

## Swansea Bay University Health Board

### Unconfirmed

### Minutes of a Special Meeting of the Health Board held on 22nd July 2021 at 12.45pm via Zoom

#### Present

Emma Woollett	Chair
Mark Hackett	Chief Executive
Steve Spill	Vice-Chair
Christine Morrell	Interim Director of Therapies and Health Science
Darren Griffiths	Interim Director of Finance
Maggie Berry	Independent Member
Mark Child	Independent Member
Martyn Waygood	Independent Member
Richard Evans	Executive Medical Director
Siân Harrop-Griffiths	Director of Strategy
Tom Crick	Independent Member
Nuria Zolle	Independent Member

#### In Attendance:

Joanne Abbott-Davies	Assistant Director of Strategy
Matt John	Director of Digital
Mwoyo Makuto	Swansea Bay Community Health Council
Nick Samuels	Interim Director of Communications
Pam Wenger	Director of Corporate Governance
Paul Staurt Davies	Assistant Director of Nursing and Patient Experience
Liz Stauber	Head of Corporate Governance

Minute No.		Action
158/21	<b>WELCOME AND INTRODUCTIONS</b>	
	Emma Woollett welcomed everyone to the special meeting of the Board. Apologies for absence had been received from Christine Williams, Interim Director of Nursing and Patient Experience, Keith Lloyd, Independent Member, Jackie Davies, Independent Member and Reena Owen, Independent Member.	
159/21	<b>DECLARATIONS OF INTEREST</b>	
	There were no declarations of interest.	

160/21	<b>MATTERS ARISING</b>	
	There were no matters arising not otherwise on the agenda.	
161/21	<b>DESIGN, PROCUREMENT, BUILD AND COMMISSIONING ARRANGEMENTS TO ESTABLISH AN AMBULATORY EMERGENCY CARE AND AN ACUTE MEDICAL ASSESSMENT UNIT AT MORRISTON HOSPITAL</b>	
	<p>A report setting out for approval the design, procurement, build and commissioning arrangements to establish an ambulatory emergency care and an acute medical assessment unit at Morriston Hospital was <b>received</b>.</p> <p>In introducing the report, Darren Griffiths highlighted the following points:</p> <ul style="list-style-type: none"> <li>- The proposed change would have a significant positive impact on patient experience, flow and modernisation of facilities;</li> <li>- The unforeseen complexity of the capital work required had led to delayed timescales with completion expected by March 2022 instead of November 2021;</li> <li>- Revisions had been made to the discretionary capital plan to release the £3m required whilst maintaining a financially balanced plan, but a bid would also be submitted to Welsh Government for the monies;</li> <li>- Given the cost of the scheme was more than £1m, Welsh Government approval would be needed;</li> <li>- Mitigating actions would be in place while the work was being undertaken to improve emergency department performance to 80% in quarter two, 84% quarter three and 85% quarter four.</li> </ul> <p>In discussing the report, the following points were raised:</p> <p>Steve Spill sought clarity as to whether the bid to Welsh Government would be for the full £3m or just £880k to cover the schemes deferred to release the funds. Darren Griffiths confirmed that the bid would be for the full amount and should this be received, the original capital plan could be reinstated. He added that it was uncertain as to whether the bid would be successful given capital funds were challenged this year and other organisations were bidding for their own recovery plans.</p> <p>Nuria Zolle sought assurance that consideration was being given to the risk of signing up to long term leases as a way of mitigating the challenging capital position. She added that the total cost of these leases</p>	

