

## ABM University LHB

**Unconfirmed**

**Minutes of the Special Meeting of the Health Board  
held on Thursday 25<sup>th</sup> October 2018  
Boardroom, Health Board Headquarters,  
One Talbot Gateway  
Baglan SA12 7BR**

**Present**

Andrew Davies	Chairman/ Independent Member
Emma Woollett	Vice-Chair / Independent Member
Martyn Waygood	Independent Member
Maggie Berry	Independent Member
Mark Child	Independent Member
Jackie Davies	Independent Member
Raymond Ciborowski	Independent Member
Gareth Howells	Director of Nursing and Patient Experience
Chris White	Interim Chief Operating Officer
Siân Harrop-Griffiths	Director of Strategy
Hazel Robinson	Director of Workforce & Organisational Development
Alastair Reeves	Interim Medical Director
Lynne Hamilton	Director of Finance
Sandra Husbands	Director of Public Health
Chris Morrell	Director of Therapies & Health Science
Hannah Evans	Director of Transformation
Pam Wenger	Director of Corporate Governance/Board Secretary
Alison James	Associate Board Member

**In Attendance:**

Matt John	Associate Director, Informatics / Interim Chief Information Officer
Darren Griffiths	Associate Director, Performance
Kevin Dee	ABM Community Health Council (CHC)
Cathy Moss	ABM CHC
Emrys Davies	Non-Executive Director, Welsh Ambulance Services Trust (WAST)
Paul Lewis	Communications Team
Wendy Penrhyn-Jones	Head of Corporate Administration (minutes)

198/18	APOLOGIES	Action
	Apologies for absence were received from: Tracy Myhill, Chief Executive; Reena Owen, Independent Member; Martin Sollis, Independent Member; Tom Crick, Independent Member; Ceri Phillips, Independent Member and Sue Cooper, Associate Board Member.	

198/18	<b>WELCOME</b>	
	Andrew Davies welcomed everyone to the meeting.	
200/18	<b>DECLARATION OF INTERESTS</b>	
	There were none.	
201/18	<b>STRATEGIC ISSUES</b>	
1.	<b>Engagement Document, Plan, Equality Impact Assessment &amp; Timeline – Closure of Maesteg Day Hospital</b>	
	<p>A report seeking approval of a plan for engagement on the closure of the Day Hospital at Maesteg Hospital was <b>received</b>.</p> <p>In introducing the report, Siân Harrop-Griffiths set out the background to the issue which had involved the service being temporarily been relocated to the Princess of Wales Hospital. Given the lack of relevant clinical staff available to reopen the Day Hospital and the low level of demand upon it, the current proposal was that the service continue to be provided from there.</p> <p>In discussing the report the following points were raised:</p> <p>Siân Harrop-Griffiths stated that any patients requiring assistance with transportation would receive such assistance and that in discussion with the Community Health Council (CHC) it had been confirmed that there would need to be an eight-week engagement.</p> <p>Hannah Evans stated that ABMU had linked with colleagues in Cwm Taf so that they were aware of the proposal.</p> <p>Cathy Moss stated that the proposal was discussed at the CHC's Executive Committee the previous day and endorsed. She added the CHC Chair, Brian Moon had agreed to chair the public meeting that would take place around this issue.</p>	

	<p>Maggie Berry asked whether other services would utilise the Day Hospital facilities if the closure was agreed. It was confirmed that the closure would provide an opportunity to develop new services at Maesteg Hospital which was seen as a beacon in the community.</p> <p>Emrys Davies asked that the Welsh Ambulance Service Trust (WAST) be added to the summary of organisations listed in the engagement document.</p> <p>It was noted that the engagement documents were currently being translated into Welsh and the availability of the final set of documents would determine the commencement of the process.</p>	
<b>Resolved:</b>	<ul style="list-style-type: none"> <li>– The engagement document (including the Equality Impact Analysis, Engagement Plan and associated timescale) relating to the proposed closure of Maesteg Day Hospital be <b>approved</b>.</li> <li>– WAST be added into the partnership organisations listed in the engagement documentation.</li> </ul>	<p><b>SHG</b></p> <p><b>SHG</b></p>
<b>2.</b>	<b>Bridgend Boundary Change Update</b>	
	<p>An oral update was provided by Hannah Evans.</p> <p>In introducing her update Hannah Evans highlighted the following points:</p> <ul style="list-style-type: none"> <li>– As discussed at the most recent Joint Transition Board meeting, progress was being made on all work streams relating to some 120 clinical services. Meetings were considering patient pathways to ensure service transition was as smooth as possible with significant commitment from staff supporting this. Corporate functions would also be affected and a joint methodology had been agreed to allow this to be worked through with key input from the executive team;</li> <li>– An asset list was being finalised;</li> <li>– Discussions were ongoing where it was felt service level agreements were required;</li> <li>– A letter from the Cabinet Secretary had confirmed the requirement for ABMU to consult with stakeholders and put forward a single preferred option in terms of organisational name change and indicative costs.</li> </ul> <p>In discussing the report the following points were raised:</p>	

