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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	24 November 2022	Agenda Item	4.1
Report Title	Board Advisory Group Reports		
Report Author	Georgia Pennells, Corporate Governance Officer		
Report Sponsor	Hazel Lloyd, Director of Corporate Governance		
Presented by	Hazel Lloyd, 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 13th October 2022; • Health Professionals' Forum held on 23th October 2022. • Stake Holder Reference Group held on 17th October 2022. 		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input type="checkbox"/>	<input checked="" 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 13th October 2022; – Health Professionals' Forum held on 13th October 2022; – Stakeholder Reference Group held on 17th October. <p>NOTE the work to appoint a chair and vice for the SRG. NOTE the feedback following the SRG workshop held on 21st September 2022.</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 13th October 2022.
- Health Professionals' Forum held on 13th October 2022.
- Stakeholder Reference Group held on 17th October 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)

A discussion took place regarding a number of issues such as attendance at SRG meetings declining significantly as a number of meetings have been cancelled due to not being quorate. The Chair and Vice Chair have resigned and there has been no interest from within the group to take up these roles.

A SRG workshop was held on 21st September 2022 to listen to members and better understand their views and experiences of SRG to learn from good practice and influence how the SRG would run in the future. Members in attendance provided views and insights to assist us to improve the way the SRG operates in the future.

The full report is provided as appendix one.

(ii) Health Board Partnership Forum

A presentation was received on the staff engagement programme for the health board referred to as 'our big conversation'. It was confirmed that this was the next phase of the culture work which commenced in 2021 and would seek to engage, empower and encourage staff accountability to develop an organisation where staff felt valued, wanted to work and receive treatment. The main focus would be how the organisation lives its values and what was need to establish a clinically led, quality focused organisation. It was agreed 'our big conversation' would remain as a substantive item on the agenda.

Other items discussed included:

- Covid-19 Update and PPE availability
- Quality Strategy Consultation presentation
- Acute Medical Redesign update
- Staff Welfare Project
- Workforce Update

The full report is provided as appendix two.

(iii) Health Professionals' Forum

The Health Professionals Forum received a presentation from the Associate Nurse Director on the new Duty of Quality & Duty of Candour legislation that comes into force in April 2023. The Health Professionals Forum noted the new regulations & supports the health board's proposal in terms of governance arrangements. Other items received and discussed were:

- Highlight report from September's Health Board meeting
- A presentation on the health boards new Quality Strategy
- Considered the engagement/agenda planner to ensure alignment with health boards strategic plans & priorities

The full report is provided as appendix three.

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:
 - Health Board Partnership Forum held on 13th October 2022
 - Health Professionals' Forum held on 13th October 2022
 - Stakeholder Reference Group held on 17th October 2022
- **NOTE** the work to appoint a chair and vice for the SRG.
- **NOTE** the feedback following the SRG workshop held on 21st September 2022.

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 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		
<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		
<p>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.</p>		
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 – Stakeholder Reference Group key issues report from meeting held on 17th October 2022.
Appendix 2 - Health Board Partnership Forum key issues report from meeting held on 13th October 2022.
Appendix 3 - Health Professionals' Forum key issues report from meeting held on 13th October 2022.



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Agenda Item	6.3
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Stakeholder Reference Group	
Freedom of Information Status	Open
Reporting Committee	Health Board
Author	Nuria Zolle, Independent Member and Interim Chair of the Stakeholder Reference Group Catrin Evans, Engagement Manager
Lead Executive Director (s)	Gareth Howells, Director of Nursing Nick Samuels, Director of Communications
Date of meetings	17 th October, 2022

Summary of matters considered by the Stakeholder Reference Group at its meetings on 17th October, 2022

The Stakeholder Reference Group (SRG) underwent many changes during the Covid pandemic and had to operate differently during this time. Based on these experiences we wanted to learn about what had worked well, what we could do better to improve how SRG is managed in the future.

A number of issues needed to be addressed, attendance at SRG meetings has declined significantly, with a number of meetings being cancelled due to not being quorate. The Chair and Vice Chair have resigned and there has been no interest from within the group to take up these roles.

A workshop was held to listen to members and better understand their views and experiences of SRG to learn from good practice and influence how the SRG would run in the future. Attendance at the workshop was lower than we anticipated, however members in attendance provided views and insights to assist us to improve the way the SRG operates in the future.

Feedback from Members at the workshop meant we will make the following changes to how SRG operates in the future to make it more relevant and accessible to members:

- Shorter meetings – length of meeting reduced to 90 minutes (previously 2-3 hours).
- Topic focused agenda.
- Hybrid Meetings held, enabling members to attend on-line or in person.

We will also:

- Consider remuneration for Chair and Vice Chair roles.
- Consider payment of travel and other expenses for voluntary sector nominated members.
- Nominated Deputies for Members to be elected by Third Sector Network, to ensure key representation is available for every meeting.
- Tracking Log for SRG issues to demonstrate actions taken and impact of the Group.

