

POWYS TEACHING HEALTH BOARD

CONFIRMED

MINUTES OF THE MEETING OF THE BOARD

HELD ON WEDNESDAY 27 JULY 2022

VIA TEAMS

Present

Vivienne Harpwood	Independent Member (Chair)
Kirsty Williams	Independent Member (Vice Chair)
Carol Shillabeer	Chief Executive
Ian Phillips	Independent Member (ICT)
Mark Taylor	Independent Member (Capital & Estates)
Tony Thomas	Independent Member (Finance)
Rhobert Lewis	Independent Member (General)
Ronnie Alexander	Independent Member (General)
Claire Roche	Director of Nursing and Midwifery
Pete Hopgood	Director of Finance and IT
Claire Madsen	Director of Therapies and Health Sciences
Mererid Bowley	Director of Public Health
Stephen Powell	Interim Director of Planning and Performance

In Attendance

James Quance	Interim Board Secretary
Mark McIntyre	Deputy Director of Workforce and OD
Andrew Blayney	Community Health Council
Clare Lines	Assistant Director of Transformation and Value
Dr Ruth Corbally	GP Cancer Lead
Liz Patterson	Interim Head of Corporate Governance
Stella Parry	Interim Corporate Governance Manager

Apologies for absence

Cathie Ponton	Independent Member (Trade Union)
Hayley Thomas	Deputy Chief Executive and Director of Primary, Community Care and Mental Health
Jamie Marchant	Director of Environment
Julie Rowles	Director of Workforce and OD
Kate Wright	Medical Director

PRELIMINARY MATTERS	
<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/22/32	<p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>The Chair welcomed all participants to the meeting. Apologies for absence were noted as recorded above.</p>
PTHB/22/33	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest.</p>
PTHB/22/34	<p>MINUTES OF MEETINGS HELD ON:</p> <p>a) Board meeting, 25 May 2022</p> <p>The minutes of the meeting held on 25 May 2022 were received and AGREED as being a true and accurate record subject to the rectification of typographical errors.</p> <p>b) Extraordinary Board, 14 June 2022</p> <p>The minutes of the meeting held on 14 June 2022 were received and AGREED as being a true and accurate record.</p>
PTHB/22/35	<p>MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING</p> <p>There were no matters arising.</p>
PTHB/22/36	<p>BOARD ACTION LOG</p> <p>The Board RECEIVED and NOTED the Board Action Log.</p>
PTHB/22/37	<p>PATIENT EXPERIENCE STORY</p> <p>The Director of Therapies and Health Sciences introduced a short video which provided an overview of the work undertaken by the health board to support Jamie, a pupil at</p>

	<p>Summerville House with autism. As a result of technical issues, the video was presented at the end of the meeting. The video provided an overview of the impact that the COVID-19 pandemic had on young people with complex needs and the steps undertaken by Summerville House and the health board to ensure that COVID-19 vaccination was undertaken in a way that support Jamie's needs. It was noted that the video had been made with the support of Jamie's family and carers and highlighted the integral role that vaccination against COVID-19 had in enabling Jamie to return to activities within his community, following difficult changes to his routine as a result of the pandemic.</p> <p>The Board DISCUSSED and welcomed the presentation.</p>
PTHB/22/38	<p>UPDATE FROM THE CHAIR</p> <p>The Chair presented the report and provided an overview of the following matters:</p> <ul style="list-style-type: none"> • The Chair welcomed Mererid (Mezz) Bowley, Interim Director of Public Health to her first meeting of the Board since joining the health board on 27 June 2022. • It was noted that the recruitment process to seek the Chairs successor was underway. Further updates would be provided to the Board Members as developments were made. Progress was also underway in relation to the appointment of Independent Members for Third Sector and University. • On Tuesday 19 July 2022, the Chief Executive and Chair attended a COVID-19 parade in the main arena of the Royal Welsh Agricultural Show featuring staff and volunteers who had worked on the COVID-19 response. The Royal Welsh Show invited the RAF Band (who were part of the Military Aid to Civil Authorities (MACA) deployment to the health board to support the county during the pandemic) to play at the Show. The Chair was proud to attend and receive the salute on behalf of the health board along with Steve Hughson, Chief Executive of the Royal Welsh Agricultural Society and Dame Kate Bingham who chaired the UK Government's Vaccine Taskforce, steering procurement of vaccines and the strategy for their deployment during the COVID-19 pandemic.