	<p>Andrew Davies extended thanks to Alison Phillips Boundary Change Transition Programme Director, Hannah Evans and his counterpart in Cwm Taf, Marcus Longley for the parts they were playing in moving this agenda forward.</p> <p>With reference to the public meetings being arranged to engage on the proposed closure of Maesteg Day Hospital, Kevin Dee stated that questions could be raised around boundary change issues. Andrew Davies stated that in such an instance it would be necessary to explain the decision to change the boundary had come from the local authority rather than the Health Board. Siân Harrop-Griffiths stated that Cwm Taf colleagues would be represented at the public meeting.</p>	
<b>Resolved:</b>	The update be <b>noted</b> .	
<b>3.</b>	<b>Temporary Urgent Closure of Minor Injuries Unit (MIU) at Singleton Hospital</b>	
	<p>A verbal report setting out the proposed temporary urgent closure of Minor Injuries Unit at Singleton was <b>received</b>.</p> <p>In presenting an oral update, Gareth Howells stated that the ABM CHC had been asked for their views on the proposed temporary urgent closure of the Singleton MIU were this to be approved by the Board and that the CHC had supported this on the basis of the following caveats:</p> <ul style="list-style-type: none"> <li>– ABMU needed to provide a commitment to the public that the facility would be reopened following the refurbishment of the Singleton Assessment Unit (SAU);</li> <li>– The development of comprehensive communications plans and key messages (including signage and website information) agreed with the CHC prior to MIU closing;</li> <li>– A full options appraisal of how future front door services at Singleton Hospital could be provided with a view to developing an engagement process once the MIU had reopened;</li> <li>– A process be developed and agreed with the CHC for managing situations where service users arrived at MIU during the time it was temporarily closed.</li> </ul> <p>In discussing the report the following points were raised:</p> <p>Jackie Davies stated that the proposed urgent temporary closure provided an opportunity for the affected staff to gain enhanced</p>	

	<p>clinical experience. Gareth Howells concurred. Mark Child stated that the informal clinical back-up provided by the SAU was key in terms of MIU and without it being in place due to its refurbishment the MIU needed to be closed on a temporary basis. The impact of the Singleton MIU closure would result in one additional patient for Morriston Hospital per day.</p> <p>The CHC indicated it would be possible to schedule a special Executive Committee to consider the proposals flowing out the above actions if completed prior to its next scheduled meeting on 23<sup>rd</sup> November 2018.</p> <p>Emrys Davies stated that the WAST should be included in any engagement around the proposed urgent temporary closure of MIU.</p>	
<b>Resolved:</b>	<ul style="list-style-type: none"> <li>The proposed urgent temporary closure of the MIU at Singleton Hospital subject to the caveats set out above being progressed with the ABM CHC <b>be approved.</b></li> <li>WAST be included in engagement around the proposed urgent temporary closure of MIU.</li> </ul>	<p><b>SHG</b></p> <p><b>SHG</b></p>
<b>202/18</b>	<b>Any Other Business</b>	
	There was no further business to consider and the meeting was closed.	
<b>203/18</b>	<b>To consider a motion to exclude the Press and the Public in accordance with Section 1, (2) and (3) of the Public Bodies (Admission to Meetings) Act 1960</b>	
<b>Resolved:</b>	Press & Public be excluded in accordance with Section 1(2) and (3) of Public Bodies (Admission to Meetings) Act 1960	
	Next Meeting : 29 <sup>th</sup> November 2018 – venue and start time TBC	

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 Andrew Davies (Chairman)

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 Date: