Bundle BCU Planning, Population Health and Partnerships Committee 10 January 2024

1 PP24/1 Welcome, introduction to Committee and apologies for absence

2 PP24/2 Review of the Terms of Reference for the Planning, Population Health & Partnerships Committee
Acting Board Secretary
Recommendation
The Committee is asked to review and endorse the draft Terms of Reference
PP24.2a Review PPHPC ToR v3
PP24.2b PPHP Committee ToR v0.02 draft (reviewed 14.12.23 - untracked version)

3 PP24/3 Developing a Cycle of Business for the Planning, Population Health & Partnerships Committee
Acting Board Secretary
Recommendation
The Committee is asked to
Review the draft CoB
Agree amendments for submission to the Health Board on 25.1.24
PP24.3a Developing a PPHPC CoB v3
PP24.3b PPHP CoB 2024-25 v0.02 Working Draft for Committee consideration

4 PP24/4 Date of next meeting 9.30 16.4.24

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Teitl adroddiad: ***Report title:***	**Review of the Terms of Reference for the Planning, Population Health & Partnerships Committee**
Adrodd i: ***Report to:***	Planning, Population Health & Partnerships Committee
Dyddiad y Cyfarfod: ***Date of Meeting:***	Wednesday, 10 January 2024
Crynodeb Gweithredol: ***Executive Summary:***	The purpose of this report is to provide the Committee with proposed Terms of Reference. As reported at the Health Board on 28 September 2023, one of the key Special Measures deliverables includes the requirement to "Establish Board Committees" and it was agreed at that meeting to form a "Planning, Population Health and Partnerships Committee" as one of the eight Committees and three Advisory Groups that reports to the Board." A report detailing the Committee and Advisory Group framework was shared with the Board which included the proposed remit and membership for each Committee and Advisory Group. The Board considered the outline Committee framework and approved the establishment of Committees as set out in this framework. It was agreed to re-establish the remit of the Partnerships, People and Population Health Committee as two separate Committees to be known as the **Planning, Population Health & Partnerships Committee** and the People Committee. The proposed Terms of Reference in this paper were developed using the following approach - Utilising the outline remit of each Committee agreed on 28 September Health Board. - Considering and adopting the recommendations from the Office of the Board Secretary Review in 2023. - A review of Welsh Health Boards' Terms of Reference. - A review of Committee Handbooks – provided by Welsh Government.

	These proposed Terms of Reference for the Planning, Population Health & Partnerships Committee have been developed and were noted and considered at the Audit Committee on 16 November 2023. At the Health Board on 30 November 2023 it was confirmed that the draft Terms of Reference would be developed in more detail with the Chair and Executive Lead for the Committee. This meeting took place on 14 December 2023 and the version that is in this report is the product of that meeting. The Acting Board Secretary would like to thank the Chair and Executive Lead for their help in developing the Terms of Reference and is asking the Committee to review and endorse the draft Terms of Reference ahead of submission for formal approval at the Health Board on 25 January 2024.
Argymhellion: ***Recommendations:***	*The Committee is asked to:* • **Review and Endorse** the draft Terms of Reference
Arweinydd Gweithredol: ***Executive Lead:***	Phil Meakin - Acting Board Secretary
Awdur yr Adroddiad: ***Report Authors:***	Phil Meakin – Acting Board Secretary Support by: • Laura Jones – Special Measures Project Manager • Philippa Peake-Jones – Head of Corporate Affairs • Diane Davies – Corporate Governance Manager

Pwrpas yr adroddiad: ***Purpose of report:***	I'w Nodi *For Noting* ☒	I Benderfynu arno *For Decision* ☒	Am sicrwydd *For Assurance* ☐

Lefel sicrwydd: ***Assurance level:***	Arwyddocaol *Significant* ☒ Lefel uchel o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *High level of confidence/evidence in delivery of existing mechanisms/objectives*	Derbyniol *Acceptable* ☐ Lefel gyffredinol o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *General confidence / evidence in delivery of existing mechanisms / objectives*	Rhannol *Partial* ☐ Rhywfaint o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *Some confidence / evidence in delivery of existing mechanisms / objectives*	Dim Sicrwydd *No Assurance* ☐ Dim hyder/tystiolaeth o ran y ddarpariaeth *No confidence / evidence in delivery*