	<p>could be much higher than alternative approaches. Darren Griffiths confirmed that this consideration was very much part of current discussions.</p> <p>Nuria Zolle queried the potential impact of a third wave and whether surge capacity would be available if needed. Rab McEwan responded that the third wave was expected to be three/four months of low level admissions and current numbers were below expectations. On this basis, the general acute bed base was sufficient. Creating these ambulatory facilities would provide capacity to turnaround some of the Covid-19 patients either without an admission or with a reduced length of stay, which would help elective and essential surgical services to continue.</p> <p>Nuria Zolle sought assurance that sufficient infrastructure was in place to continue virtual outpatient appointments. Rab McEwan confirmed that it was, adding that there were also a number of alternative options for face-to-face appointments being explored outside of hospital sites.</p> <p>Mark Child noted that the scheme had been revised since it was originally agreed as part of the annual plan and queried if this put the health board at risk of loss of confidence from Welsh Government. Mark Hackett responded that the health board would consult Welsh Government on the proposals following the Board's approval and it would be important to highlight that the work would support the centralisation of acute medical services at Morriston Hospital.</p> <p>Emma Woollett asked that Mark Hackett undertake a review of the schemes within the annual plan which might have capital requirements to provide assurance that appropriate provisions had been made for these and that there were no further delays to schemes set out in the annual plan due to unforeseen capital needs.</p> <p><b>ACTION - review be undertaken of the annual plan schemes to provide assurance that capital requirements had been identified and provisions were in the capital plan. This to be shared with Board by end of July 2021.</b></p>	MH
Resolved	<ul style="list-style-type: none"> <li>- The report be <b>noted</b>;</li> <li>- The establishment of the ambulatory medical assessment unit utilising Enfys Ward and the co-located existing building space at Morrison Hospital be <b>approved</b>;</li> <li>- The changes to the discretionary capital plan to fund this important development be <b>approved</b>;</li> <li>- Mark Hackett to undertake a review of the schemes within the annual plan to provide assurance that capital requirements had</li> </ul>	MH

	been identified and provisions were in the capital plan. This to be shared with Board by end of July 2021.	
162/21	<b>THE ENGAGEMENT AND CONSULTATION PLAN FOR THE ANNUAL PLAN 2021-22</b>	
	<p>A report setting out the engagement and consultation plan for the annual plan 2021-22 for approval was <b>received</b>.</p> <p>In introducing the report, Joanne Abbott-Davies highlighted the following points:</p> <ul style="list-style-type: none"> <li>- The engagement and consultation programme had been branded as 'Changing for the Future';</li> <li>- It set out service changes proposed as part of the annual plan as well as temporary changes made pre and during the pandemic which the health board wanted to make permanent;</li> <li>- The changes would improve urgent and emergency care as well as reduce planned care waiting times;</li> <li>- Hywel Dda University and Powys Teaching health boards had raised concerns that the changes would impact on some of their population. Both health boards had been identified as consultees within the engagement plan and meetings were being arranged for week commencing 26<sup>th</sup> July 2021 to discuss any further engagement activity required. As a result, the engagement plan would be updated;</li> <li>- A formal staff consultation process would be run alongside the public engagement on a service-by-service basis to target those directly affected - this was in-line with the organisational change process. All staff will be encouraged to participate in the engagement process as well;</li> <li>- A mid-term review of the engagement process would be undertaken to ensure there were no gaps to address, which would include the two health boards previously mentioned as well as the community health councils for all three organisations;</li> <li>- Engagement was planned to end on 1<sup>st</sup> October 2021.</li> </ul> <p>In discussing the report, the following points were raised:</p> <p>Mwoyo Makuto advised that Swansea Bay Community Health Council had formally notified the health board it was content with the strategic direction, subject to the feedback received from patients and the public during the engagement. Concerns had been raised by the community</p>	

	<p>health councils and the health boards previously mentioned and it was pleasing to see plans were in place to discuss these further.</p> <p>Martyn Waygood provided comments on the narrative and the format of the engagement document to be taken into consideration for the final version. He also noted that there had been some feedback from members of the community as to difficulties in arranging a same-day blood test and these may be raised as part of the engagement process.</p> <p>In response to a query from Mark Child, Joanne Abbott-Davies confirmed that an equality impact assessment was being completed and would be available alongside the engagement documents.</p> <p>Siân Harrop-Griffiths placed on record her thanks to Joanne Abbott-Davies for her work to progress the engagement following the Board's approval of the annual plan in June 2021.</p>	
<b>Resolved:</b>	<ul style="list-style-type: none"> <li>- The report be <b>noted</b>;</li> <li>- The proposed timeline be <b>endorsed</b>;</li> <li>- The proposed process for engagement be <b>endorsed</b>, subject to any amendments following conversations with Hywel Dda University and Powys Teaching health boards;</li> <li>- The engagement document and summary version be <b>endorsed</b>.</li> </ul>	
<b>163/21</b>	<b>ANY OTHER BUSINESS</b>	
	There was no further business and the meeting was closed.	
<b>164/21</b>	<b>DATE OF NEXT MEETING</b>	
	The date of the next meeting was confirmed as 29 <sup>th</sup> July 2021.	