

# Health Board Meeting

Thu 26 November 2020, 10:00 - 13:00

Live Event Via Microsoft Teams



## Agenda

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10:00 - 10:00  
0 min

### 1. Preliminary Matters

*Information*          *Marcus Longley*

#### 1.1. Welcome & Introductions

*Information*          *Marcus Longley*

#### 1.2. Apologies for Absence

*Information*          *Marcus Longley*

#### 1.3. Declarations of Interest

*Information*          *Marcus Longley*

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10:00 - 10:00  
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### 2. CONSENT AGENDA

#### 2.1. FOR APPROVAL

##### 2.1.1. Unconfirmed Minutes of the meeting held on 29 October 2020

*Decision*          *Marcus Longley*

For approval

 2.1.1 Unconfirmed Mins UHB 29 October 2020 UHB 26 November 2020.pdf (12 pages)

##### 2.1.2. Audit & Risk Committee Annual Report 2019/2020

*Decision*          *Georgina Galletly*

For approval

 2.1.2a Audit Committee Annual Report 20192020 UHB 26 November 2020.pdf (3 pages)

 2.1.2b Appendix 1 Audit Committee Annual Report 2019 2020 UHB 26 November 2020.pdf (29 pages)

##### 2.1.3. Quality & Safety Committee Annual Report 2019/2020

*Decision*          *Georgina Galletly*

For approval

- 📄 2.1.3a Quality & Safety Committee Annual Report 2019 2020 UHB 26 November 2020.pdf (3 pages)
- 📄 2.1.3b Appendix 1 Quality Safety Committee Annual Report 2019 2020 UHB 26 November 2020.pdf (11 pages)

#### **2.1.4.**

### **Amendment to Standards of Behaviour Framework Policy – Gifts, Hospitality and Sponsorship Form**

*Decision*                      *Georgina Galletly*

For approval

Questions Raised by Independent Members

**Question:** Page 4 Recommendation 5.1 first bullet point refers to being kept under review in light of pressures of Covid 19 and donations as a result of these. Question: We are already seeing donations across CTM via the NHS wish list can you confirm that staff will not be placed any undue pressures to declare at this time due to the response to Covid-19?

**Answer:** The intention of this report is that we are reinstating the requirement for declarations and introducing a new form for ease of completion online. The timing of this report was prior to the second surge in infections, therefore, please be assured that in relation to donations received in relation to Covid-19 the position will continue to be eased in order to not place undue pressures on the service at this time whilst responding to the pandemic.

- 📄 2.1.4a Amendment to the SBFP - Declarations of Gifts Hospitality Sponsorship v.....pdf (4 pages)
- 📄 2.1.4b Appendix 1a - Amendment to the SBFP - Cwm Taf Morgannwg University Health....pdf (2 pages)
- 📄 2.1.4c Appendix 1b - Amendment to the SBFP - Current GHS Form.pdf (1 pages)

#### **2.1.5.**

### **Board Cycle of Business**

*Decision*                      *Georgina Galletly*

For approval

- 📄 2.1.5a Board Cycle of Business - Cover Paper GG (1) UHB 26 November 2020.pdf (3 pages)
- 📄 2.1.5b App 1 Board Cycle of Business - 17.11.20 UHB 26 November 2020.pdf (7 pages)
- 📄 2.1.5c App 2 - Key Meeting Dates 2021 UHB 26 November 2020.pdf (2 pages)

#### **2.1.6.**

### **Amendment to Standing Orders**

*Decision*                      *Georgina Galletly*

For approval

- 📄 2.1.6a CTMUHB Amendment to SO - TOR RATS UHB 26 November 2020.pdf (3 pages)
- 📄 2.1.6b Appendix 1. FOR APPROVAL - Amendment to SO - RATS TOR -v5. UHB 26 November 2020.pdf (9 pages)
- 📄 2.1.6c Appendix 2 - LPF Advisory Group ToR & Operating Arrangements.pdf (9 pages)
- 📄 2.1.6d Appendix 3 Quality & Safety Committee ToR UHB 26 November 2020.pdf (11 pages)