Cyfiawnhad dros y gyfradd sicrwydd uchod. Lle bo sicrwydd 'Rhannol' neu 'Dim Sicrwydd' wedi'i nodi uchod, nodwch gamau i gyflawni sicrwydd 'Derbyniol' uchod, a'r terfyn amser ar gyfer cyflawni hyn:

Justification for the above assurance rating. Where 'Partial' or 'No' assurance has been indicated above, please indicate steps to achieve 'Acceptable' assurance or above, and the timeframe for achieving this:

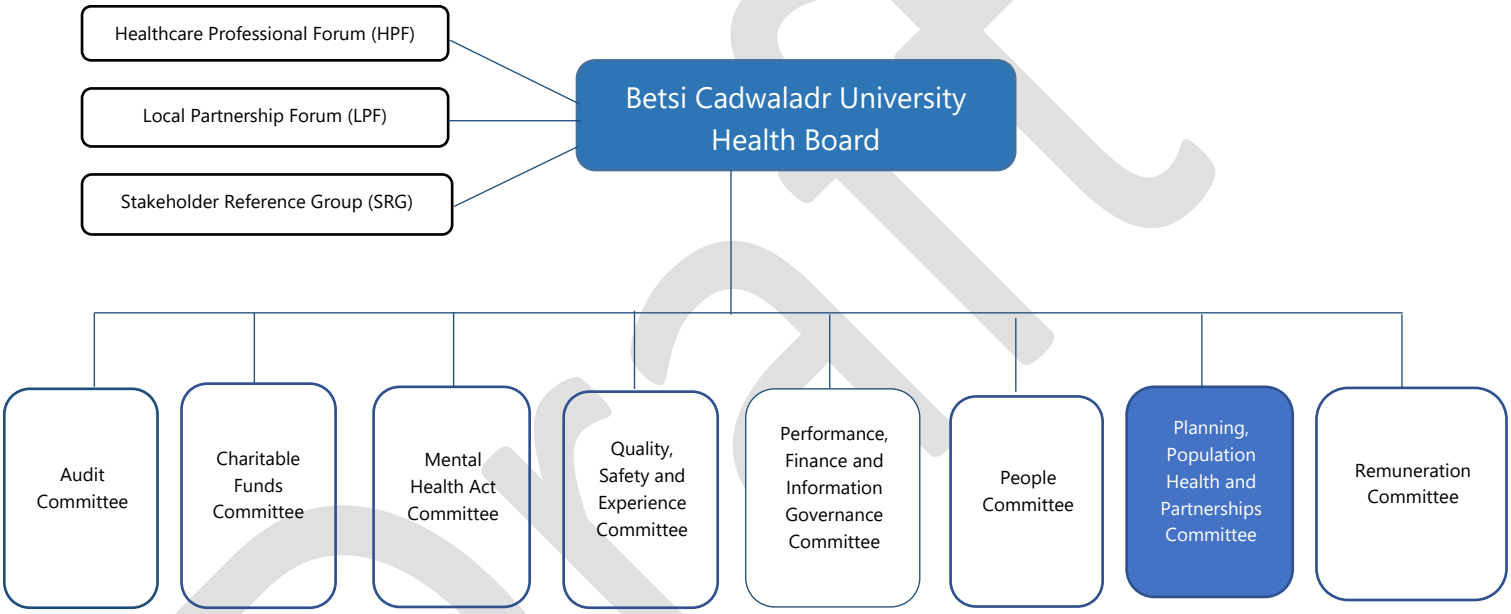
Cyswllt ag Amcan/Amcanion Strategol: ***Link to Strategic Objective(s):***	This work links to all strategic objectives of the Health Board as Corporate Governance is a key enabler for them.
Goblygiadau rheoleiddio a lleol: ***Regulatory and legal implications:***	The Health Board is required to act according to its Standing Orders. This report contains information to allow the Health Board to conform to this. It is essential that the Board has robust arrangements in place for Corporate Governance and failure to do so could have legal implications for the Health Board.
Yn unol â WP7, a oedd EqIA yn angenrheidiol ac a gafodd ei gynnal? ***In accordance with WP7 has an EqIA been identified as necessary and undertaken?***	This is not applicable for this report.
Yn unol â WP68, a oedd SEIA yn angenrheidiol ac a gafodd ei gynnal? ***In accordance with WP68, has an SEIA identified as necessary been undertaken?***	This is not applicable for this report.
Manylion am risgiau sy'n gysylltiedig â phwnc a chwmpas y papur hwn, gan gynnwys risgiau newydd (croesgyfeirio at y BAF a'r CRR) ***Details of risks associated with the subject and scope of this paper, including new risks(cross reference to the BAF and CRR)***	The nature of this paper has an impact on the way risks are reported and managed in the Health Board.
Goblygiadau ariannol o ganlyniad i roi'r *argymhellion ar waith* ***Financial implications as a result of implementing the recommendations***	The effective management of Governance has the potential to leverage a positive financial dividend for the Health Board through better integration of risk management into business planning, decision-making and in shaping how care is delivered to our patients thus leading to enhanced quality and less waste
Goblygiadau gweithlu o ganlyniad i roi'r argymhellion ar waith ***Workforce implications as a result of implementing the recommendations***	Failure to have effective Corporate Governance can impact adversely on the workforce.
Adborth, ymateb a chrynodeb dilynol ar ôl ymgynghori ***Feedback, response, and follow up summary following consultation***	An iteration of this paper will be submitted to the Health Board on 25 January 2024.
Cysylltiadau â risgiau BAF: (neu gysylltiadau â'r Gofrestr Risg Gorfforaethol) ***Links to BAF risks:*** *(or links to the Corporate Risk Register)*	The nature of this paper, in particular the section on Corporate Risk Register, has an impact on the way the Board Assurance Framework will be reported and managed in the Health Board after the Development of a Risk Management Framework.

