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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	26 May 2022		Agenda Item	6.3
Report Title	Board Advisory Group Reports			
Report Author	Leah Joseph, Corporate Governance Manager			
Report Sponsor	Hazel Lloyd, Acting Director of Corporate Governance			
Presented by	Hazel Lloyd, Acting Director of Corporate Governance			
Freedom of Information	Open			
Purpose of the Report	The purpose of the report is to provide the board with an update from its advisory groups.			
Key Issues	<p>The board has three advisory groups:</p> <ul style="list-style-type: none"> Stakeholder Reference Group; Health Board Partnership Forum; and Health Professionals' Forum. <p>In-line with standing orders, each Group is required to submit a report to the board summarising the discussions at each meeting. This report covers:</p> <ul style="list-style-type: none"> Health Board Partnership Forum held on 7th April 2022; Health Professionals' Forum held on 10th March 2022 and 7th April 2022. 			
Specific Action Required (please choose one only)	Information	Discussion	Assurance	Approval
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <p>NOTE the discussions of the:</p> <ul style="list-style-type: none"> Health Board Partnership Forum held on 7th April 2022; Health Professionals' Forum – 10th March 2022 and 7th April 2022. <p>NOTE the Stakeholder Reference Group scheduled 23rd March 2022 did not take place, as the meeting was not quorate.</p> <p>NOTE the work to appoint a chair and vice for the SRG.</p>			

Board Advisory Group Reports

1. INTRODUCTION

The purpose of the report is to provide the board with an update from its advisory groups.

2. BACKGROUND

The board has three advisory groups – Stakeholder Reference Group, Health Board Partnership Forum and Health Professionals' Forum. In-line with standing orders, each one is required to submit a report to the board following each meeting and the main issues are highlighted through this report and covers:

- Health Board Partnership Forum held on 7th April 2022;
- Health Professionals' Forum held on 10th March 2022 and 7th April 2022;

3. GOVERNANCE AND RISK ISSUES

While the full summary reports are appended, the following are key issues the groups drew to the board's attention:

(i) Stakeholder Reference Group (SRG) – 23rd March 2022

The meeting scheduled 23rd March 2022 did not go ahead as the meeting was not quorate. The group was without a Chair for the meeting, as the Chair and the Vice Chair have stood-down. Attempts had been made to secure a new Chair and Vice Chair, either from individuals within the group along or an Independent Member, however these were not successful. The next meeting was scheduled for 18th May 2022, however only three elected representatives were present and five members from the Health Board. The election of Chair and Vice Chair had been included on the agenda.

Information has been circulated to the Elected Representative of the SRG to encourage them to put themselves forward for the roles of Chair and Vice Chair however this has been to no avail.

Under the auspices of the Memorandum of Understanding, the Chair can only be nominated from the elected members of the SRG of which there are 13. The appointment of SRG Chair will subject to Board approval and agreement of the Minister for Health and Social Services. The Chair will also become an Associate Member of the Health Board. The Vice Chair will be selected by the SRG members.

(ii) Health Board Partnership Forum – 7th April 2022

A presentation was received focusing on the Health Board's response to providing an appropriate service model for its local population of patients and staff dealing with the ongoing symptoms of Long Covid.

A presentation was received on the ongoing Quality and Safety Governance Review and the outcome of the two workshops arranged to consider best practice, culture and safety and the design of a good quality management system.

Other items discussed included:

Health Board – Thursday, 26th May 2022

- Levels of staff absence for Covid related reasons.
- Work to be undertaken to examine turnover.
- Current levels of COVID-19 infection in the community.

The full report is provided as appendix one.

(iii) Health Professionals' Forum – 10th March 2022 and 7th April 2022

These were the first and second meetings of the Health Professionals Forum following a break instigated by the pandemic, which spanned from 7th February 2020 to 10th March 2022.

A presentation on the Health Board's quality priorities was received. The forum endorsed their support for further promotion, communication and engagement of the quality priorities to the wider health board, community and contracted services to ensure all stakeholders were able to align their service plans. The forum also received a presentation on the 'Living our Values: The Swansea Bay Way'.

Other items received were:

- Health Professionals' Forum Terms of Reference;
- Update on the discussions of the March 2022 board meeting and role of the Health Professionals' Forum within the board;
- Recovery and Sustainability Plan 2022/23 to 2024/25;

The full report is provided as appendix two.

4. FINANCIAL IMPLICATIONS

There are no financial implications, as these are not decision-making forums.

5. RECOMMENDATION

Members are asked to:

- **NOTE** the discussion of the:
 - Stakeholder Reference Group scheduled 23rd March 2022 did not take place as the meeting was not quorate;
 - Health Board Partnership Forum held on 7th April 2022;
 - Health Professionals' Forum held on 10th March 2022 and 7th April 2022.
- **NOTE** the Stakeholder Reference Group scheduled 23rd March 2022 did not take place, as the meeting was not quorate.
- **NOTE** the work to appoint a chair and vice for the SRG.

Governance and Assurance		
Link to Enabling Objectives (please choose)	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input checked="" type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input type="checkbox"/>
	Partnerships for Care	<input checked="" type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
(please choose)	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input type="checkbox"/>
	Effective Care	<input type="checkbox"/>
	Dignified Care	<input type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
The advisory groups, amongst other areas, consider the quality and safety of services from patient and staff perspectives. They also consider the experience of patients and staff. These reports provide assurance to the board that effective scrutiny is taking place to ensure quality, safety, patient and staff experience are of the right level.		
Financial Implications		
There are no financial implications.		
Legal Implications (including equality and diversity assessment)		
There are no legal implications but the health board has a statutory duty to have these advisory groups within its governance structure.		
Staffing Implications		
While there are no staffing implications to the report, there may be staffing issues included in the highlight report from the Health Board Partnership Forum.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
The advisory groups have a strategic focus to their agendas and provide a view on the future plans which will support the delivery of the health board's short, medium and long-term plans.		
Report History	Standing board item.	
Appendices	Appendix 1 - Health Board Partnership Forum key issues report from meeting held on 7 th April 2022. Appendix 2 - Health Professionals' Forum key issues report from meetings held on 10 th March 2022 and 7 th April 2022.	



