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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	31st March 2022	Agenda Item	4.1
Report Title	Corporate Governance Report		
Report Author	Leah Joseph, Corporate Governance Officer		
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	To report on corporate governance matters arising since the previous meeting.		
Key Issues	<p>There are a number of corporate governance matters which have to be reported to the board as a regular item in-line with standing orders. This report encompasses all such issues as one agenda item.</p> <p>The Board is asked to receive the updates in relation to :</p> <ul style="list-style-type: none"> • Matters considered In-Committee; • Affixing the Common Seal; • Welsh Health Circulars; • Business Cycle. 		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input checked="" type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> • NOTE the report 		

CORPORATE GOVERNANCE REPORT

1. INTRODUCTION

To report on corporate governance matters arising since the previous meeting.

2. BACKGROUND

There are a number of corporate governance matters, which have to be reported to the board as a regular item in-line with standing orders. This report encompasses all such issues as one agenda item.

3. GOVERNANCE AND RISK ISSUES

(i) Matters Considered In-Committee

In accordance with standing orders, the health board is required to report any decisions made in private session, to the next available public meeting of the board.

The following items were discussed during the in-committee board session in January 2022:

- **Key Issues Report from In-Committee Board Committee meetings** - a report on key issues discussed at recent meetings was received for assurance.
- **Urgent and emergency care pressures** verbal update was provided by Mark Hackett, Chief Executive.
- **Complex Complaint verbal update** was provided by Hazel Lloyd, Acting Director of Corporate Governance.
- **Proposals for the disposal of Trehafod** were presented by Sian Harrop-Griffiths, Director of Strategy.
- **Chair's Actions** – The following six separate actions were received for ratification:
 - Reconfiguration of Enfys Ward
 - Bed Commissioning – Independent Care Home Sector
 - Clinical Negligence Claim 866/466
 - IT Requirements – CDW/Dell
 - Theatre Development – Singleton Ophthalmology
 - Additional Insourcing of Endoscopy Capacity

(ii) Affixing the Common Seal

In-line with standing orders, a routine report on documents to which the common seal has been affixed is required. Attached at **appendix 1** are details taken from the seal register.

(iii) Welsh Health Circulars (WHCs)

Welsh Government issues WHCs around specific topics. The WHCs set out in **appendix 2** have been received since the last meeting and are available via the [Welsh Government website](#), where further details as to the risks and governance issues are available.

(iv) Board Business Cycle

Health Board – Thursday, 31st March 2022

At each meeting, the board receives copy of its business cycle, which outlines the business planned for each meeting. This is set out in **appendix 3**.

4. FINANCIAL IMPLICATIONS

There are no financial implications arising within this report.

5. RECOMMENDATIONS

Members are asked to:

- **NOTE** the report.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	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 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		
<i>(please choose)</i>	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 common seal is applied to legal and official documents which develop services, buildings, processes and systems to enhance the way in which the health board functions and support and patients. In addition, Welsh health circulars provide advice, guidance and information relating to changes in process or services which work to enhance services.		
Financial Implications		
There are no financial implications associated with this report.		
Legal Implications (including equality and diversity assessment)		
The common seal is primarily used to seal legal documents such as transfers of land, lease agreements and other important/key contracts. The seal may only be fixed to a document if the board or committee of the board has determined it shall be completed under seal, or if a transaction to which the document relates has been approved by the board or committee of the board. Any legal implications relating to Welsh health circulars would be identified in the individual documents.		
Staffing Implications		
There are no staffing implications contained within this report.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
Welsh health circulars provide advice, guidance and information relating to changes in process or services which work to enhance the way in which NHS Wales organisations function and would therefore potentially have individual long-term impacts.		
Report History	This report is a standard item on the board's business cycle.	
Appendices	Appendix 1 - Affixing of the common seal; Appendix 2 - Welsh Health Circulars; Appendix 3 - Board business cycle.	