	<ul style="list-style-type: none"> • The Chair also highlighted the Chair's Action undertaken on 28 June 2022, which was presented to the Board for ratification. It was noted that the Chair's Action had supported the procedure of the health board to tribunal. The Chief Executive reported that the tribunal had concluded, and that the health board had been cleared of all allegations. <p>The Board RATIFIED the Chair's Action undertaken on 28 June 2022.</p> <p>UPDATE FROM THE VICE CHAIR</p> <p>The Vice Chair presented the report and highlighted the following matters for the Board's attention:</p> <ul style="list-style-type: none"> • launch of the Powys Forum for Suicide and Self Harm Prevention; and; • Special Together for Children and Young People Event <p>UPDATE FROM THE CHIEF EXECUTIVE OFFICER</p> <p>The Chief Executive presented the report and highlighted the following matters for the Board's attention:</p> <ul style="list-style-type: none"> • Integrated Medium-Term Plan and Joint Executive Team meeting with Welsh Government officials; • staff engagement and events; • system pressures; • autumn vaccination; and; • senior staff changes <p>The Board RECEIVED and NOTED the Reports of the Chair, Vice Chair and Chief Executive.</p>
ITEMS FOR APPROVAL/RATIFICATION/DECISION	
PTHB/22/39	<p>WELSH LANGUAGE STANDARDS ANNUAL MONITORING REPORT 2021-22</p> <p>The Director of Therapies and Health Sciences presented the report which provided a descriptive overview of the steps undertaken taken to comply with the Welsh Language Standards by the health board in 2021-22. The report also highlighted the health board's intentions for the future to build upon the work already undertaken.</p>

	<p>Independent Members sought assurance by asking the following questions:</p> <p><i>Would the outcomes of the work undertaken to identify the obstacles to staff in engaging with Welsh Language be shared with the Board?</i></p> <p>It was agreed that an update in relation to this work would be included within the next report.</p> <p>The Board APPROVED the Welsh Language Annual Report for 2021-22.</p>
PTHB/22/40	<p>EQUALITIES, DIVERSITY AND INCLUSION ANNUAL REPORT 2021-22</p> <p>The Director of Therapies and Health Sciences presented the report which provided a descriptive overview of the steps undertaken taken to comply with the Public Sector Equality Duty by the health board in 2021-22. The report also highlighted the health board's intentions for the future to build upon the work already undertaken to continue to improve the health and wellbeing for individuals and reduce inequalities.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>It had been estimated that approximately 17-30% of GP appointments were in relation to musculoskeletal concerns. Were the potential impacts and benefits of the diagnostics work underway being monitored?</i></p> <p>The Director of Therapies and Health Sciences recognised the large piece of work in relation to diagnostics currently underway within the Renewal Portfolio. As well as supporting work to ensure the right treatment is received at the right time, including within Primary Care. It was confirmed that the impacts and benefits of these programmes will be closely monitored.</p> <p><i>It was highlighted that inequality can exist beyond the protected characteristics within the legislation, such as different access times based on geography. Had consideration been given as to how best to ensure data in relation to these equalities is included in reporting?</i></p> <p>The Chief Executive recognised the broad scope of inequalities, including health and social inequalities. The intention of the health board was to recognise and identify actions to address all of the inequalities effecting Powys residents however it was also recognised that this would</p>