Rheswm dros gyflwyno adroddiad i fwrdd cyfrinachol (lle bo'n berthnasol) ***Reason for submission of report to confidential board (where relevant)***	Not applicable
Next Steps: • The Acting Board Secretary to submit the final draft of the Terms of Reference for formal approval at the Health Board on 25 January 2024.	
List of Appendices: Appendix 1 – Draft Terms of Reference for Planning, Population Health & Partnerships Committee	

Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

PLANNING, POPULATION HEALTH AND PARTNERSHIPS COMMITTEE

TERMS OF REFERENCE



Version	Issued to	Date	Comments
v0.01 Draft	Audit Committee	16/11/23	Developed as a first draft for review with Committee Chair and Executive Lead
V0.02 Draft	TOR meeting with Committee Chair & Executive Lead	14/12/23	Agreed for the PPHP Committee to be held on 10/01/24

Draft

1) Introduction

1.1 The Betsi Cadwaladr University Health Board (BCUHB) shall establish a Committee to be known as the Planning, Population Health and Partnerships Committee. The Committee is an independent Committee of the Board and has no executive powers, other than those specifically delegated in these terms of reference. The detailed operating arrangements in respect of this Committee are set out below.

2) Purpose

The purpose of the Planning, Population Health and Partnerships Committee is to:

2.1 Provide advice and assurance to the Board with regard to the development and oversight of the Health Board's Integrated Medium Term Plan / Annual Operating Plan and enabling strategies.

2.2 Ensuring strategic and collaborative alignment with effective partnership arrangements in place to improve Population Health and reduce health inequalities.

2.3 Oversight, delivery and monitoring of Population Health improvement and inequality strategies, policies and performance.

2.4 Oversight of strategic collaboration and effective partnership arrangements.

2.5 To seek assurance on the management of principle risks within the Board Assurance Framework (BAF) and Corporate Risk Register (CRR) allocated to the Committee and provide assurance to the Board that risks are being managed effectively and report any areas of significant concern.