REGISTER OF SEALINGS

Document Number	Date Signed	Document Details
84/21	17.11.21	Transfer of Property Coelbren Health Clinic, Heol Eglwys Neath
85/21	24.11.21	CT Scanner replacement at Morriston Work stage 2 – 7 Project Manager
86/21	24.11.21	CT Scanner replacement at Morriston Work stage 2 – 7 Architect & PD
87/21	24.11.21	Fracture Clinic at Morriston Work stage 2 – 7
88/21	24.11.21	Replacement flooring First floor, Ground floor and Lower floor at Morriston Hospital
89/21	10.12.21	Fire doors ground floor & lower ground floor at Morriston Hospital
91/21	10.12.21	Renewal Lease to existing lease – 2 nd floor at Unit 1 Bocam Park, Bridgend, CF25 5LJ
92/21	10.12.21	Replacement of fire doors outpatients, Singleton Hospital
93/21	10.12.21	Maintenance of Bryn Afon Learning & Disability Bungalows
94/21	10.12.21	Ophthalmologic Day Surgery Unit
95/21	10.12.21	Contract for the sale of freehold land with vacant possession, Fairfield, Waunarlwydd, Cockett
96/21	13.12.21	Ventilation Upgrade & Remedials GPOOH'/ITU EAST
97/21	10.12.21	Agreement for an NEC3 Engineering & Construction Contract relating to Enfys Unit Morriston Hospital
98/21	10.12.21	CCTV & AFFRAY A&E Morriston Hospital
99/21	10.12.21	Linac C Replacement Singleton
100/21	10.12.21	Fracture Clinic Work Stage 2-7, Morriston Hospital
101/21	10.12.21	CT Scanner Replacement Morriston Hospital
102/21	16.12.21	CT Scanner Replacement Morriston Hospital (quantity surveying services)
103/21	17.01.22	Refurbishment of Childrens Centre at NPT Hospital
104/21	22.12.22	Contractors Warranty – anti-ligature variations works at NPT Hospital
105/21	22.12.22	Letter of Indemnity – Phase 2 anti-ligature variation works
2022		
01/22	17.01.22	Domestic Water Works, West Ward, Chemotherapy/Breast Care Units, Singleton Hospital
02/22	17.01.22	VRF Replacement Works, Chemotherapy Department, Singleton Hospital
03/22	17.01.22	Singular Modular Theatres (feasibility), Singleton Hospital
04/22	17.01.22	Hybrid Theatres (feasibility), Morriston Hospital
05/22	17.01.22	Morriston Hospital Server Room

06/22	17.01.22	Fluoroscopy Replacement (quantity surveying services) at Morriston Hospital
07/22	17.01.22	Cefn Coed anti-ligature works (quantity surveying services)
08/22	17.01.22	Fluoroscopy Replacement, Morriston Hospital (architectural & principal designer services)
09/22	17.01.22	Fluoroscopy Replacement, Morriston Hospital
10/22	17.01.22	Procurement and installation of lead lined doors in Fluoroscopy, Morriston Hospital
11/22	17.01.22	Installation of new air handling unit in Fluoroscopy, Morriston Hospital
12/22	17.01.22	Chimney Repairs at Morriston, Gorseinon & Tonna Hospital
13/22	17.01.22	Rehabilitation Plant Room upgrade at Singleton Hospital
14/22	17.01.22	Refurbishment & replacement of cold water storage tanks at Gorseinon & Tonna Hospital
15/22	17.01.22	Hot Well Replacement works at Singleton Hospital
16/22	17.01.22	Fire Damper & Compartmentation upgrade at Singleton Hospital
17/22	17.01.22	Quantity Surveying Services for replacement flooring on 1 st , ground and lower ground floors at Morriston Hospital
18/22	17.01.22	Transfer of Laundry, Nant-y-ffin Road, Llansamlet from SBU Health Board to Velindre NHS Trust

Appendix 2

WHC number and title	Date received	Recipients
WHC/2022/007 Recording of Dementia READ Codes	24/02/2022	GP practices, General Practitioners Community Wales, Royal College of Practitioners, Royal College of Psychiatrists, Royal College of Nursing, Director of Primary Community and Mental Health, Assistant Medical Directors, Mental Health General Managers, Improvement Cymru PHW, Memory Clinics, British Geriatric Society, Care of the Elderly Medicine, All Wales Senior Nursery Advisory Group, Prison Health leads