	<p>require a far broader input than the health board alone, and would require action from across the system.</p> <p>The Board APPROVED the Equality, Diversity and Inclusion Annual Report for 2021-22.</p>
ITEMS FOR DISCUSSION	
PTHB/22/41	<p>HEALTHY WALES WHOLE SYSTEM APPROACH TO OBESITY PREVENTION</p> <p>The Director of Public Health presented the item which provided an overview of the Whole Systems Approach in 2022/23, including:</p> <ul style="list-style-type: none"> • mapping the local system to understand the local influences, strategic stakeholders, drivers and levers as they relate to healthy weight, overweight and obesity; • identifying at least one sub-system within the local system for focused work; and; • developing an action plan to leverage change within this sub-system. <p>It was highlighted that a Whole System Approach was an important component of the national approach to tackling obesity. Executive-level support across the relevant local partnerships and organisations would also be critical to its successful implementation.</p> <p>The Director of Nursing echoed the need for partnership working and highlighted that the approach had been discussed at the Start Well Board on 26 July 2022, which had committed its support to obesity prevention.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>The complexity of the issue of obesity was recognised and it was queried how the health board planned to make an impact, due to the broad scope of influences affecting weight?</i></p> <p>The Director of Public Health highlighted that prominence within the local partnership arrangements would be the starting point, to enable the system in Powys to provide early help and support to prevent obesity as well as to provide a pathway of support for those living with obesity. The importance of consistent, early age support was recognised and the Board highlighted the requirements for equitable provision.</p>

	<p>The Board DISCUSSED and NOTED the Whole System Approach to Obesity Prevention programme and welcomed the progress made in its delivery to date.</p>
PTHB/22/42	<p>INTEGRATED PERFORMANCE:</p> <ul style="list-style-type: none"> • INTEGRATED PERFORMANCE REPORT <p>The Director of Planning and Performance presented the item which provided an overview of performance in relation to:</p> <ul style="list-style-type: none"> • COVID-19 Infections Reporting; • COVID-19 Vaccination; • Ministerial Measures; • NHS Delivery Framework Performance; • Quadruple Aims; and; • next steps <p>It was highlighted that For Q2 2022/23 the health board would update reporting in line with the redeveloped NHS Performance Framework. This framework would amalgamate the Ministerial Measures and NHS Delivery Framework. The initial release version would contain 84 measures including Ministerial Priority measures. Changes would include:</p> <ul style="list-style-type: none"> • 25 new measures included in 2022-23 to assess emerging priority areas; • 20 measures retired compared to the 2021-22 NHS delivery framework; and; • 9 self-assessment qualitative returns <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Had there been any indication in relation to the availability of Flu Vaccinations in readiness for Autumn/Winter?</i></p> <p>The Director of Public Health reported that the Southern Hemisphere had reported an increase in flu activity for the 2022-23 flu season, therefore the delivery of flu vaccinations in early autumn would be a key area of focus for Welsh Government and NHS Wales. No concerns in relation to logistics had been reported at the time of the meeting. Learning from COVID-19 vaccination delivery was also being reviewed and co-delivery of vaccines was due to be trialled in 2022-23 as a transitional year.</p>

	<p><i>Had there been any progress in relation to increased Minor Injury Unit Provision in Powys? It was suggested that this may support a reduction in demand on nearby Emergency Departments</i></p> <p>The Chief Executive noted that a programme of work was being led by the Medical Director. It was reported that progress had been made and included work in relation to the role of MIU in virtual wards, Same Day Emergency Care (SDEC) and potential proposals in relation to ambulatory care. This work was also closely aligned to the programme of work in relation to diagnostics. It was noted that a further update would return to Board in respect of this item.</p> <p>The Board DISCUSSED and NOTED the Report.</p> <ul style="list-style-type: none"> • INTEGRATED MEDIUM TERM PLAN DELIVERY <p>The Director of Planning and Performance presented the report which provided an update of the progress made against the Integrated Medium-Term Plan (IMTP) for the quarter 1 period (April 2022 to June 2022). The report comprised of updates provided by each lead Executive Director on status and a supporting commentary noting progress and any areas of 'red' rating meaning progress was off track and required additional action.</p> <p>The reporting of progress was in line with requirements set by Welsh Government, following the approval of the IMTP. However, it was noted that, at the time of writing the report, the Accountability and Conditions letter had not yet been received and therefore there was no specific commentary in the report that covers those aspects.</p> <p>It was noted that the new reporting style remained under development and Independent Members were re-assured that more detailed reporting would be provided to the appropriate committees and the Board to allow for more in-depth challenge and discussion.</p> <p>The Board DISCUSSED and NOTED the Report.</p>
PTHB/22/43	<p>RENEWAL PRIORITY – CANCER PROGRAMME</p> <p>The Chief Executive introduced the item, and welcomed Clare Lines, Assistant Director of Transformation and Value and Dr Ruth Corbally, GP Cancer Lead to the meeting in support of the item.</p>

