

POWYS TEACHING HEALTH BOARD

CONFIRMED

MINUTES OF THE MEETING OF THE BOARD

HELD ON TUESDAY 25 JULY 2023

VIA TEAMS

Present

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| Carl Cooper | Independent Member (Chair) |
| Kirsty Williams | Independent Member (Vice Chair) |
| Hayley Thomas | Interim Chief Executive |
| Chris Walsh | Independent Member (Local Authority) |
| Ronnie Alexander | Independent Member (General) |
| Simon Wright | Independent Member (University) |
| Rhobert Lewis | Independent Member (General) |
| Ian Philips | Independent Member (ICT) |
| Cathie Poynton | Independent Member (Trade Union) |
| Jennifer Owen Adams | Independent Member (Third Sector) |
| Pete Hopgood | Director of Finance, Information Services and IT/Interim Deputy Chief Executive |
| Claire Madsen | Director of Therapies and Health Sciences |
| Debra Wood-Lawson | Director of Workforce and OD |
| Joy Garfitt | Interim Director of Operations/Community and Mental Health |
| Kate Wright | Medical Director |
| Mererid Bowley | Director of Public Health |
| | Director of Nursing and Midwifery |
| Claire Roche | |
| In Attendance | |
| Helen Bushell | Director of Corporate Governance / Board Secretary |
| Marie Davies | Deputy Director of Nursing and Midwifery |
| Vikki Cooper | Assistant Director Digital Transformation |
| Adrian Osborne | Assistant Director of Communications and Engagement |
| Chris Moss | Assistant Director Performance and Commissioning |
| Katie Blackburn | Regional Director Llais |
| Liz Patterson | Interim Head of Corporate Governance |

Belinda Mills

Corporate Governance Officer

Attendees for part of meeting

Ellen Jolley Ward Manager (Item 1.3)
Dr Adam Pearce Service Lead for Welsh Language and
 Equalities (Item 2.6 and 2.7)
Alice King Audit Wales (Item 2.1)

Apologies for absence

Ronnie Alexander Independent Member (General)
Mark Taylor Independent Member (Capital & Estates)
Kate Wright Medical Director
Stephen Powell Interim Director of Planning, Performance and
 Commissioning
Wayne Tannahill Associate Director Capital and Estates
Nina Davies Associate Member (Director of Social Services
 Powys County Council)

| PRELIMINARY MATTERS | |
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| PTHB/23/036 | <p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>The Chair welcomed all participants to the meeting. Apologies for absence were noted and recorded as above.</p> |
| PTHB/23/037 | <p>DECLARATIONS OF INTEREST</p> <p>The following declarations of interest were made in relation to agenda item 2.5 (Belmont Branch Surgery Gilwern closure application)</p> <ul style="list-style-type: none">• Katie Blackburn, Regional Director Llais declared that she was a patient of Crickhowell Group Practice and would therefore limit her contribution to the articulation of the perspective of Llais; and <p>2.3.1 (Part 1: Performance Report, Part 2: Annual Accountability Report, Part 3: Annual Financial Statements)</p> <ul style="list-style-type: none">• The Director of Corporate Governance declared an interest in relation to remuneration and/or pensions for all Executive Directors and Independent Members for the Annual Report. |

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| <p>PTHB/23/038</p> | <p>EXPERIENCE STORY</p> <p>a) Patient Experience Story</p> <p>The Deputy Director of Nursing introduced the item which provided an overview of a mother who has had three babies with the Health Board Maternity Services in the South Powys area.</p> <p>The Board welcomed the presentation and expressed its thanks to mother for sharing their experience.</p> <p>b) Staff Experience Story</p> <p>The Ward Manager of Llanidloes Memorial Hospital presented to the Board a staff story reflecting on the challenges and opportunities faced by staff on the ward.</p> <p>The Board welcomed the presentation and wished to extend its thanks to the member of staff for sharing their story, the learning from which had been significant.</p> |
| <p>PTHB/23/039</p> | <p>UPDATE FROM THE CHAIR</p> <p>The Chair presented his report and added that discussions were taking place for the Substantive CEO to remain on secondment to Betsi Cadwaladr UHB until March 2024. This would likely be finalised in the coming weeks.</p> <p>UPDATE FROM THE VICE CHAIR</p> <p>The Vice Chair presented her report.</p> <p>UPDATE FROM THE CHIEF EXECUTIVE OFFICER</p> <p>The Chief Executive presented her the report.</p> <p>The Board RECEIVED and NOTED the Reports of the Chair, Vice Chair and Chief Executive.</p> |
| <p>PTHB/23/040</p> | <p>ASSURANCE REPORTS OF THE BOARD'S COMMITTEES</p> <ul style="list-style-type: none"> • PTHB COMMITTEES <p>The following Chairs' Assurance Reports were received:</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 4 July 2023.</p> |

The Board NOTED the report.

Delivery and Performance Committee

The Committee Chair presented the item which provided an overview of matters considered by the Delivery and Performance Committee on 27 June 2023.

The Board NOTED the report.

Executive Committee

The Committee Chair presented the item which provided an overview of matters considered by the Delivery and Performance Committee by the Executive Committee when it met on 17 May, 31 May, 14 June, 28 June and 12 July.

There were no matters for escalation. Relevant items have been considered by other Board Committees and communicated as appropriate.

The Board NOTED the report.