3) Responsibilities of the Planning, Population Health and Partnerships Committee

The Planning, Population Health and Partnerships Committee shall provide advice, assurance and support to the Board in ensuring the provision of high quality, safe healthcare for its citizens, as follows:

3.1 To provide assurance to the Board on compliance with legislation, guidance and best practice around the Planning, Population Health and Partnerships agenda, learning from work undertaken nationally and internationally, ensuring the Health Board is recognised as a leader in this field.

3.2 To provide assurance to the Board on the implementation of the strategies related to the Committee's remit are consistent with the Board's overall strategic direction and with any requirements and standards set for NHS bodies in Wales.

3.3 To provide assurance to the Board on the organisation's ability to create and manage strong, planning, population health and partnership arrangements.

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3.4 Seek assurance on delivery against all Planning Objectives aligned to the Committee, considering, and scrutinising the plans and programmes that are developed and implemented, supporting and endorsing these as appropriate.

3.5 Seek assurance on the development of the Health Board's Integrated Medium Term Plan (IMTP), based on robust business intelligence and modelling, and assure the development of delivery plans within the scope of the Committee, their alignment to the Health Board's Plan/IMTP and the Health Board's strategy and priorities.

3.6 Seek assurances on all outstanding plans in relation to the National Networks and Joint Committees including commitments agreed with Partner organisations.

3.7 To receive an assurance on delivery against all relevant Planning Objectives

3.8 To recommend acceptance of risks that cannot be brought within the Health Board's risk appetite/tolerance to the Board through the Committee Update Report.

3.9 To receive assurance through any Sub-Committee Update Reports (that may be in existence or developed) and other management group reports that risks relating to their areas are being effectively managed across the whole of the Health Board's activities (including for hosted services and through partnerships and Joint Committees as appropriate).

3.10 Assure the Board in relation to its compliance with relevant national practice, mandatory guidance, healthcare standards and duties, including Duty of Quality, Duty of Candour, Quality Standards and Quality Management ensuring the Board is supported to make strategic decisions through a quality lens.

4) Membership

4.1 Formal membership of the Committee shall comprise of the following:

MEMBERS
Independent Member (Chair)
2 x Independent Members (one of whom will be designated as Vice Chair)

4.2 The following should attend Committee meetings:

IN ATTENDANCE
Executive Director of Planning and Transformation (Executive Lead)
Executive Director of Public Health
Director of Partnerships, Engagement & Communication
Chief Digital Information Officer
Other Attendees
Other Executive Directors as required by the Chair
Other Senior Managers as required by the Chair

4.3 The membership of the Committee reflected above shall be determined by the Board, based on the recommendation of the Health Board Chair, taking into account the balance

of skills and expertise necessary to deliver the Committee's remit, and subject to any specific requirements or directions made by the Welsh Government.

4.4 Membership of the Committee will be reviewed on an annual basis.

5) Quorum and Attendance

5.1 A quorum shall consist of no less than two of the membership and must include as a minimum the Chair or Vice Chair of the Committee, together with a third of the In Attendance members.

5.2 Any senior officer of the Health Board or partner organisation may, where appropriate, be invited to attend, for either all or part of a meeting, to assist with discussions on a particular matter.

5.3 The Committee may also co-opt additional independent external 'experts' from outside the organisation to provide specialist skills.

5.4 Should any 'in attendance' officer member be unavailable to attend, they may nominate a deputy to attend in their place, subject to the agreement of the Chair.

5.5 The Committee may ask any or all of those who normally attend but who are not members to withdraw to facilitate open and frank discussion of particular matters.

6) Agenda and Papers

6.1 The Committee Secretary is to hold an agenda setting meeting with the Chair and/or Vice Chair and the Executive Lead (Executive Director of Planning and Transformation) at least six weeks before the meeting date.

6.2 The agenda will be based around the Committee work plan, identified risks, matters arising from previous meetings, issues emerging throughout the year, and requests from Committee members. Following approval, the agenda and timetable for request of papers will be circulated to all Committee members.