	<p>The Assistant Director of Transformation and Value presented the report which provided an overview of the Cancer Renewal Programme, one of the programmes in the Renewal Strategic Portfolio, including:</p> <ul style="list-style-type: none"> • the Cancer Programme definition and scope; • progress to date against the key priorities and objectives; • an overview of the Welsh Government Quality Statement for Cancer; and; • remaining actions and priorities for 2022-23 in the Cancer Renewal Programme. <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Difficulties in relation to Palliative Care capacity had been experienced by Powys in the past, was work in relation to this connected to the Cancer Programme?</i></p> <p>The Chief Executive clarified that programmes were connected, however not fully integrated. It was reported that progress had been made in relation to palliative care in Powys, including the Cariad Programme which had been recognised by the Chief Nursing Officer for Wales. Additional development was underway by the health board to further improve capacity.</p> <p><i>To what extent was the programme linked to the North Powys Wellbeing Programme?</i></p> <p>The Assistant Director of Transformation and Value confirmed that colleagues from the North Powys Well-being Programme were involved in all Renewal Programmes and that all major programmes were managed in partnership.</p> <p><i>What was the additional support due to be offered to Powys GP's referenced within the presentation?</i></p> <p>Dr Corbally confirmed that the support was in relation to fecal immunochemical testing (FIT). Where low uptake was identified in a specific locality, additional education and support would be provided to GPs to support implementation and uptake.</p> <p>The Chief Executive welcomed the discussion and development of the programme through the Renewal Strategic</p>
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	<p>Portfolio Board and highlighted the importance of the programme for the population of Powys.</p> <p>The Committee DISCUSSED and NOTED the Report.</p>
PTHB/22/44	<p>FINANCIAL PERFORMANCE</p> <p>The Director of Finance and IT presented the item which provided an overview of the health board's financial position as of Month 3, the following matters were highlighted for the Board's attention:</p> <ul style="list-style-type: none"> • as of Month 3 the health board was £0.698M overspent; • areas of pressure continued to be Continuing and Complex Health Care, Variable Pay, Commissioned Services and non-delivery of savings targets; and • the position had been escalated within the financial plan and a task and finish group had been established to reduce spending and pressure. All budget holders had identified actions to reduced expenditure and provide a pipeline of opportunities whilst maintaining quality. <p>Independent Members sought assurance by asking the following questions:</p> <p><i>What progress had been made in relation to reduction of agency and locum usage?</i></p> <p>The Director of Finance and IT stated that agency usage was a key component of the variable pay cost pressure. As part of the escalation and task and finish group, consideration would be given to how reductions could be made at pace.</p> <p><i>It was suggested that the savings target of £4.6M was ambitious, was it felt that it was achievable?</i></p> <p>The Director of Finance and IT reported that the target was informed by the IMTP 2022-25, and reported to the including assumptions regarding a number of opportunities and plans that could provide the necessary savings. However, as all health board schemes were not currently reporting as green, assurance could not currently be provided that these would be achieved.</p> <p>The Chief Executive highlighted that the meeting of the Board due to be held on 28 September 2022 would be at a crucial stage of the financial year. The Board recognised the scale of the challenges post pandemic across the NHS in Wales and UK and it was confirmed that mechanisms would need to be</p>