## **2.2.**

### **FOR NOTING**

#### **2.2.1.**

### **Action Log**

*Information*                      *Marcus Longley*

- 📄 2.2.1 Action Log UHB 26 November 2020.pdf (3 pages)

#### **2.2.2.**

### **Chairs Report & Affixing of the Common Seal**

*Information*                      *Marcus Longley*

- 📄 2.2.2 Chair's Report UHB 26 November 2020 Final.pdf (7 pages)

#### **2.2.3.**

### **Chief Executives Report**

*Information Paul Mears*

 2.2.3 CEO Update Report Nov 20 final UHB 26 November 2020.pdf (6 pages)

**2.2.4.  
Audit & Risk Committee Highlight Report**

*Information Paul Griffiths*

 2.2.4 Audit Risk Committee Highlight Report 19 October 2020 UHB 26 November 2020.pdf (4 pages)

**2.2.5.  
Digital & Data Committee Highlight Report**

*Information Ian Wells*

 2.2.5 Digital Data Committee Highlight Report 24.9.20 UHB 26 November 2020.pdf (3 pages)

**2.2.6.  
Remuneration & Terms of Service Committee Highlight Report**

*Information Marcus Longley*

 2.2.6 RATS Highlight Report UHB 26 November 2020.pdf (2 pages)

**2.2.7.  
Joint Executive Group (Bridgend Boundary Change) Committee Highlight Report**

*Information Paul Mears*

 2.2.7 Highlight Report JEG UHB 26 November 2020.pdf (3 pages)

**2.2.8.  
Planning, Performance & Finance Committee Highlight Report**

*Information Mel jehu*

 2.2.8 PPFC Highlight Report 20 October 2020 UHB 26 November 2020.pdf (3 pages)

**2.2.9.  
Mental Health Act Monitoring Committee Highlight Report**

*Information Maria Thomas*

 2.2.9 MHAMC Highlight Report 4.11.20 UHB 26 November 2020.pdf (3 pages)

**2.2.10.  
Stakeholder Reference Group Highlight Report**

*Information Sharon Richards*

 2.2.10 SRG Committee Highlight Report UHB 26 November 2020.pdf (4 pages)

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10:00 - 10:00  
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**3.  
MAIN AGENDA**

**3.1.  
Matters Arising not considered within the Action Log**

*Discussion Marcus Longley*

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10:00 - 10:00  
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## 4. CO-CREATE WITH STAFF AND PARTNERS A LEARNING AND GROWING CULTURE

### 4.1.

#### Shared Listening & Learning - Patient Experience Story

*Information*

*Greg Dix*

10:00 - 10:00  
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## 5. WORK WITH COMMUNITIES AND PARTNERS TO REDUCE INEQUALITY, PROMOTE WELL-BEING AND PREVENT ILL HEALTH

### 5.1.

#### Covid-19 Update

*Discussion*

*Kelechi Nnoaham*

 5.1 COVID-19 Update for CTMUHB Board UHB 26 November 2020.pptx (26 pages)

### 5.2.

#### Regional Partnerships Board Winter Planning & Preparedness Plan

*Discussion*

*Alan Lawrie*

For approval

Questions Raised by Independent Members

**Comment** - 5.2.b Pleased to see that the 3rd Sector are playing an important part in delivery of the plan

**Question:** 5.2b page 23 point 15 Care Homes - Has the regional action plan been developed?

**Answer:** Yes a regional action plan has been developed on care homes

 5.2a RPB Winter Protect Plan UHB 26 November 2020.pdf (5 pages)

 5.2b Appendix 1 Winter-protection-plan-2020-2021 UHB 26 November 2020.pdf (31 pages)

10:00 - 10:00  
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## 6. PROVIDE HIGH QUALITY, EVIDENCE BASED AND ACCESSIBLE CARE

### 6.1.

#### Maternity Services Update

*Discussion*

*Greg Dix*

To note for assurance

Questions Raised by Independent Members

**Question:** 6.1a Pages 10/11: Communication issues relating to Maternity and Gynaecology in the period 1 April - 30 June represented approximately 30% of all formal concerns 'closed'. How many of the 17 formal concerns which have yet to be closed relate to communication. Could you provide some indication of the specific communication issues that are causing concern and the measures that have been or are being taken to address them.