Workforce and Culture Committee

The Committee Chair presented the item which provided an overview of matters considered by the Workforce and Culture Committee on 16 May 2023 and 11 July 2023:

The Chair drew attention to the following items which the Committee had recommended to the Board for approval:

- Equality, Diversity and Inclusion Annual Report 2021/22
- Welsh Language Annual Report 2022/23

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 5 June 2023.

The Board NOTED the report.

Planning Partnership and Public Health Committee

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| | <p>The Committee Chair presented the item which provided an overview of matters considered by the Planning, Partnerships and Public Health Committee on 11 May 2023.</p> <p>The Board NOTED the report.</p> |
| ITEMS FOR APPROVAL/RATIFICATION/DECISION | |
| <p>PTHB/23/041</p> | <p>AUDIT WALES AUDIT OF ACCOUNTS REPORT, 2022/23</p> <p>The Director of Finance, Information Services and IT / Interim Deputy Chief Executive introduced the item. The Audit Wales Audit Lead for the Health Board presented the item which provided an overview of work performed in accordance with statutory functions. It was noted that the audit had concluded with an unqualified opinion on the accounts, with a qualified regulatory opinion as the Health Board had exceeded its financial limits over a three year period. It was confirmed that misstatements had been adjusted and were not material. It was noted that materiality was levelled at £4.1 million for the 2022-23 audit period. It was noted that uncorrected misstatements had been identified which the Health Board has chosen not to correct for a number of issues identified from the audit of payables and post year end payments. It was also highlighted that in the course of the audit, there were significant issues for attention.</p> <ul style="list-style-type: none"> • Payables Testing • Post Year end payments testing <p>It was recommended that the Health Board should ensure its closedown and quality control procedures are reviewed and strengthened to minimise errors within year end payables.</p> <p>It was noted that a lesson learned session will be held by the Health Board in the next few weeks to identify how these issues could be improved.</p> <p>Independent Members sought assurance by asking the following questions:</p> |

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| | <p><i>Can you confirm where this report goes from here, and what opportunities are available or any further correspondence from the Wealth Government?</i></p> <p>The Director of Finance, Information Services and IT confirmed that the report, once approved by Board is submitted to the Auditor General for Wales for sign off on 27 July 2023. The accounts are then laid before the Senedd including the Auditor General’s opinion.</p> <p>The Board received the Audit Wales – Audit of Accounts Report 2022-23.</p> |
| <p>PTHB/23/042</p> | <p>RECOMMENDATION FROM THE AUDIT, RISK AND ASSURANCE COMMITTEE IN RESPECT OF THE ANNUAL REPORT AND ACCOUNTS 2022/23 THE DIRECTOR OF</p> <p>The Chair of the Audit, Risk and Assurance Committee thanked both Audit Wales and colleagues in PTHB for the work in undertaking the annual report and accounts process. The Chair confirmed that the Committee had received the Annual Report and Accounts for consideration on 21 July 2023 and therefore presented the recommendations of the Audit, Risk and Assurance Committee as follows:</p> <p>The Audit, Risk and Assurance Committee RECOMMENDED to the Board that it:</p> <ul style="list-style-type: none"> • APPROVES the Annual Report and Accounts 2022-23, which includes. <ul style="list-style-type: none"> ○ The Performance Report; ○ The Annual Accountability Report; and ○ The Financial Statements • APPROVES the Letter of Representation; and • AUTHORISES the Chair, Chief Executive and Director of Finance, Information Services and IT to sign them where required. |
| <p>PTHB/23/043</p> | <p>ANNUAL REPORT AND ACCOUNTS 2022-23:</p> <p>a) Part 1: Performance Report</p> <p>b) Part 2: Annual Accountability Report</p> <p>c) Part 3: Annual Financial Statements</p> |

The Director of Finance, Information Services and IT and Director of Corporate Governance presented the Final Draft of the Annual Report and Accounts 2022-23 for approval at PTHB Board on 25 July 2023 and submission to Welsh Government on 27 July 2023, in-line with HM Treasury Requirements (revised for 2022/23).

The Director of Corporate Governance advised that the draft sections had been reviewed by the Executive Committee, Delivery and Performance Committee and Audit, Risk and Assurance Committee and that the Annual Accounts had been audited by Audit Wales and a recommendation to the Board to approve the reports is included as a separate paper within the agenda.

The Director of Corporate Governance noted that minor amendments requested from the Audit, Risk and Assurance committee on the description of the Stakeholder Reference Group had been made, and the Chair and Chief Executive foreword added.

The Director of Finance, Information Services and IT presented the full accounts for approval. The audit had concluded with an unqualified opinion on the accounts, with a qualified regulatory opinion as the Health Board had exceeded its financial limits over a three year period. It was confirmed that misstatements had been adjusted and were not material. This is the first time the Health Board had not broken even for a number of years and was a difficult position for the Board to find itself in. An easy read of the Annual Report and Accounts will be made available online prior to the Annual General Meeting in September.

The Interim Chief Executive noted during the period of the report the Health Board had been able to return to the planning arrangements to meet the medium and long term goals of the Health and Care Strategy. The financial challenges faced during the year will continue as recovery from the pandemic continues. Whilst there have been some changes in Board Membership a significant focus has been applied to delivery with examples of changes, innovation and improvements outlined in the report. Thanks were expressed to the Finance, Performance,

Workforce and Corporate teams for their work producing and collating the reports within the timescales required.

Independent Members sought assurance by asking the following questions.

What are the challenges and responsibilities for a Health Board as commissioners and providers?

The Interim Chief Executive confirmed that there is a strong focus on provider performance for the services delivered directly in Powys. In terms of planned and urgent care being an example, the health Board compares well against Wales, but patients continue to wait longer for treatment commissioned from other health providers both in England and Wales. There are some particularly challenged specialties like orthopaedics, where patients continue to wait longer for treatment. The Health Board is looking to deliver as much as possible locally and to work with other Health Boards to reduce waiting times.

Letter of Representation

The Director of Finance, Information Services and IT / Deputy Chief Executive outlined the requirement of the organisation to submit a Letter of Representation to the Auditor General for Wales based on a template provided by Audit Wales colleagues. The Audit, Risk and Assurance Committee had recommended this for approval.

The Board:

- APPROVED the Annual Report and Accounts 2022-23 in readiness for submission to Audit Wales and Welsh Government; and
- APPROVED the Letter of Representation for signing by the Chair and Chief Executive, on behalf of the Board.

The Audit Lead and the Director of Finance, Information Services and IT both expressed thanks to their and each other's teams for the co-operation which had enabled the process to be conducted and concluded smoothly.

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| | <p>The Chair observed that this was the first time for many years the Health Board had breached the duty to breakeven. The Health Board was not complacent. The future looks increasingly challenging, but the duty is taken seriously, and plans are being put in place to meet the duty as expeditiously as possible.</p> |
| <p>PTHB/23/044</p> | <p>WHSSC COCHLEAR IMPLANTS ENGAGEMENT REPORT</p> <p>The Assistant Director of Performance and Commissioning presented the item which provided an outline to the targeted engagement process undertaken regarding Cochlear and Bone Conduction Hearing Implant (BCHI) services for people in South East Wales, South West Wales and South Powys, to present the findings from that process; and to establish the necessary next steps.</p> <p>It was highlighted that a significant amount of consultation and engagement had been undertaken. It was noted that the number of referrals from South Powys who access this service in South Wales is circa five per year and the pathways for patients in north and mid Powys who access services in Betsi Cadwaladr University Health Board or English providers would not be affected.</p> <p>It was highlighted that there are two specialist centres for Cochlear Implant services in South Wales in Cardiff and Bridgend although an urgent temporary service change has meant services are only being provided from Cardiff. It was also noted that there are three centres delivering the Bone Conduction Hearing Implant service. It was noted that there were 201 responses to the engagement, of these five were from organisations and 196 were from individuals.</p> <p>It was noted that a summary and full detail with proposed mitigations are available on page six and nine of the report. There was found to be strong patient voice support for a single hub. Staff engagement would follow. The Welsh Health Specialised Services Committee would then undertake consultation on the preferred location with the existing services continuing in the meantime.</p> <p><i>Independent Members sought assurance by asking the following questions:</i></p> |

What are the waiting times to access this service and mitigation? Will the single point of contact improve waiting times?

The Assistant Director of Performance and Commissioning confirmed that with regards to long waiting times there are mitigations already in place. In relation to the impact, the method of integrating the Health Board's services into the new model will be defined and shared with the Board at the next meeting.

Action: Assistant Director Performance and Commissioning

The Interim Chief Executive advised that, as members of the Welsh Health Specialised Services Committee, the Health Board will ensure the impact of the single hub and outreach service on waiting times will be picked up there.

The Director of Therapies and Health Sciences confirmed that this affected a very small number of patients which were known to the Health Board. The new pathway was unlikely to affect existing services and would become the referral pathway for new patients.

The Regional Director – Llais confirmed that the CHC and Llais had been kept fully informed of the proposed service change.

The Chair expressed gratitude to the Assistant Director Planning and Commissioning for the report.

The Board:

- NOTED the report,
- RECEIVED the outcome of the engagement process,
- NOTED the process that has been enabled both in respect of a) the temporary urgent service change for Cochlear services and b) the requirements against the guidance for changes to NHS services in Wales,
- NOTED and considered the feedback received from patients, staff and stakeholders with respect commissioning intent,
- SUPPORTED the next steps specifically the undertaking of a designated provider process; followed by a period of formal consultation,

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| | <ul style="list-style-type: none"> • NOTED the process that has been enabled to seek patient and stakeholder views in line with the requirements against the guidance for changes to NHS services in Wales; and • NOTED that the WHSSC Joint Committee meeting on 16 May 2023 agreed the preferred commissioning model of a single implantable device hub for both children and adults with an outreach support model. |
| <p>PTHB/23/045</p> | <p>GP BRANCH CLOSURE BELMONT, GILWERN – MITIGATIONS PLAN</p> <p>The Director of Finance, Information Services and IT / Deputy Chief Executive introduced the item which provided an update on the continued development and delivery of the mitigation plan for the closure of Crickhowell Group Practice’s Belmont Branch Surgery in Gilwern, Monmouthshire. It also updated the Board on ongoing liaison and correspondence with Llais in relation to the closure application.</p> <p>The Board had considered an application from Crickhowell Group practice to close their Belmont Branch Surgery premises in Gilwern on 24 May 2023. The application had been approved together with a series of proposed mitigations, recognising that the mitigation plan would be further developed in continued partnership with Aneurin Bevan University Health Board (ABUHB).</p> <p>Following the meeting of the Board, a task and finish group has been established co-chaired by the Health Board’s Director of Finance, Information and IT (as Interim Director for Primary Care) and ABUHB’s Divisional Director of Primary and Community Care. In addition to the 12 mitigation themes identified in the presentation to Board on 24 May 2023, three further mitigation themes have been included in the mitigation plan.</p> <p>It was noted that the Heath Board’s Interim Chief Executive had written to Llais on 27 June 2023 confirming that the Health Board remained content that the process fulfils Section 183 requirements and complies with the previous and new guidance on service change. A full mitigation plan was included in the Board papers (Appendix 1).</p> |

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| | <p>The Regional Director of Llais advised that Llais had been invited to attend the Task and Finish Group working on developing the mitigation plan.</p> <p><i>Independent Members sought assurance by asking the following questions:</i></p> <p><i>During the transition period, are there regular communications with patients?</i></p> <p>The Assistant Director of Communications and Engagement confirmed that communication to patients and other wider stakeholders is a standing item on the agenda for the Task and Finish group and it remains the focus of the work the group is undertaking with a key action being agreeing what the next message to be communicated is. A formal letter had been anticipated to be sent now but this will be deferred to include greater detail on the mitigations and range of services available and thus an interim message would be sent.</p> <p><i>Have you noticed any patients moving from the current practice to a closer one?</i></p> <p>The Assistant Director of Communications and Engagement advised that in respect patient movement to neighbouring practices in Aneurin Bevan, four neighbouring practices have been identified with approximately 100 patients looking to re-register. It is not possible to differentiate this from normal practice change in the population. This is monitored by the Task and Finish group and no significant concerns or issues have been identified. Aneurin Bevan has measures that can be put in place should this become an issue.</p> <p>The Board:</p> <ul style="list-style-type: none"> a) RECEIVED and NOTED the update on the mitigation plan and take ASSURANCE in relation to the progress being made on the further development and delivery of the mitigation plan. b) RECEIVED and NOTED the correspondence with Llais in relation to the closure application. |
| PTHB/23/046 | WELSH LANGUAGE ANNUAL REPORT |

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| | <p>The Director of Workforce and OD 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 2022-23. The report also highlighted the Health Board’s intentions for the future to build upon the work already undertaken.</p> <p>The Chair of the Workforce and Culture Committee welcomed the progress made in meeting the Welsh Language Standards noting there was more work to be done.</p> <p>The Chair expressed thanks to the Welsh Language Team for their hard work.</p> <p>The Board APPROVED the Welsh Language Annual Report for publication on the Health Board’s website.</p> |
| <p>PTHB/23/047</p> | <p>EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT</p> <p>The Director of Workforce and OD 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 2022-23.</p> <p>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>It was noted that the report for the first time is reporting progress against the Anti-Racism Wales Action Plan which was recently approved by the Board. The report captures the work of last year, but also gives an indication of priorities for the current financial year which includes the development of a Strategic Equality Plan.</p> <p>It was noted that, when approved, it will be translated and an easy read format published on the internet. It was noted that The Workforce and Culture Committee considered the report at its meeting on the 11 July 2023 and confirmed its recommendation for the Board to be presented to the Board for approval.</p> <p>The Board APPROVED the Equality Annual Report for publication on the Health Board’s website.</p> |

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| <p>PTHB/23/048</p> | <p>MAJOR INCIDENTS AND EMERGENCY RESPONSE PLAN AND CORPORATE BUSINESS CONTINUITY PLAN</p> <p>The Director of Public Health presented the report which sought approval from the Board on the revised PTHB Major Incident and Emergency Response Plan. The Board was also invited to receive and take assurance from the revised PTHB Corporate Business Continuity Plan.</p> <p>It was noted that the plans will be shared both internally and with the Welsh Government Health Emergency Planning Advisor. Both reports had been considered at the Executive Committee.</p> <p>The Board:</p> <ul style="list-style-type: none"> • APPROVED the revised Major Incident and Emergency Response Plan. • RECEIVED the revised Corporate Business Continuity Plan for the purpose of assurance. |
| <p>PTHB/23/049</p> | <p>DIGITAL STRATEGIC FRAMEWORK</p> <p>The Director of Finance, Information Services and IT / Deputy Chief Executive introduced the item which outlined the key actions and engagement process to support the development of the Framework and a recommendation that performance against delivery of the framework is reported annually to Board via the Delivery and Performance Committee.</p> <p>It was noted that the Digital Strategic framework is a first for the Health Board and is an important stage in the Powys Digital Journey. The Digital Strategic Framework has been completed following a series of engagement workshops, user surveys, clinical cooperation and feedback, independent reviews, national Service Management Boards and crucially input from front line staff. The framework builds on the efforts made to date to create a 'Digital First' clinically led approach and has been considered at Executive Committee, both informally and formally, Board Development sessions in Oct 2022 and June 2023, and shared with Digital and Clinical Peers in NHS Wales for review.</p> <p>The Director of Finance, Information Services and IT / Deputy Chief Executive noted that attention to the</p> |

challenges of technology in Powys had been highlighted during the staff story.

The Assistant Director of Digital Transformation and Informatics gave a presentation outlining the vision and ambition, a current assessment of digital capability, and the road map to stabilise, develop and transform.