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Health Board



		Agenda Item	
Health Board 26 th May 2022			
Freedom of Information Status		Open	
Reporting Committee	Health Board Partnership Forum		
Author	Kim Clee -Workforce Manager		
Lead Executive Director (s)	Debbie Eyitayo- Director of Workforce and OD		
Date of meeting	7 th April 2022		
Summary of matters considered by the Health Board Partnership Forum at its meeting on 7 th April 2022.			
<p>A Covid update remains a standing item on the agenda but with other business considered as necessary.</p> <p>Meetings have reverted from monthly to bi-monthly in line with the terms of reference and to reflect the ending of the Covid emergency response. However, the frequency of meetings will remain under review and will be stepped up again should the need arise.</p> <p>1. Covid Update</p> <p>An update was received on the current levels of infection in the community. In addition, it was reported that despite a high infection rate in the community this was not translating into significant numbers of seriously ill patients in our hospitals. The level of infections in the community was expected to reduce over the summer months.</p> <p>It was also reported that the Gold/Silver/Bronze emergency response had been stood down and Covid was now being dealt with in line with the normal day to day running of services. This reflects the lessening of restrictions and the focus of the Health Board on recovery and business as usual.</p> <p>2. Long Covid Response</p> <p>A presentation was received on the Health Board response to providing an appropriate service model for its local population of patients (including health board staff) dealing with the ongoing symptoms of Long Covid.</p> <p>A number of options are available for individuals with Long Covid to help them manage their symptoms. This may be through self-management e.g. via the National NHS Wales COVID recovery app or the SBUHB website, or through direct support/intervention including e.g. Well-being services /In-work support, pulmonary rehabilitation services or virtual group consultations.</p> <p>For our own staff the OH and Wellbeing department provide support and advice via early OH assessments and by means of a range of measures including phased returns, regular reviews with the manager, supporting working from home and flexible working options.</p>			

The Swansea Bay UHB Long Covid clinic was established in November 2020 led by an Occupational Therapist. Swansea Bay UHB is currently the only health board in Wales to offer specific support to staff experiencing the symptoms of Long Covid.

3. Quality Governance Review

A presentation was received on the ongoing Quality and Safety Governance Review and the outcome of the two workshops arranged to consider best practice, culture and safety and the design of a good quality management system. It was reported that a board development workshop was planned for April to consider how to develop a more robust culture of quality and safety.

The next step was to establish working groups to address the outcomes of the workshops and to work at pace to develop an approved quality management system by July 2022. This work would be undertaken in partnership.

4. Workforce Update

An update was received on workforce matters including:

- Levels of staff absence for Covid related reasons.
- Work to be undertaken to examine turnover.

Key risks and issues/matters of concern of which the board needs to be made aware:	
None	
Delegated action by the committee:	
None	
Main sources of information received:	
Oral Updates were received from: Keith Reid Director of Public Health Julian Quirk- Assistant Director of Workforce	
Presentations were received from: Nicola Perry- Gower- Pulmonary Rehabilitation Lead Hazel Powell-Deputy Director of Nursing and Patient Experience	
Highlights from sub-groups reporting into this committee:	
None received	
Matters referred to other committees	
None identified	
Date of next meeting	10 June 2022



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		Agenda Item	
Health Professional Forum			
Freedom of Information Status		Open	
Reporting Committee	Health Board		
Author	Andrew Griffiths, Co-Chair Health Professional Forum		
Lead Executive Director (s)	Christine Morrell, Director of Therapies & Health Sciences		
Date of meetings	10 th March & 7 th April 2022		
Summary of matters considered by the Health Professional Forum (HPF) at its meetings on 10 th March and 7 th April 2022			
<ul style="list-style-type: none">• This was the first and second meeting of the Health Professionals Forum following a break instigated by the pandemic which spanned from 7th February 2020 – March 2022• HPF received & agreed their Terms of Reference• HPF received an update report on the Health Boards Agenda• HPF received an update report on the Recovery & Sustainability Plan 2022/23 – 2024/25• HPF received a highlight report from the Board meeting on 31st March• HPF received a presentation on the health boards Quality Priorities and agreed endorsement and support the programme. The HPF did feedback that they would support further promotion, communication & engagement of the Quality Priorities to the wider health board, community & contracted services to ensure all stakeholders are able to align their service plans & support in the delivery of these quality priorities• HPF received a presentation on the Living our Values: The Swansea Bay Way & endorses & supports programme			
Key risks and issues/matters of concern of which the board needs to be made aware:			
None at this time			
Delegated action by the Forum:			
None			
Main sources of information received:			

Highlights from sub-groups reporting into this Forum:	
N/a	
Matters referred to other committees	
None	
Date of next meeting	09 June 2022



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Highlights from sub-groups reporting into this committee:	
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Matters referred to other committees	
None identified	
Date of next meeting	10 June 2022



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Delegated action by the Forum:			
None			
Main sources of information received:			

Highlights from sub-groups reporting into this Forum:	
N/a	
Matters referred to other committees	
None	
Date of next meeting	09 June 2022