	<p>developed to ensure the best use and deployment of resources available.</p> <p>The Board DISCUSSED and NOTED the position and the required actions and focus to improve the position.</p>
PTHB/22/45	<p>CORPORATE RISK REGISTER, JULY 2022</p> <p>The Board Secretary presented the item and noted that activity was ongoing in relation to the development of an updated register for 2022-23. The Board was requested to consider the following new risk for inclusion within the Corporate Risk Register: -</p> <p>The Director of Finance and IT had proposed CRR002 was split into two risks, a) The Health Board does not meet its statutory duty to achieve a breakeven position in future years of the IMTP and a new risk b) the Health Board does not meet its statutory duty to achieve a breakeven position in 2022/23.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Had consideration been given to the inclusion of risk in relation to Records Management and Patient Information?</i></p> <p>The Board Secretary confirmed that a risk in relation to records was under consideration as part of the Corporate Risk Register refresh for 2022-23.</p> <p>The Board DISCUSSED the Corporate Risk register and SUPPORTED the proposed amendment.</p>
PTHB/22/46	<p>REPORT OF THE CHIEF OFFICER OF THE COMMUNITY HEALTH COUNCIL</p> <p>The Community Health Council presented the report which provided an overview of engagement, surveys and reports. It was noted that some face-to-face engagement had been reintroduced, including at the Smallholders and Royal Welsh Agricultural Shows in Builth Wells.</p> <p>The Board RECEIVED and NOTED the Chief Officer's Report.</p>
PTHB/22/47	<p>ASSURANCE REPORTS OF THE BOARD'S COMMITTEES</p> <p>A) PTHB COMMITTEES</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</p>

	<p>on 18th May, 25th May, 1st June, 15th June and 29th June 2022.</p> <p>The Committee Chair wished to escalate the following matters to the Board:</p> <ul style="list-style-type: none"> • It was requested that the Board ENDORSE the decision to uplift as an interim measure the Funded Nursing Care to 3% to account for pay award decision making. The final uplift would be considered once pay award outcomes were known. • It was requested that the Board ENDORSE the decision to defer decision-making regarding the change in pathways for consultant-led maternity and neonatal care in South Powys until the autumn. This delay was as a result of the timing of the Independent Maternity Services Oversight Panel (IMSOP) Report and the need for careful assessment/review of progress for the Powys population <p>The Board ENDORSED the escalated matters and 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 17 May and 13 June 2022.</p> <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 23 June 2022. The Committee Chair highlighted to the Board the work underway in relation to the use of information to improve performance and the importance of supporting out of hours care.</p> <p>The Board NOTED the report</p>
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Patient Experience, Quality and Safety Committee

The Committee Chair presented the item which provided an overview of matters considered by the Patient Experience, Quality and Safety Committee on 7 July 2022.

The Committee Vice-Chair wished to escalate to the Board the recent Nationally Reportable Incidents submitted to the Delivery Unit in relation to Maternity Services and the current governance arrangements implemented as a consequence. Further detail in relation to this escalation was available within Appendix 1 of the Chair's Assurance Report.

The Board NOTED the Report and the ongoing oversight to be applied by the Patient Experience, Quality and Safety Committee.

Workforce and Culture Committee

The Committee Chair presented the item which provided an overview of matters considered by the Workforce and Culture Committee on 31 May 2022.

The Board NOTED the report

Charitable Funds Committee

The Committee Chair presented the item which provided an overview of matters considered by the Charitable Funds Committee on 14 June 2022.

The Board NOTED the Report.

B) JOINT COMMITTEES

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

- Welsh Health Specialised Services Committee (WHSSC);
- Emergency Ambulance Service Committee (EASC); and
- an update in respect of the Mid Wales Joint Committee for Health and Social Care (MWJC).

	The Board NOTED the updates contained within the report in respect of the matters discussed and agreed at recent Joint Committee meetings.
PTHB/22/48	<p>ASSURANCE REPORT OF THE BOARD'S PARTNERSHIP ARRANGEMENTS</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"> • NHS Wales Shared Services Partnership Committee (NWSSPC); • Powys Public Services Board (PSB); • Regional Partnership Board (RPB); and • Joint Partnership Board (JPB). <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/22/49	<p>REPORT OF THE BOARD'S LOCAL PARTNERSHIP FORUM</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>
OTHER MATTERS	
PTHB/22/50	<p>ANY OTHER URGENT BUSINESS</p> <p>No other urgent business was declared.</p>
PTHB/22/51	<p>DATE OF THE NEXT MEETING:</p> <p>28th September 2022, 9.30am, via Microsoft Teams</p>