</p>

	<p>of the coming year and noted that a reporting schedule was under development. Independent Members sought assurance by asking the following questions:</p> <p><i>Was it felt that the scope of work programme was achievable?</i></p> <p>The Chief Executive confirmed that the IMTP was comprehensive and ambitious. However, work had been undertaken by the Board Secretary to ensure a strong focus on objectives within the Programme.</p> <p><i>Assurance was provided by either an Annual Report or scrutiny of Plans, had consideration been given to consistency of approach?</i></p> <p>It was noted that Annual Reports were important for reporting against strategic improvements. However, it was noted that it was important to be sighted on strategies and plans also. It was noted that following feedback the programme would be amended as needed.</p> <p>The Committee welcomed the layout of the work programme and APPROVED the Board Priorities and Work Programme 2022-23.</p> <ul style="list-style-type: none"> <li>• <b>REPORT OF SEALED DOCUMENTS</b></li> </ul> <p>The Committee RECEIVED and NOTED the Report of Sealed Documents.</p> <ul style="list-style-type: none"> <li>• <b>SCHEME OF DELEGATION AND RESERVATION OF POWERS</b></li> </ul> <p>The Board Secretary presented the Scheme of Delegation and Reservation of Powers and noted that amendments were not fundamental and were due to revisions in structure.</p> <p>The Board APPROVED and ADOPTED the Scheme of Delegation and Reservation of Powers.</p>
<b>ITEMS FOR DISCUSSION</b>	
PTHB/22/10	<b>INTEGRATED PERFORMANCE REPORT</b>

	<p>The Director of Planning and Performance presented the item which provided a performance update against the 2021/22 NHS Delivery Framework and limited local measures as of the 31 March 2022. This continued to be an interim process as a result of the COVID pandemic in the absence of the regular Integrated Performance Report. An overview of the following areas was provided:</p> <ul style="list-style-type: none"> <li>• Test, Trace, Protect;</li> <li>• Mass Vaccination;</li> <li>• Ministerial Measures;</li> <li>• NHS Delivery Framework Performance;</li> <li>• National Outcomes Framework: Performance Scorecard;</li> <li>• Quadruple Aims; and;</li> <li>• Next Steps</li> </ul> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Was the health board confident that it could sufficiently staff wards to enable repatriation, particularly out of hours?</i></p> <p>The Chief Executive noted the recruitment challenges experienced across Wales and the UK and noted that major insourcing work had been undertaken in Powys to improve the COVID backlog. It was suggested that strategic opportunities would continue to be identified throughout 2022-23 which would be brought forward for discussion by the Board. It was also noted that the health board would retain a focus on retention in 2022-23 and the Board recognised workforce as a key enabling factor for the Integrated Medium Term Plan 2022-25.</p> <p><i>COVID-19 had increased the length of waiting times, significantly in some cases, for routine surgery. What discussion had there been on potential changes in practice to address this?</i></p> <p>The Chief Executive noted a suite of potential changes had been introduced by Welsh Government such as patient initiated follow-ups and direct access physio to address the challenges in Planned Care. It was also suggested that a particular focus on equity across Wales would be at the forefront of practice going forward.</p> <p>The Board DISCUSSED and NOTED the Report.</p>
PTHB/22/11	<b>RENEWAL PRIORITY – BREATHE WELL</b>

	<p>The Director of Therapies and Health Sciences presented the item which provided the following overview of the Breathe Well Renewal Priority:</p> <ul style="list-style-type: none"> <li>• Programme Aims;</li> <li>• Overview of achievements and their impact; <ul style="list-style-type: none"> <li>○ Diagnostics</li> <li>○ Respiratory Advice, Support and Treatment</li> <li>○ Pulmonary rehabilitation</li> </ul> </li> <li>• Trajectories and investment;</li> <li>• Challenges; and;</li> <li>• Next Steps</li> </ul> <p>The Chief Executive welcomed the presentation and highlighted the importance of balancing experience, outcomes and costs as a public service.</p> <p>The Board DISCUSSED and NOTED the presentation.</p>
PTHB/22/12	<p><b>FINANCIAL PERFORMANCE</b></p> <p>The Director of Finance and IT presented the end of year position for 2021/22 subject to the current audit underway by Audit Wales. It was noted that key areas of concern going into 2022-23 remained variable pay, continuing health care and commissioned services. It was noted that it was anticipated that the health board would be £195k overspent in Month 1 of 2022-23 and that crucial actions would need to be undertaken in the coming months to achieve statutory break even in 2022-23.</p> <p>The Board received and NOTED the Report.</p>
PTHB/22/13	<p><b>CORPORATE RISK REGISTER, MAY 2022</b></p> <p>The Board Secretary presented the Corporate Risk Register and highlighted the following suggested amendments:</p> <ul style="list-style-type: none"> <li>• The Director of Finance and IT proposed a new risk was added to the Corporate Risk Register in relation to Cyber Security, with a risk score of 16 due to the increased risk of potential Cyber-attack due to current climate and world events.</li> <li>• The Director of Finance and IT proposed an increase in the scoring of CRR002 (Risk rating increased from 8 (L4xI4 to 12 (L3xI4)) due to the uncertainty of the cost pressures impact.</li> </ul>