6.3 All papers must be approved by the Executive Lead.

6.4 The agenda and papers will be distributed/published seven days in advance of the meeting.

6.5 A draft table of actions will be issued within two working days of the meeting. The minutes and table of actions will be circulated to the Executive Lead within seven days to check the accuracy, prior to sending to Members to review within the next seven days.

6.6 Members must forward amendments to the Committee Secretary within the next seven days. The Committee Secretary will then forward the final version to the Committee Chair for final review.

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7) In Committee

7.1 The Committee can operate with an In Committee function to receive updates on the management of sensitive and/or confidential information.

8) Meetings

8.1 The Committee will meet bi-monthly and an annual schedule of meetings will be determined by the corporate calendar.

8.2 The Committee may be convened at short notice if requested by the Chair.

8.3 Any additional meetings will be arranged under exceptional circumstance and shall be determined by the Chair of the Committee in discussion with the Executive Lead.

8.4 The Committee may, subject to the approval of the Health Board, establish groups to carry out on its behalf specific aspects of Committee Business.

8.5 Meetings may be held in person where it is safe to do so or by video-conferencing and similar technology.

8.6 The Committee Secretary shall be determined by the Board Secretary.

9) Reporting

9.1 The Committee, through its Chair and members, shall work closely with the other Committees to provide advice and assurance to the Board through joint planning and co-ordination of Board and Committee business including sharing of information.

9.2 The Committee Chair, supported by the Committee Secretary, shall:

- Report formally, regularly and on a timely basis to the Board on the Committee's activities.
- Bring to the Board's specific attention any significant matter under consideration by the Committee.
- Ensure appropriate escalation arrangements are in place to alert the Health Board's Chair, Chief Executive and/or Chairs of other relevant Committee, of any urgent/critical matters that may affect the operation and/or reputation of the Health Board.

9.3 The Committee will undertake an annual review on the effectiveness of its arrangements and responsibilities. The Office of the Board Secretary will lead this review.

10) Accountability, Responsbility and Authority

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10.1 Although the Board has delegated authority to the Committee for the exercise of certain functions, as set out in these Terms of Reference, it retains overall responsibility and accountability for ensuring the quality and safety of healthcare for its citizens through the effective governance of the organisation.

10.2 The Committee is directly accountable to the Board for its performance in exercising the functions set out in these terms of reference.

10.3 The requirements for the conduct of business as set out in the Health Board's Standing Orders are equally applicable to the operation of the Committee.

10.4 The Committee shall embed the corporate goals and priorities, e.g. equality and human rights through the conduct of its business, and in doing and transacting its business shall seek assurance that adequate consideration has been given to the sustainable development principle and in meeting the requirements of the Well-being of Future Generations Act.

11) Review Date

11.1 These Terms of Reference and operating arrangements shall be reviewed on at least an annual basis by the Committee for approval by the Board.

Draft

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Teitl adroddiad: ***Report title:***	Developing a Cycle of Business for the Planning, Population Health & Partnerships Committee
Adrodd i: ***Report to:***	Planning, Population Health & Partnerships Committee
Dyddiad y Cyfarfod: ***Date of Meeting:***	Wednesday, 10 January 2024
Crynodeb Gweithredol: ***Executive Summary:***	The purpose of this report is for the Committee to note the initial development of a Cycle of Business for the Planning, Population Health & Partnerships Committee. On 16 November 2023, the Audit Committee noted, considered and received assurance on how Committee Workplans were being developed to support the effective Governance of the Committees. It was highlighted that initial Workplans for the three Committees that had not yet been established would need to be developed and this included the **Planning, Population Health & Partnerships Committee**. It was agreed that these Workplans would need a longer lead time to align with the recruitment of Independent Members through the Public Appointment process and require a longer timescale to develop these Workplans. The development of the Draft Cycle of Business follows a format with a number of categories that we will use in all Committee cycles of business. Those being: 1. Opening Business 2. Strategic Priorities 3. Issues Related to Significant Risk 4. Assurance (routine matters for consideration/assurance) The content of the Draft cycles of business were undertaken by the following method: 1. Reviewing the previous Committee's Cycle of Business that were in place prior to February 2023 in the context of the new Terms of Reference 2. Reviewing other similar Welsh Health Board's Terms of Reference for benchmarking

	3. Meeting with the Committee Chair and Executive Lead to develop a Draft for review at the first Committee meeting. The Acting Board Secretary would like the Committee to consider and develop a Cycle of Business for the next 12 months to be agreed at the Health Board on 25 January 2024. This discussion will be led by the Executive Lead for the Committee. Colleagues are asked to note that this Draft does cover many potential items and there will be the opportunity to consolidate them to a lesser number of items. The Acting Board Secretary would like the Committee to note that there is not a planned meeting of Planning, Population Health and Partnerships Committee until April 2024.
Argymhellion: ***Recommendations:***	*The Committee is asked to:* • **Review the draft CoB** • **Agree amendments for submission to the Health Board on 25.1.24**
Arweinydd Gweithredol: ***Executive Lead:***	Phil Meakin - Acting Board Secretary
Awdur yr Adroddiad: ***Report Authors:***	Phil Meakin – Acting Board Secretary Support by: • Laura Jones – Special Measures Project Manager • Philippa Peake-Jones – Head of Corporate Affairs • Diane Davies – Corporate Governance Manager

Pwrpas yr adroddiad: ***Purpose of report:***	I'w Nodi *For Noting* ☒	I Benderfynu arno *For Decision* ☐	Am sicrwydd *For Assurance* ☒

Lefel sicrwydd: ***Assurance level:***	Arwyddocaol *Significant* ☐ Lefel uchel o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *High level of confidence/evidence in delivery of existing mechanisms/objectives*	Derbyniol *Acceptable* ☒ Lefel gyffredinol o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *General confidence / evidence in delivery of existing mechanisms / objectives*	Rhannol *Partial* ☐ Rhywfaint o hyder/tystiolaeth o ran darparu'r mecanweithiau / amcanion presennol *Some confidence / evidence in delivery of existing mechanisms / objectives*	Dim Sicrwydd *No Assurance* ☐ Dim hyder/tystiolaeth o ran y ddarpariaeth *No confidence / evidence in delivery*

Cyfiawnhad dros y gyfradd sicrwydd uchod. Lle bo sicrwydd 'Rhannol' neu 'Dim Sicrwydd' wedi'i nodi uchod, nodwch gamau i gyflawni sicrwydd 'Derbyniol' uchod, a'r terfyn amser ar gyfer cyflawni hyn:

Justification for the above assurance rating. Where 'Partial' or 'No' assurance has been indicated above, please indicate steps to achieve 'Acceptable' assurance or above, and the timeframe for achieving this:	
Cyswllt ag Amcan/Amcanion Strategol: ***Link to Strategic Objective(s):***	This work links to all strategic objectives of the Health Board as Corporate Governance is a key enabler for them.
Goblygiadau rheoleiddio a lleol: ***Regulatory and legal implications:***	The Health Board is required to act according to its Standing Orders. This report contains information to allow the Health Board to conform to this. It is essential that the Board has robust arrangements in place for Corporate Governance, as failure to do so could have legal implications for the Health Board.
Yn unol â WP7, a oedd EqIA yn angenrheidiol ac a gafodd ei gynnal? ***In accordance with WP7 has an EqIA been identified as necessary and undertaken?***	This is not applicable for this report.
Yn unol â WP68, a oedd SEIA yn angenrheidiol ac a gafodd ei gynnal? ***In accordance with WP68, has an SEIA identified as necessary been undertaken?***	This is not applicable for this report.
Manylion am risgiau sy'n gysylltiedig â phwnc a chwmpas y papur hwn, gan gynnwys risgiau newydd (croesgyfeirio at y BAF a'r CRR) ***Details of risks associated with the subject and scope of this paper, including new risks(cross reference to the BAF and CRR)***	The nature of this paper has an impact on the way Corporate Governance is reported and managed in the Health Board.
Goblygiadau ariannol o ganlyniad i roi'r *argymhellion ar waith* ***Financial implications as a result of implementing the recommendations***	The effective and efficient mitigation and management of Corporate Governance has the potential to leverage a positive financial dividend for the Health Board through better integration of risk management into business planning, decision-making and in shaping how care is delivered to our patients thus leading to enhanced quality and less waste
Goblygiadau gweithlu o ganlyniad i roi'r argymhellion ar waith ***Workforce implications as a result of implementing the recommendations***	Failure to capture, assess and mitigate risks can impact adversely on the workforce.
Adborth, ymateb a chrynodeb dilynol ar ôl ymgynghori ***Feedback, response, and follow up summary following consultation***	An iteration of this paper will be submitted to the Health Board on 25 January 2024.
Cysylltiadau â risgiau BAF:	The nature of this paper, inparticular the Section on Corporate Risk Register has an

(neu gysylltiadau â'r Gofrestr Risg Gorfforaethol) ***Links to BAF risks:*** *(or links to the Corporate Risk Register)*	impact on the way the Board Assurance Framework will be reported and managed in the Health Board after the Development of a Risk Management Framework.
Rheswm dros gyflwyno adroddiad i fwrdd cyfrinachol (lle bo'n berthnasol) ***Reason for submission of report to confidential board (where relevant)***	Not applicable
Next Steps: • The Acting Board Secretary to submit a draft Cycle of Business for noting at the Health Board on 25 January 2024.	
List of Appendices: Appendix 1 – Draft Cycle of Business for Planning, Population Health & Partnerships Committee	

Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
Opening Business									
Apologies			✓	✓	✓	✓	✓	✓	
Declarations of Interest			✓	✓	✓	✓	✓	✓	
Minutes from the previous meeting			✓	✓	✓	✓	✓	✓	
Matters arising & Table of actions			✓	✓	✓	✓	✓	✓	
Report of the Chair: • Chair's action • Feedback from Board	This can be used as a placeholder if required (by exception)		✓	✓	✓	✓	✓	✓	
~~Report of the Executive Lead~~		~~Executive Lead~~	~~✓~~	~~✓~~	~~✓~~	~~✓~~	~~✓~~	~~✓~~	
Notification of matters referred from other Committees			#	#	#	#	#	#	
Strategic Priorities									
Strategies for scrutiny prior to submission to Board for approval including:		Executive Lead / Strategic Lead	#	#	#	#	#	#	
Annual Review of Digital Strategy		Chief Digital Information Officer	✓						
Annual Plan 2024/25		Executive Lead			✓	✓	✓	✓	
Transformation Plans		Executive Lead	✓					✓	
Asset Management (non-Estate)		CEO		✓					

Draft for Review

Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
Annual Winter Resilience Planning		Executive Director of Operations			✓				
Annual Flu & Covid Vaccination Plan		Executive Director of Public Health			✓				
Monitoring Strategies on behalf of the Board including:		Executive Lead / Strategic Lead	#	#	#	#	#	#	
Clinical Services Strategy		Executive Medical Director	✓		✓		✓		
Corporate Strategy: Living Healthier, Staying Well (bi-annual refresh)		Executive Lead		✓			✓		
Annual Review of Estates Strategy		Executive Director of Finance					✓		*There will be a need to consider this as an enabler for this Committee. PFIG Committee oversees Finance of Estates Strategy*
NHS Wales Decarbonisation Strategic Delivery Plan 2021-2030		Executive Director of Finance		✓					
No Wrong Door Strategy		IHC					✓		
IMTP / Annual Operational Plan /		Lead Executive	✓	✓	✓	✓	✓	✓	

