![GIG CYMRU NHS WALES - Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board]

Betsi Cadwaladr University Health Board (BCUHB)
Minutes of the Planning, Population Health & Partnership Committee
meeting held in public
on 10 January 2024 13:30 – 15:00
in the Boardroom, Carlton Court, St Asaph and via Teams

Committee Members Present	
Name	**Title**
Clare Budden	Independent Member / Chair of PPHP Committee
Gareth Williams	Independent Member / Vice Chair
Caroline Turner	Independent Member
In Attendance	
Chris Stockport	Executive Director of Transformation, Strategic Planning and Commissioning (Executive Lead)
Teresa Owen	Executive Director of Public Health
Helen Stevens-Jones	Director of Partnerships, Engagement and Communications
Dylan Roberts	Chief Digital and Information Officer
Other Executive Directors as required by the Chair	
Carol Shillabeer	Chief Executive
Phil Meakin	Acting Board Secretary
Elin Gwynedd	Chief of Staff
Committee Support	
Diane Davies	Corporate Governance Manager

Agenda Item	Action
OPENING BUSINESS	
PP24/1 Welcome, Introduction to Committee and Apologies for Absence **PP24/1.1** The Chair welcomed everyone to the inaugural meeting of the Committee stating that the aim of the meeting was to finalise the terms of reference and agree the cycle of business for the year ahead. Apologies were provided for Dyfed Edwards and no declarations of interest were raised. It was noted that the meeting would be recorded for the benefit of Audit Wales who were not present.	
PP24/2 Review of the Terms of Reference for the Planning, Population Health & Partnership Committee **PC24/2.1** The Chair confirmed that the terms of reference have previously been reviewed at an initial meeting with the Chair, Executive Lead and Acting Board Secretary and are being brought to the Committee to ensure all members are content with the document. The Committee discussed the comments that had been highlighted by the Vice Chair and the Chief Digital and Information Officer. The Executive Director of Public Health suggested optimising the partnership	

space and also focusing on population health in terms of service orientated planning and bringing together public health and primary care. Independent Member, Caroline Turner suggested the need to be clear on what data and information is reported into the Committee and also suggested drawing on relevant studies such as the population needs assessment to inform the Committee. The Chief Executive suggested the Committee has two roles, one relating to assurance in terms of partnership working, focusing on population health and how this underpins our plans. There is also a wider element in relation to developing our strategy and plans to increase our capability as an organisation.

PC24/2.2 The Chair suggested clarity is needed on the difference between the partnership role of this Committee and the role of the Stakeholder Reference Group. The Chair also suggested the Committee needs to be outward looking by inviting partners to attend meetings and gaining contributions from others in terms of learning and building trust in relationships. There was a discussion around the role of the Committee in relation to the Regional Partnership Board (RPB), influencing the priorities within the area plan and contributing on behalf of the Board. The Chief Executive suggested connecting with the Chair of the RPB to gain feedback directly to the Committee.

PC24/2.3 There was a discussion around amending the terms of reference to ensure the term population health includes reference to primary care, public health and the social determinants of health, the terms of reference will be amended to reflect this. In terms of population health, the Chair suggested the need to focus on addressing health inequality and improving the health of the population. The Committee discussed the role of the Executive Lead and it was agreed that the Executive Director of Transformation, Strategic Planning and Commissioning would lead on the agenda setting but would gain contributions from the other Executive Directors in relation to agenda items.

LJ

PP24/3 Developing a Cycle of Business for the Planning, Population Health & Partnerships Committee

PP24/3.1 The Chair reminded everyone of the purpose of the Committee and asked the Committee to bear this in mind as they go through the cycle of business. The Chief Executive highlighted the value in focusing on a small number of areas and ensuring executive oversight of those areas to provide assurance and delivery. The Chief Executive confirmed that planning is a priority for the Committee and feedback from the planning review will inform our approach to improving our capability on planning. There is also a need to reflect on the status of the multiple partnership plans and how we are delivering and contributing to these plans. The Committee also need to gain a good understanding of where population health and health inequalities feed through to our planning and prioritisation to ensure we build an organisation that is effective in these areas.

