

Swansea Bay UHB & Hywel Dda UHB Regional Commissioning Group

Action Notes

Thursday 10th March 2022, 14:00- 15:00, Microsoft Teams

Present:

Swansea Bay (SBUHB)

- Siân Harrop-Griffiths, Director of Strategy (Chair) (SHG)
- Charlie Mackenzie- Head of SLR and External Commissioning (CM)
- [REDACTED]
- Hannah Roan- Head of Strategic Commissioning (HR)
- [REDACTED]
- Karen Stapleton- Assistant Director of Strategy (KS)
- Sion Charles (SC) – Head of Strategy and Service Planning (ARCH)

Hywel Dda (HDUHB)

- Anne Simpson- Head of Strategic Commissioning (AS)
 - Daniel Binding- Senior Finance Business Partner (DB)
 - Lee Davies- Executive Director of Strategic Development & Operational Planning (LD)
 - Shaun Ayres- Assistant Director of Commissioning (SA)
 - Sian Hurley- Head of Healthcare Contracting (SH)
 - Daniel Warm – Head of Planning (DW)
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- Cathie Steele- Head of Quality & Governance (CaS)
 - Huw Thomas- Director of Finance (HT)
 - Mandy Rayani- Director of Nursing, Quality & Patient Experience (MR)
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- Catherine Evans – Head of Strategic Performance Improvement Performance

Apologies:


- Darren Griffiths- Director of Finance (DG)
- Hazel Lloyd- Head of Patient Experience, Risk & Legal Services (HL)

Topic	Discussion	Action	Lead	Deadline
Welcome & Introductions/ Apologies	Noted	N/A	N/A	N/A
Minutes from last meeting (09/11/2021)	Accepted as correct Commissioner Data/ Information – LD agreed to pick this up with digital colleagues within HD to obtain an update on the latest position			

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	<p>and to ensure digital colleagues from both organisations are talking to each other.</p> <p>Business Case Flowcharts – SHG suggested that the business case flow charts are fed into the operational teams so that they are aware of the process.</p>	<p>LD to discuss commissioner data/information with HD digital colleagues to get an update on latest position and to ensure digital colleagues are linking in with each other across both HBs.</p> <p>Both organisations to circulate the business case flow charts internally to their operational teams</p>	<p>LD</p> <p>KS/ SA</p>	<p>April 2022</p> <p>April 2022</p>
Terms of reference	<p>AS advised that she had updated the ToR, reflecting the discussions from the last meeting, namely:-</p> <ul style="list-style-type: none"> • Purpose of the group • Roles & Responsibilities (narrative around this) • Membership and links with LTA group • Quorum and Attendance – a minimum of 1 Exec from each Organisation • Meeting frequency – every quarter • Accountability, Responsibility and Authority – No decision making powers. Group can make recommendations to each organisations’s Exec Board. • Secretarial Support – HDUHB to provide <p>AS to also include Sion Charles from ARCH and Dan Warm (HDUHB planning)</p> <p>LD queried whether WHSSC should be part of this group, particularly as pathways will cross depending on the specialty. It was mentioned to include an associate as and when required.</p>	TORs to be amended to reflect discussion and group to agree outside of meeting	AS	<p>April 2022</p> <p>COMPLETE</p>

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	<p>SHG mentioned that the ToR along with the work programme will need to go through the respective organisations Exec and/or Management Boards. A short covering paper to be drafted.</p>	<p>Short covering paper to be drafted and taken through respective boards.</p>	<p>KS/ SA</p>	<p>April 2022</p>
<p>Regional Commissioning Group Baseline Assessment</p>	<p>The baseline assessment concentrated on 5 specialty areas:-</p> <ol style="list-style-type: none"> 1. Cardiology 2. Neurology 3. OMFS 4. Orthopaedics/Spinal 5. Cancer <p>These were thought as priority areas due to issues such as waiting times, LTA concerns, patient experience/quality & safety and fragility.</p> <p>HR took the group through the information, which had been collated for each speciality: -</p> <ul style="list-style-type: none"> • LTA contract values (19/20) - as a Provider/ Commissioner for each HB (if applicable) • Waiting list position (Month 10) – as a Provider/ Commissioner for each HB (if applicable) • Activity position (Month 10) - as a Provider/ Commissioner for each HB (if applicable) • Commissioning Cycle – Where various identified workstreams are against the commissioning cycle. <p>The group discussed the information and what this all meant. SA mentioned that it would be helpful as next steps to look at sessions allocated per HB and split this by procedure. To also include factors such as ROTT. Can then understand deliverability and if there is a residual gap.</p>			

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	<p>KS advised that Deb Lewis and the COOs were doing something similar within the SBU capacity plans.</p> <p>KS further advised that the work from this group may mean, that some specialties will need a service specification or require an adjustment to the LTA or support from the private sector for example.</p> <p>WHSSC – CM mentioned that the WHSSC commissioned activity will need to be built into the baseline assessment where applicable. For example a number of the Cardiology patients will end up going through Cardiac and consequently counted against the WHSSC LTA as opposed to the HB LTA. It was agreed to update the assessment to build in WHSSC element.</p> <p>Whilst it was agreed to only concentrate on discrete elements of a specialties pathway (those that the HB contract on), it was agreed to keep the contracting requirements (financials) outside of this group.</p> <p><u>NEXT STEPS</u> Lengthy discussion was had about what this all means and next steps, which were agreed as follows:</p> <p>Concentrate on 2/3 of the specialties</p> <ul style="list-style-type: none"> • Orthopaedics/Spinal • OMFS 	<p>HR/AS to update the baseline assessment to include WHSSC element</p>	<p>HR/ AS</p>	<p>April 2022</p>

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Health Board 22/23 IMTP commitments	<p>KS took the group through the HB 22/23 IMTP commitments and shared a slide on screen.</p>  <p>Appendix x Regional Plan SBUH</p> <p>It was queried whether joint capital requirements were featured within the plans. It was confirmed that there was reference to this, but further narrative could be added.</p> <p>Slide to also be updated to reflect active language.</p>	KS to update slide	KS	31/03/2022
Management of 22/23 LTAs	CM advised that the 22/23 financial contracting mechanism is subject to All Wales discussion and will be taken forward by DoFs	N/A	N/A	N/A
Date of Next Meeting	It was agreed that the next meeting would be arranged for the start of May to coincide with the paper that will be going to Execs in April.	Next meeting to be arranged for May 2022	AS	31/03/2022 COMPLETE