	<p>Independent Members sought assurance by asking the following questions:</p> <p><i>Had consideration been given to the use of a telephone system so support CRR012, compliance with Welsh Language Standards?</i></p> <p>It was confirmed that the Workforce and Culture Committee was due to discuss the Welsh Language Annual Report 2021-22 at its meeting on 31 May 2022, this would present an opportunity for discussion of this matter.</p> <p><i>Would a blank page exercise be undertaken in relation to Urgent and Emergency Care?</i></p> <p>It was confirmed that the Executive Committee had held an initial risk identification session and that a further session would be held with Independent Members at the Board Development meeting on 28 June 2022.</p> <p>The Committee RECEIVED and NOTED the updated Corporate Risk Register.</p>
PTHB/22/14	<p><b>REPORT OF THE CHIEF OFFICER OF THE COMMUNITY HEALTH COUNCIL</b></p> <p>The Chief Officer of the Community Health Council presented the report which provided an overview of Engagement, Surveys and Reports. It was noted that the CHC had met with Wye Valley NHS Trust (WVT) on 24 May 2022 in relation to the provision of Stroke Services, work was also underway with Shrewsbury and Telford Hospitals NHS Trust (SaTH) in relation to their Hospital Transformation Programme.</p> <p>It was noted that there had been several new Members of the CHC, however a Board Member for the Citizens Voice Body was yet to be recruited.</p> <p>The Board RECEIVED and NOTED the Chief Officer's Report.</p>
PTHB/22/15	<p><b>ASSURANCE REPORTS OF THE BOARD'S COMMITTEES</b></p> <p><b>A) PTHB COMMITTEES</b></p> <p>The following Chair's Assurance Reports were received:</p> <p><u>Executive Committee</u></p>

	<p>The Committee Chair presented the item which provided an overview of matters considered by the Executive Committee on 23 March, 4 April, 20 April and 4 May 2022.</p> <p>The Committee Chair highlighted no matters for escalation. The Board NOTED the report</p> <p><u>Audit, Risk and Assurance Committee</u></p> <p>The Committee Chair presented the item which provided an overview of matters considered by the Audit, Risk and Assurance Committee on 26 April 2022.</p> <p>The Committee Chair wished to highlight the following matters to the Board:</p> <ul style="list-style-type: none"> <li>• The Draft Head of Internal Audit Opinion had suggested a 'Reasonable Assurance' rating.</li> <li>• There would be a qualification of health boards Annual Accounts 2021-22, in relation to 'Scheme Pays'. It was noted that this was a qualification of the regularity opinion and technical in nature. It was an All Wales issue in relation to a Ministerial Direction received in December 2019. The 'true and fair' opinion was reported as unqualified.</li> </ul> <p>The Board NOTED the report</p> <p><u>Delivery and Performance Committee</u></p> <p>The Committee Chair presented the item which provided an overview of matters considered by the Delivery and Performance Committee on 3 May 2022.</p> <p>The Board NOTED the report</p> <p><u>Patient Experience, Quality and Safety Committee</u></p> <p>The Committee Chair presented the item which provided an overview of matters considered by the Patient Experience, Quality and Safety Committee on 24 March 2022.</p> <p>The Committee Vice-Chair wished to highlight to the Board the importance of the ability to monitor and evaluate</p>
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	<p>information in relation to Patient Experience as a health board.</p> <p>The Board NOTED the Report.</p> <p><u>Planning, Partnerships and Population Health Committee</u></p> <p>The Committee Chair presented the item which provided an overview of matters considered by the Planning, Partnerships and Population Health Committee on 7 April 2022.</p> <p>The Board NOTED the report</p> <p><u>Workforce and Culture Committee</u></p> <p>The Committee Chair presented the item which provided an overview of matters considered by the Workforce and Culture Committee on 15 March 2022.</p> <p>The Board NOTED the Report.</p> <p><b>B) JOINT COMMITTEES</b></p> <p>The Chief Executive presented the item which provided an update to the Board in respect of the matters discussed and agreed at recent meetings of the Joint Committees of the Board</p> <ul style="list-style-type: none"> <li>▪ Welsh Health Specialised Services Committee (WHSSC);</li> <li>▪ Emergency Ambulance Service Committee (EASC); and</li> <li>▪ an update in respect of the Mid Wales Joint Committee for Health and Social Care (MWJC).</li> </ul> <p>The Board NOTED the updates contained within the report in respect of the matters discussed and agreed at recent Joint Committee meetings.</p>
PTHB/22/16	<p><b>ASSURANCE REPORT OF THE BOARD'S PARTNERSHIP ARRANGEMENTS</b></p>

	<p>The Chief Executive provided an update to the Board in respect of the matters discussed and agreed at recent partnership board meetings, including the following:</p> <ul style="list-style-type: none"> <li>• NHS Wales Shared Services Partnership Committee (NWSSPC);</li> <li>• Powys Public Services Board (PSB);</li> <li>• Regional Partnership Board (RPB); and</li> <li>• Joint Partnership Board (JPB).</li> </ul> <p>The Board DISCUSSED and NOTED the updates contained in the report in respect of the matters discussed and agreed at recent partnership board meetings.</p>
PTHB/22/17	<p><b>REPORT OF THE BOARD'S LOCAL PARTNERSHIP FORUM</b></p> <p>The Deputy Director of Workforce presented the item which provided an update on the work of the Board's Local Partnership Forum since the last meeting of the Board.</p> <p>The Board DISCUSSED and NOTED the Report of the Board's Local Partnership Forum.</p>
<b>OTHER MATTERS</b>	
PTHB/22/18	<p><b>ANY OTHER URGENT BUSINESS:</b></p> <p>There was no other urgent business.</p>
PTHB/22/19	<p><b>DATE OF THE NEXT MEETING:</b></p> <p>14 June 2022, 09:00 via Microsoft Teams</p>