PP24/3.2 The Chair suggested an approach where there are fewer items on an agenda to enable the Committee to have meaningful discussions around key

areas. There was a discussion around how this could work and it was suggested trying this approach and developing it as we move forward. The Committee discussed the population of North Wales and the Chief Digital and Information Officer highlighted the need to gain an understanding of where we are in terms of our population to help inform the development of the strategy. The Chair stated that there will be some timelines to meet in relation to certain areas such as the three year plan which will inform the cycle of business. The Chief Executive highlight the importance of the relationship between this Committee and others such as the Performance, Finance & Information Governance Committee, the organisational development plan and how we develop our organisation to deliver our strategy on behalf of the Board.

PP24/3.3 The Acting Board Secretary highlighted the areas that have been discussed including the planning review, long term plan and the status of multiple partnerships that will form the requirements of the cycle of business. The Vice Chair suggested that the Committee may need to receive regular updates on the long term strategy, the development of the IMTP / annual plan, relevant data and winter resilience and then look into areas such as partnership working. The Director of Partnerships, Engagement and Communications made reference to service change and engagement and also how we engage with certain partners stating that work is being completed and once this is reported it will form the basis for discussion at this Committee. The Chief Executive made reference to horizon scanning in terms of strategic stakeholder partnership work that may have an impact on population health and health requirements. The Chair also highlighted the need for joined up working with local authorities in relation to reduction in services that have an impact on the heath of local communities.

PP24/3.4. The Committee discussed the following areas relating to the cycle of business:
- Civil contingencies and ensuring we meet the legislative requirements - it was agreed that this would be an item for the April meeting.
- Welsh Ambulance Service including WHSSC and EASC and whether these areas should report into this Committee or the PFIG Committee.
- It was suggested that the monitoring of plans is potentially removed from the cycle of business.
- The Digital Strategy in terms of this being an integral part of our broader plans and programme oversight - should this Committee review major programmes?
- Planning needs to be a standing item to cover the relevant areas within this workstream.
- The development of Population Health as this area needs to be strengthened on the cycle of business.
- It was suggested that the clinical services strategy is removed.
- What is the difference between strategies for scrutiny and strategies that are being developed.
- The annual flu and covid vaccination plan are not potentially for the Committee.

PP24/3.5. The Executive Director of Transformation, Strategic Planning and Commissioning stated that the Committee has a role in ensuring that we are developing strategies and once they have been developed, they should then go to PFIG and other Committees. In relation to bigger topics, there is a need to consider how these interact with the Board and Board Development sessions to be clear on the role of the Committee and the overall responsibility of the Board. The Committee discussed whether annual reports may need to come to the meetings for quality assurance purposes and it was suggested that this may be by exception and would be presented with a report from the executive to highlight areas of concern. There was a discussion around the Executive Deliver Groups (EDGs) which were previously in place, some of which are still meeting, and suggested these could be used to produce reports that cover the issues discussed and could be a mechanism for Executive Directors to take issues forward.	
PP24/3.3 The Chair suggested that the Committee needs to be self-reflecting at the end of meetings as to whether they are adding value to the items being discussed. The Committee agreed to receive the relevant BAF and CRR at the next meeting to help to identify the risks of not delivering our strategy. It was agreed that a Chairs Assurance Report is required for the Committee to report to the Board. The Committee discussed whether the relevant Executives were present at the meeting and it was agreed that they were.	
PP24/3.4 The Committee discussed the length of time until the next meeting of the Committee and suggested it may be useful to hold a development session in February / March. This was agreed and the following items were suggested for the development session agenda: • A stocktake and discussion on our current position in relation to major programmes. • Information / summary (links to key documents) highlighting the key factors surrounding population health and a discussion around what the evidence and data is telling us about the health and demographic of the population. • Discussion in relation to our partnerships	**LJ**
PP24/4 Date of next meeting Committee Development Session - 18 March 2024, 3.30-5pm, Boardroom, Carlton Court, St Asaph Committee Meeting – 23 April 2024, 9.30-1230pm, Boardroom, Carlton Court, St Asaph	