**Comment: 6.1b** Just to note there was a lengthy discussion around the poor feedback provided to those raising a Datix report at Q&S and I believe there is a plan in place which hopefully will help address this concern

 6.1a Maternity Improvement Position paper UHB 26 November 2020.pdf (15 pages)

 6.1b Appendix 1 Thematic analysis from staff risk governance survey UHB 26 November 2020.pdf (7 pages)

## 6.2.

### Nurse Staffing Levels (Wales) Act Formal Update

*Discussion*                      *Greg Dix*

- 📄 6.2a Nurse Staffing Levels Wales Act Update UHB 26 November 2020.pdf (4 pages)
- 📄 6.2b Appendix A November Annual Presentation of the Nurse Staffing Levels to the Board ver3 UHB 26 November 2020.pdf (6 pages)
- 📄 6.2c Appendix B Summary of Nurse Staffing Levels for §25B wards UHB 26 November 2020.pdf (7 pages)
- 📄 6.2d Appendix C All Reasonable steps UHB 26 November 2020.pdf (2 pages)

## 6.3.

### Safe, Sustainable and Accessible Emergency Medicine and Minor Injury and Illness Services for the People of Rhondda Taf Ely (to include a formal proposal in relation to Paediatrics Services and the Programme of Work)

*Discussion*                      *Lyons Nick*

To note for assurance

Questions Raised by Independent Members

**Question:** P7 Point 3 discusses risks to ED and mitigation. As part of the mitigation will there be a plan to roll out the model as discussed on P4 for RGH to each of our ED's to maintain a safe and sustainable service to all our communities?

**Answer:** The 3 ED clinical leads meet and share best practice in terms of quality improvement and sharing staffing models (recognising that the challenges in different departments are very different)

**Question:** P6 Who are the members of the partnership panel?

**Answer:** The Health Board has appointed 9 panel members with a range of experience in our local communities to include teaching, healthcare, charity volunteers, community forum representatives etc. Details of the expressions of interest are available upon request.

- 📄 6.3 Emergency Medicine and Minor Illness and Injury Services in RTE UHB 26 November 2020.pdf (8 pages)

## 6.4.

### Organisational Risk Register

*Discussion*                      *Cally Hamblyn*

For Approval

Questions Raised by Independent Members

**Question:** 6.4c - Organisational Risk Register - page 9 - Risk 3008 - failure to comply with manual handling training - should this be covered by Health & Safety & Fire sub committee as well?

**Answer:** Thank you. Yes this will also be received by the Health, Safety & Fire Sub Committee and the Organisational Risk Register has been updated in readiness for the review by Management Board in December 2020.

- 📄 6.4a Organisational Risk Register HB 26.11.2020.doc (7 pages)
- 📄 6.4b Appendix 1 - Organisational Risk Register - Risks Rated 15 and Above - HB 26.11.2020.xlsx (16 pages)
- 📄 6.4c Appendix 2 -Organisational Risk Register - Risk Management Improvement Plan - Updated October 2020.docx (2 pages)

## 6.5.

### Impact of the Opening of the Grange University Hospital on Cwm Taf Morgannwg UHB

*Discussion*                      *Clare Williams*

To note for assurance

- 📄 6.5a GUH Opening UHB 26 November 2020.pdf (14 pages)
- 📄 6.5b Appendix 1 Summary Service Model ABUHB UHB 26 November 2020.pdf (2 pages)
- 📄 6.5c Appendix 2 2020-11-11 JP to Paul Mears re GUH flow implications - signed.pdf (2 pages)
- 📄 6.5d Appendix 3 Powys Flows UHB 26 November 2020.pdf (1 pages)

## 6.6.

### Integrated Performance Dashboard

*Discussion*                      *Committee Chairs*

Questions Raised by Independent Members

**Question:** Where performance is particularly poor or is deteriorating significantly do you think there would be any merit in including a brief explanation for the poor performance, the potential risks involved and the measures being taken to address the position (for assurance purposes). Two services, for example, in the latest report would seem to warrant further commentary;

Page 6, Ref 2.20: Cancer Waiting Times - 62 day target for urology

Page 7, Ref 2.26: CAMHS 1(a) compliance

**Answer:** Yes we should be adding in narrative on the solutions as well as the problems.

In relation to Urology - this is an ongoing problem and i will provide a further update at the mtg if required

In relation to CAMHS - we will have a further Demand & Capacity piece of work concluded over the next fortnight, job plans for all clinical staff have been reviewed and more patient facing activity included/ prioritised, waiting list initiatives are underway

**Question:** To provide the Board with a full understanding of service performance, do you think the Board's Performance Report should also include performance data for Specialist Services (commissioned on our behalf by WHSSC) as a matter of routine. Are there any other services whose performance is currently not being reported to the Board through the Dashboard Report.

**Question:** 6.5b P4 Given the current and long term health consequences of childhood obesity, are there any specific plans (apart from the support they get from the health visiting service which will differ depending on their postcode) to work with families and communities to help address the high percentage of those aged 4-5 who are classed as obese/clinically obese within Merthyr Tydfil

**Answer:**

1. As part of the preconception work we are looking to develop a tiered approach to preparing for parenthood and adulthood with a focus on healthy lifestyles /building resilience (will include programmes to promote family nutrition etc)
2. We are reviewing specifically what the School health Nurse approach is in Merthyr- the approach apparently has not changed in recent years so the Senior Nurse is planning to benchmark the same
3. We are planning on developing the youth engagement to date and asking local young people to help co design approaches for the future ( we are working with the Children's Commissioner to progress this )

 6.6a Integrated Performance Dashboard Cover Report for UHB 26 November 2020.pdf (14 pages)

 6.6b Appendix 1 Assessment Dashboard UHB 26 November 2020.pdf (14 pages)

## 6.7.

### Committee Highlight Reports

To note for assurance

#### 6.7.1.

#### People & Culture Committee Highlight Report

*Discussion*                      *Jayne Sadgrove*

To note for assurance

 6.7.1 People & Culture CMT Highlight Report 28.10.20 UHB 26 November 2020.pdf (3 pages)

10:00 - 10:00  
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## 7.

### ENSURE SUSTAINABILITY IN ALL THAT WE DO, ECONOMICALLY, ENVIRONMENTALLY AND SOCIALLY

#### 7.1.

#### Financial Report

*Discussion*                      *Steve Webster*

To note for assurance

 7.1 M7 Finance Report for Full Board - 26th November 2020 - Version 2 FINAL.pdf (37 pages)

## 7.2.

### Brexit Update

*Discussion*          *Clare Williams*

To note for assurance

 7.2 Brexit Update UHB 26 November 2020.pdf (7 pages)

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## 8.

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### FOR INFORMATION / NOTING

#### 8.1.

##### Joint Committee Reports (WHSCC, EASC, NWSSP)

 8.1a WHSSC JC Briefing October UHB 26 November 2020.pdf (2 pages)

 8.1b WHSSC JC Briefing November UHB 26 November 2020.pdf (4 pages)

 8.1c SSPC Assurance Report 17 September 2020 UHB 26 November 2020.pdf (7 pages)

#### 8.2.

##### CTMUHB Ombudsman Report

*Information*          *Greg Dix*

To note for information

 8.2 CTMUHB Ombudsman Report QSC 18 November 2020.pdf (7 pages)

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10:00 - 10:00

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### ANY OTHER BUSINESS

*Discussion*          *Marcus Longley*

Prior Agreement by the Chair Required

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10:00 - 10:00

## 10.

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### DATE AND TIME OF NEXT MEETING

*Information*          *Marcus Longley*

Thursday 28th January 2021.