- Reintroduction of Annual Report, which ceased during the Covid pandemic.
- Development of Internet / Social Media Pages for SRG, to ensure an online presence and to promote the work of the group.
- Induction for new members, to support their involvement in the Group.
- Patient Stories to be re-introduced, where relevant to the topic of the agenda.

We will monitor the impact of the new arrangements on attendance and engagement at SRG and review in six months.

Key risks and issues/matters of concern of which the board needs to be made aware:

None at this time

Delegated action by the committee:

None

Main sources of information received:

Feedback from SRG members at workshop

Highlights from sub-groups reporting into this committee:

N/A

Matters referred to other committees

None

Date of next meeting

30 January 2023



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Agenda Item

6.3

Health Board 24th November 2022

Freedom of Information Status

Open

Reporting Committee

Health Board Partnership Forum

Author

DE

Lead Executive Director (s)

Debbie Eytayo- Director of Workforce and OD

Date of meeting

13th October 2022

Summary of matters considered by the Health Board Partnership Forum at its meeting on 13th October 2022.

1. COVID Update and PPE Availability

The covid position at that time was discussed. Staff side colleagues queried whether there were adequate supplies of PPE should there be a covid surge going into the winter months. It was confirmed that stocks across Wales were at high levels for different types of masks and there were no concerns around the ability to order supplies.

2. Quality Strategy Consultation

A presentation was received on the Quality Strategy Consultation and HBPF were invited to provide feedback and that this could be submitted outside of the meeting. It was noted that the presentation had already been to the September Management Board, followed by Service Group and Q&S meetings to reach a wide audience.

There was a discussion around the impact poor quality on patients and service users. It was mentioned that the culture within the organisation had a huge impact on quality. It was recognised that this was a priority for the Health Board.

3. Update on Acute Medical Redesign

An update was received on Acute Medical Services Redesign(AMSR). It was confirmed that the consultation period had come to an end and the next stage was the process of considering staff preference requests which will be done in partnership. It was reported that the preference return rates was at 98% and a mapping exercise of preferences was taking place. Staff side colleagues stated they wanted to discuss issues around communication which they will do at the next sub group meeting.

4. Our Big Conversation – Staff Engagement

A presentation was received on the staff engagement programme for the health board referred to as 'our big conversation'. It was confirmed that this was the next phase of the culture work which commenced in 2021 and would seek to engage, empower and encourage staff accountability to develop an organisation where staff felt valued, wanted to work and receive treatment. The main focus would be how the organisation lives its values and what was need to

establish a clinically led, quality focused organisation. The approach was well received by HBPF and staff side colleagues welcomed the opportunity to participate in a big conversation focus group of their own. It was agreed that this item would remain as a standing item on the agenda.

5. Staff Welfare Project

It was discussed that the Staff Welfare Project was a Welsh government initiative which arose following the 2021 pay enhancement offers. It was established in social partnership with employers and union participants and it's aim was to deliver a joint social partner proposals for the minister to consider.

The two priority areas for consideration were:

- Rest, hydration and nutrition
- Learning and development

They are currently seeking local HB partnership forum feedback on:

- any barriers we perceive to achieving these workforce guarantees
- any best practice examples of progress in these areas we can share

how these issues are currently being progressed within our Health Board

The group had a discussion around this at it agreed that the comments would be shared with Welsh government.

6. Workforce Update

An update was received on workforce matters including levels of staff absence for Covid related reasons

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:

Julian Quirk, Assistant Director of Workforce

Debbie Eyitayo, Director of Workforce and OD

Presentations were received from:

Hazel Powell, Deputy Director of Nursing

Kate Hannam, Service Group Director - Morriston Hospital

Julie Lloyd, OD and Culture Lead

Highlights from sub-groups reporting into this committee:

None received

Matters referred to other committees

None identified	
Date of next meeting	22 December 2022



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		Agenda Item
Health Professionals Forum (HPF)		
Freedom of Information Status		Open
Reporting Committee	Health Board	
Author	Andrew Griffiths, Judith Vincent, Joint Chairs of Health Professionals Forum & Fiona Smith, Support Manager DOTH	
Lead Executive Director (s)	Christine Morrell, Director of Therapies & Health Science	
Date of meetings	13 th October 2022	
Summary of matters considered by the Health Professional Forum at its meeting on 13th October 2022.		
<ul style="list-style-type: none"> HPF received presentation from Associate Nurse Director on the new Duty of Quality & Duty of Candour legislation that comes into force in April 2023 for comments. The HPF noted the new regulations & supports the health board's proposal in terms of governance arrangements. The HPF did highlight the need for a robust communication plan to ensure information regarding the new regulations is cascaded effectively. HPF received a pre-recorded presentation on the health boards new Quality Strategy for comments. The HPF were asked to send their comments to Corporate Nursing Team by 17th October. HPF consider their engagement/agenda planner to ensure alignment with health boards strategic plans & priorities. It was agreed for AMSR, ACD & Workforce Issues to be brought to the next HPF meeting in December and for Planned Care to be discussed at the meeting in February. The HPF is also considering CAMHS & IMTP for discussion. HPF received a highlight report from the Board meeting in September 2022 & drafted agenda for November 2022. 		
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	08 December 2022