Independent Members sought assurance by asking the following questions:

The Framework is welcomed, not least as Board heard earlier from the Ward Manager how IT problems presented challenges. How will Board be assured of progress of this programme?

Practitioners and clinicians have encountered cross-border issues when exchanging information. Will programme reporting include an update on this issue?

The Director of Finance, Information and IT advised this is an area that has been escalated for some time and work is underway with Digital Health and Care Wales to improve this.

The Director of Finance, Information and IT confirmed that in support of the framework, there would be an Annual Delivery Plan, with a readiness assessment document and a targeted operating model, with 16 programmes of work which fit under the five key themes. Appropriate reporting arrangements to Executive Committee, Delivery and Performance Committee and Board will be put in place.

What are the arrangements for oversight and monitoring this strategic programme rather than individual projects?

The Director of Finance, Information and IT confirmed appropriate arrangements would be put in place in consultation with the Director of Corporate Governance.

Action: Director of Finance, Information and IT and Director of Corporate Governance

The digital world is changing rapidly, how do we reflect on that speed of change and ensure all our projects are up to date and timely?

The Assistant Director of Digital Transformation and Informatics advised that the team was working closely

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| | <p>with the Innovation hub looking for opportunities to test advances in technology such as HoloLens technology in the Health and Care Academy.</p> <p><i>Infrastructure is a big issue for the organisation as a whole and Powys as a county. What alliances can be formed outside the Health Board to drive government investments in infrastructure to support this work?</i></p> <p>The Director of Finance, Information Services and IT / Deputy Chief Executive advised that the need to improve infrastructure in Powys has been recognised and raised with Welsh Government and other partners to collectively improve connectivity across Powys. This will be referenced as priority in the reporting arrangements.</p> <p><i>What arrangements are in place for securing Business Continuity with the increasing use of digital solutions?</i></p> <p>The Assistant Director of Digital Transformation and Informatics advised that this was an area of increasing complexity and Digital Support was being strengthened to ensure the correct arrangements were in place to ensure business continuity.</p> <p><i>Given the increasing threat of cyber security can assurance be given that old, unpatched devices are not in use?</i></p> <p>The Assistant Director of Digital Transformation and Informatics advised that an audit of all operating systems have been undertaken to ensure there are no unpatched devices connected to the system. Some stand-alone devices sandboxed from the system are in use.</p> <p>The Board:</p> <ul style="list-style-type: none"> • APPROVED the Powys Teaching Health Board Digital Strategic Framework NOTED the next steps and reporting and assurance arrangements. |
| <p>PTHB/23/050</p> | <p>DIRECTOR OF CORPORATE GOVERNANCE REPORT</p> <p>The Director of Corporate Governance presented the item which required approval of the following items:</p> <ul style="list-style-type: none"> • Revised scheme of delegation (in relation to the Portfolio for Planning); and |

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| | <ul style="list-style-type: none"> • Board work programme to March 2024 and Executive work programme (on a quarterly basis due to frequency of meetings). <p>The following items required ratification:</p> <ul style="list-style-type: none"> • Application of the Common Seal on 7 occasions since 1 April 2023 signed by the Chief Executive and either the Chair or Vice-Chair in accordance with Standing Orders; and • Chair’s Action for approval of the Powys Public Service Board Wellbeing Plan <p>The Register of Interests for the Powys Teaching Health Board was received.</p> <p>The Board:</p> <ol style="list-style-type: none"> 1. APPROVED the revised Scheme of Delegation (in relation to Executive Directors, Other Directors and Officers) – Appendix A; 2. APPROVED the Board and Executive Committee work programmes for the remainder of 2023/24 – Appendices B and Ci,ii,iii; 3. RATIFIED the application of the Common Seal applied on 7 occasions since 1 April 2023 and received ASSURANCE that the action was taken in accordance with Section 9 of the Standing Orders; 4. RATIFIED the Chair’s Action taken on the 2 June 2023 to approve the Powys Public Services Board Wellbeing Plan – Appendix D; and take ASSURANCE that the action was taken in accordance with Section 2.1 of the Standing Orders; 5. RECEIVED the contents of Register of Interests for PTHB Board Members at 26 June 2023 (Appendix E) and take ASSURANCE that the Audit, Risk and Assurance Committee has taken its own assurance that the organisation has appropriate processes to support the collection, management and reporting of declarations of interest, in line with the Standards of Behaviour Policy. |
| PTHB/23/051 | MINUTES OF PREVIOUS MEETING: 24 MAY 2023(FOR APPROVAL) |

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| | The minutes of the meeting held on 24 May 2023 were APPROVED as a true and accurate record. |
| PTHB/23/052 | <p>BOARD ACTION LOG</p> <p>The Board RECEIVED and DISCUSSED the Action Log.</p> |
| ITEMS FOR BOARD ASSURANCE | |
| PTHB/23/053 | <p>INTEGRATED PERFORMANCE REPORT</p> <ul style="list-style-type: none"> • 2023/24 Month 02 <p>The Assistant Director of Performance and Commissioning presented the item which provided an update on the latest available performance position for Powys Teaching Health Board against NHS Wales Performance Framework up until the end of May 2023 (month 2). It was noted that measures reported in the new format are either Exceptions or Escalations as per Health Board Improving Performance Framework business rules for reporting. The report is reporting against the 2022/23 Reporting Framework and the following matters were highlighted for the Board’s attention:</p> <ul style="list-style-type: none"> • key performance challenges remain across planned and unscheduled care access. • waiting times were a particular issue in both provider and commissioned service. Provider services are reliant on in-reach support and whilst waiting times in England have improved this has not been the case in Wales. • Progress has been made against 5 of the 9 Ministerial Priorities and where progress has been identified as an issue this is treated as an escalated matter. • The 2023-34 Performance Measures have been published and there has been a reduction in measures to 53. The next Integrated Performance Report will report on these measures. <p>The Chief Executive noted that good progress has been recorded against the performance trajectories, but further improvement was needed to avoid triggering further reporting requirements from Welsh Government. It would be necessary to focus on exceptions where the Health Board was struggling to meet the Ministerial Priorities. The Health Board is still waiting for a decision regarding the</p> |

£50m planned care recovery funding. The Health Board's submitted Integrated Plan was on the basis of receiving £2.8m of this fund.

Independent Members sought assurance by asking the following questions:

Can you provide an indication of which performance indicators have changed for 2023/24?

The Director of Performance and Commissioning confirmed that the July report contained information against the 2022/23 measures (84 measures of which 8 were operational and 9 qualitative). For the 2023/24 Framework 46 measures had been retired, there were 21 new measures, along with 11 qualitative measures.

Are those measures significantly different from what we were reporting on previously? Are there new areas we have not been scrutinising?

The Director of Performance and Commissioning confirmed that it was a mixture of both old and new measures. A summary of the changes in measures from 2022/23 to 2023/24 would be made available to the Delivery and Performance Committee.

Action: Director of Planning, Performance and Commissioning

How serious is the issue of staffing and staff capacity in relation to the performance report?

The workforce is a key area in the Integrated Performance Framework, and commissioned service providers are experiencing capacity issues now and forecasting more capacity issues in the future.

How often do we speak with Welsh Government about these issues and the actions that can be taken to support staffing across the NHS?

The Interim Director of Operations confirmed that culture comes closely behind capacity as the leading cause of some performance challenges. For example, it is important to get people home from hospital. There is a capacity issue with staffing numbers in health and social care but there is a cultural issue where there is a need to focus on rehabilitation rather than simply care.

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| | <p>The Director of Workforce and OD confirmed that Welsh Government published a Workforce Implementation Plan earlier this year, and HEIW had published a Workforce Strategy for Health and Social Care. Recruitment and retention are a national issue. There have been some recruitment achievements, including the 36 subsidised places from HEIW for aspiring nurses and the third cohort of overseas nurses that will help stabilise the workforce in Llandrindod Wells.</p> <p><i>What assurance can the Executive team provide that those areas which are amber or red will move to green?</i></p> <p>The Chief Executive advised that the performance reporting had been strengthened so an overall picture could be ascertained. Deputy and Assistant Directors were fully aware of the position and the contributions necessary from their teams. The Executive Team were open with staff side partners in the Local Partnership Forum and across the board the expectations of Welsh Government were reinforced.</p> <p>The Board:</p> <ul style="list-style-type: none"> • DISCUSSED and NOTED the content of this report. • Took ASSURANCE that the Health Board has appropriate systems in place to monitor performance and respond to relevant issues. |
| <p>PTHB/23/054</p> | <p>FINANCIAL PERFORMANCE</p> <ul style="list-style-type: none"> • 2023/24 month 03 <p>The Director of Finance, Information Services and IT / Deputy Chief Executive presented the report which provided an update of the June 2023 (Month 03) Financial Position, including progress with savings delivery. The following matters were highlighted for the Board’s attention:</p> <ul style="list-style-type: none"> • As of month 3, there is a £8.398m overspend against the planned deficit of £8.369m giving the Health Board an operational overspend of £0.029m |

- The year end forecast is in line with the submitted plan at £33.474m. The capital resource limit for 2023/24 is £2.1m. To date £0.4m has been spent.
- Budget pressures include an overspend in primary care prescribing and agency spend.
- The report includes detail regarding the costs associated with Delayed Transfers of Care (£917k to date relating to 1,555 days of delayed discharge)
- Continuing Health Care is within budget, but total costs have virtually doubled since 2019/20.
- £2.3m Green schemes have been identified to date. £4.7m Amber schemes have also been identified, with a further £1.9m Red pipeline schemes.

Independent Members sought assurance by asking the following questions:

In relation to the emerging overspend on primary care prescribing, are we seeing more items being prescribed, or is it as a result of current inflation in the pharmaceuticals market or known supply chain issues?

The Director of Finance, Information Services and IT / Deputy Chief Executive confirmed that in relation to the prescribing position, there is always a delay in the information received, with the data obtained always a month or two behind. This will be an area of scrutiny and the team are working with the Chief Pharmacist. Information will be brought back to Delivery and Performance Committee.

Action: Director of Finance, Information Service and IT

The Interim Chief Executive confirmed that there were national trends in antimicrobial prescribing which were driving up costs. Work is underway nationally on prescribing trends.

Is comparing agency spend with all Wales levels a valid comparison?

The Director of Finance, Information Services and IT confirmed agency spend is a national benchmark carried out by the NHS Executive and used to compare the Health

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| | <p>Boards in Wales. Previously the Health Board has performed well against this benchmark.</p> <p>The Director of Workforce and OD advised that in comparison with Aneurin Bevan the Health Board has a much larger use of off-contract agencies than on-contract agencies. Whilst 50 people have been recruited as Bank staff, the success of this project will be the number of shifts that are taken up. Bank staff will be able to access their pay on a weekly basis via Wage Stream which, it is hoped, will encourage take up. It would be necessary to have an all-Wales agreement to stop off-contract agency employment.</p> <p><i>The savings programme is underperforming by £71k. Is this recoverable?</i></p> <p>The Director of Finance, Information Services and IT advised this was recoverable, but it was most important to change the amber and red schemes to green.</p> <p>The Interim Chief Executive advised that considerable attention was being given to the financial position. The frequency of the Delivery and Performance Committee had increased to bi-monthly, and the Executive Committee regularly consider the matter. It will be challenging to deliver the agreed plan. All Health Boards are facing deficit positions and it is expected that Welsh Government will increase monitoring arrangements. The Health Board is treating the financial position as an escalated matter.</p> <p>The Board:</p> <ul style="list-style-type: none"> • DISCUSSED and NOTED the Month 03 2023/24 financial position. • DISCUSSED and NOTED the 2023/24 financial forecast deficit position. |
| <p>PTHB/23/055</p> | <p>NURSE STAFFING LEVELS (WALES)ACT ASSURANCE REPORT- INCLUDING STAFFING IN COMMISSIONED SERVICES</p> |

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| | <p>The Director of Nursing and Midwifery presented the report which provided an annual update to the Board of the work, actions, and processes in place to ensure that Powys Teaching Health Board commissioned services comply with the requirements of the Nurse Staffing Levels (Wales) Act 2016, in providing sufficient time to allow nurses time to care for patients sensitively in the individual provider organisations.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>From a professional perspective has anything been noticed around staffing levels in commissioned services?</i></p> <p>The Director of Nursing and Midwifery noted that nothing specific has been seen but nursing vacancies are high across Wales.</p> <p>The Board:</p> <ul style="list-style-type: none"> • RECEIVED the annual report in relation to Health Board commissioned services in relation to the Nurse Staffing Levels (Wales) Act 2016. • Took ASSURANCE that the Health Board meets its requirements in relation to the Act. |
| <p>PTHB/23/056</p> | <p>CIVIL CONTINGENCIES ANNUAL REPORT</p> <p>The Director of Public Health presented the report which provided an account of the key resilience activities undertaken between 1 April 2022 to the 31 March 2023, and set out the Health Board’s civil contingencies planning priorities for 2023/2024.</p> <p>Independent Members sought assurance by asking the following questions:</p> <p><i>Do you feel the organisation is in a stronger place and better prepared?</i></p> |

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| | <p>The Director of Public Health stated that as the Health Board and partners come out of the emergency phase of the pandemic whilst challenges remain, there has been an increasing awareness of emergency planning. It will be necessary to take any lessons learned from the Pandemic Inquiry and update emergency planning arrangements accordingly.</p> <p>The Board:</p> <ul style="list-style-type: none"> • RECEIVED the attached Civil Contingencies Annual Report for 2022/23. • Took ASSURANCE from the report in relation to the Health Boards role as a Category One responder. • NOTED the Health Boards civil contingencies planning priorities for 2023/2024. |
| <p>PTHB/23/057</p> | <p>CORPORATE RISK REPORT</p> <p>The Director of Corporate Governance presented the item which provided the Board with an update in relation to the development of the revised Corporate Risk Register. This is being refreshed to ensure it is an accurate reflection of the organisation’s current strategic risks and is aligned to the Integrated Medium-Term Plan 2022-26 as approved by the Board in March 2023 (and supplementary information in May 2023).</p> <p>The review was being led by the Director of Corporate Governance, in collaboration with Executive Leads (Senior Risk Owners). It was also highlighted that, as a result of a substantial programme of engagement with Executives and the wider Board, twelve emerging themes have been identified, some of which were already contained within the Risk Register or other reports such as the Major Incidents and Emergency Response Plan.</p> <p><i>Cyber security noted within the 12 themes, but should this be widened to include Infrastructure?</i></p> <p>The Director of Corporate Governance confirmed this would be discussed with the Risk Owner and that it may be the case that it was already contained within the Directorate Risk Register.</p> <p>The Board:</p> |

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| | <ul style="list-style-type: none"> • NOTED that the April 2023 version of the Corporate Risk Register has been divided into Committee Risk Registers and considered by the appropriate Committee since the last meeting of the Board. • NOTED the approach to the refresh of the CRR and the progress made to date. • NOTED the progress made in relation to the provision of assurance to the Board in relation to Corporate Risks. |
| <p>PTHB/23/058</p> | <p>ASSURANCE REPORTS</p> <ul style="list-style-type: none"> • BOARD’S PARTNERSHIP ARRANGEMENTS <p>Reports from the NWSSPC held on 18 May 2023 and the Powys PSB held on 6 June 2023 were RECEIVED.</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) held on 18 May 2023. • Powys Public Services Board (PSB) held on 6 June 2023. • Regional Partnership Board (RPB) held on 28 June 2023; and • Joint Partnership Board (JPB) held on 30 June 2023. <p>The Board RECEIVED and NOTED the updates provided.</p> <ul style="list-style-type: none"> • JOINT COMMITTEES <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"> • Welsh Health Specialised Services Committee (WHSSC) held on 16 May 2023; and • Emergency Ambulance Service Committee (EASC) held on 16 May 2023. <p>The Board NOTED the report.</p> |

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| <p>PTHB/23/059</p> | <p>REPORTS OF THE BOARD’S LOCAL PARTNERSHIP FORUM</p> <p>The Director of Workforce and OD presented the item that provided an update to the Board in respect of matters discussed and agreed at the recent Local Partnership Board meeting on 13 July 2023. The meeting had considered the following items:</p> <ul style="list-style-type: none"> • Financial performance including financial recovery from a staff side perspective. • The Integrated Plan with a focus on workforce elements. • A briefing on the Digital Strategic Framework. • A briefing on the Accelerated Sustainable Model; and • Discussion on topic specific development sessions. <p>The Board RECEIVED and NOTED the updates contained in this report in respect of the matters discussed and agreed at recent partnership board meetings.</p> |
| <p>PTHB/23/060</p> | <p>REPORT OF THE CHIEF OFFICER OF LLAIS</p> <p>The Regional Director of Llais presented her report to the Board, which outlined the development of a pilot project to test out proposals to focus on one locality for engagement for one month. The pilot was carried out in Welshpool and Montgomery locality during June 2023. Feedback in relation to the report would be shared with colleagues in the Health Board. The next area to have a focused approach would be Ystradgynlais.</p> |
| <p>OTHER MATTERS</p> | |
| <p>PTHB/23/061</p> | <p>ANY OTHER URGENT BUSINESS</p> <p>No other urgent business was raised.</p> |
| <p>PTHB/23/062</p> | <p>DATE OF THE NEXT MEETING:</p> <p>27 September 2023, via Microsoft Teams</p> |
| <p>PTHB IC/23/063</p> | <p>The following motion was passed:</p> <p><i>Representatives of the press and other members of the public shall be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest.</i></p> |

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| Present Carl Cooper | Chair |
| Hayley Thomas Kirsty Williams Jennifer Owen Adams Cathie Poynton Ian Phillips Rhoert Lewis Simon Wright Chris Walsh Ronnie Alexander Mark Taylor Pete Hoppood Claire Roche Mererid Bowley Stephen Powell Kate Wright Claire Madsen Debra Wood Lawson Joy Garfitt | Interim Chief Executive Vice Chair Independent Member (Third Sector) Independent Member (Trade Union) Independent Member (ICT) Independent Member (General) Independent Member (University) Independent Member (Local Authority) Independent Member (General) Independent Member (Capital & Estates) Director of Finance, Information and IT Director of Nursing & Midwifery Director of Public Health Interim Director of Performance & Commissioning Medical Director Director of Therapies & Health Sciences Interim Director of Workforce, OD & Support Services Interim Director of Operations, Community Care and MH |
| In Attendance Helen Bushell Liz Patterson | Director of Corporate Governance Interim Head of Corporate Governance |
| Apologies for absence Mark Taylor Ronnie Alexander Stephen Powell Kate Wright | Independent Member (Capital and Estates) Independent Member (General) Interim Director of Planning, Performance & Commissioning Medical Director |
| PRELIMINARY MATTERS | |
| PTHB IC/23/64 | WELCOME AND APOLOGIES FOR ABSENCE The Chair welcomed all participants to the meeting. Apologies for absence were received as recorded above. |
| PTHB IC/23/65 | DECLARATION OF INTEREST Independent Member Chris Walsh declared an interest in Item 5.3 Dispute Resolution Update as he is a County |

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| | <p>Councillor who sits on the Health Scrutiny Committee of the Council.</p> <p>The Director of Corporate Governance advised that the item was to note and there was no need to leave the meeting or abstain from taking part.</p> |
| ITEMS OR APPROVAL, DECISION OR RATIFICATION | |
| PTHB IC/23/66 | <p>CHIEF EXECUTIVE BRIEFING</p> <p>Rationale for item being held in private: matter subject to legal professional privilege, and confidential information relating to the financial and business affairs of the organisation.</p> <p>The Chief Executive gave Board Members a briefing on Alternative Dispute Resolution and Scenario Planning.</p> |
| PTHB IC/23/67 | <p>IN-COMMITTEE REPORTS FROM BOARD COMMITTEES</p> <ul style="list-style-type: none"> • PATIENT EXPERIENCE, QUALITY AND SAFETY COMMITTEE (PEQs) <p>Rationale for item being held in private: Information relating to initial findings of an internal review that was currently being finalised and would be made public in the future.</p> <p>The Chair of the Patient Experience, Quality and Safety Committee advised that the Committee gave a report to Board on a matter considered at the In-Committee meeting of the Patient Experience, Quality and Safety Committee.</p> |
| PTHB IC/23/68 | <p>LABORATORY INFORMATION NETWORK CYMRU (LINC)</p> <p>Rationale for item being held in private: commercial in confidence.</p> <p>The Board is asked to APPROVE the variation to the current Laboratory Information Management System (LIMS) agreement and accept the associated risks.</p> |
| PTHB IC/23/69 | <p>MINUTES FROM THE IN-COMMITTEE MEETINGS HELD ON 18 MAY 2023, 24 MAY 2023 AND 26 JUNE 2023</p> |

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| | <p>The minutes of the In-Committee meetings held on the 18 May 2023, 24 May 2023 and 26 June 2023 were agreed as a true record.</p> |
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