Draft for Review

Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
Operational Plan Monitoring Report									
~~Annual Review of People & OD Strategy~~		~~Executive Director of People Services~~				~~✓~~			
Mental Health Strategy		Executive Director of Public Health			✓				*Suggest this could be a composite report taken to October meeting*
Learning Disability Strategy		Executive Director of Public Health				✓			
Dementia Strategy		Executive Director of Public Health					✓		
Issues Related to Key Risks									
Board Assurance Framework related to Committee		Board Secretary	✓	✓	✓	✓	✓	✓	
Corporate Risk Register related to Committee		Board Secretary	✓	✓	✓	✓	✓	✓	
Placeholder for any agenda items deriving from the BAF & CRR		Board Secretary	#	#	#	#	#	#	
~~People Report~~		~~Executive Director of People Services~~	~~✓~~		~~✓~~		~~✓~~		
~~Speak Out Safely Report~~		~~Executive Director of People Services~~				~~✓~~			~~Suggest this is included as appendix to People report above~~

Draft for Review

Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
~~Corporate Health at Work~~		~~Executive Director of People Services~~			~~✓~~			~~✓~~	~~Suggest this is included as appendix to People report above~~
Audit Wales Reports to be monitored by Committee			#	#	#	#	#	#	
Partnership Governance Arrangements		Board Secretary	✓			✓			
For Assurance									
Medical & Health Sciences School progress update		Executive Medical Director		✓		✓		✓	
Research & Development Annual Report		Executive Director of Therapies & Health Sciences					✓		*Consider incorporation of Innovation within this report*
University Status Update		Executive Director of Therapies & Health Sciences		✓					
EPRR - Civil contingency / business continuity progress & end of year update (inc Major Incident Plan)		Executive Director of Operations	✓			✓			
Partners Strategy Presentation - T4MH		Executive Director of Public Health	#	#	#	#	#	#	

Draft for Review

Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
Endorse relevant policies reserved for Board approval		Board Secretary	#	#	#	#	#	#	
Agree relevant policies / guidance reserved for Committee approval		Board Secretary	#	#	#	#	#	#	
Policy status update including relevant policies reserved for Executive approval		Board Secretary		✓			✓		
Population Health Assurance Report (Including Adverse Child Experience, Smoking Cessation, Healthy Lives, Well North Wales Inequalities, Alcohol Use, Vulnerable Groups – *scheduling to be advised)*		Executive Director of Public Health	✓	✓	✓	✓	✓	✓	
Digital Assurance Report (inc KPIs)		Chief Digital Information Officer		✓		✓		✓	
CEO Digital Health & Care Wales Update		External (CEO of DHCW)		✓		✓		✓	
Digital Partner Organisations Arrangements (other partners to be identified)		Chief Digital Information Officer							
Partnerships, Engagement & Communications		Director of Partnerships,	✓			✓			

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Planning, Population Health and Partnerships Committee Cycle of Business
(April 2024 – March 2025)

GIG CYMRU NHS WALES | Bwrdd Iechyd Prifysgol Betsi Cadwaladr University Health Board

Item of Business	Purpose	Lead	April 2024	June 2024	August 2024	October 2024	December 2024	February 2025	Notes
Strategic Plan Monitoring Report (inc Consultations & Engagement Outcomes Report)		Engagement & Communications							
Primary Care Assurance Report *(in context of this Committee)*		Executive Director of Operations	✓		✓			✓	
Well Being of Future Generations (WFG Act) Auditor General Wales report and BCUHB response			✓						
Committee Annual Report to Audit Committee		Secretariat						✓	
Review Committee Terms of Reference		Secretariat	✓					✓	
~~Equality Annual Report~~		~~Executive Director of People Services~~			~~✓~~				
~~Workforce (People) Annual Report~~		~~Executive Director of People Services~~							
Welsh Language Service Annual Monitoring Report inc WL Standards		Executive Director of Public Health			✓				
Public Health Annual Report		Executive Director of Public Health				✓			

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Area Planning Board – Substance Misuse Annual Report		Executive Director of Public Health			✓				
~~International Health Annual Report~~								~~✓~~	
Independent Assurance Reviews			#	#	#	#	#	#	
Internal Assurance Reviews			#	#	#	#	#	#	
Chairs Assurance Reports from Strategic and Tactical Delivery Groups: Population Health Delivery Group		Executive Director of Public Health	✓	✓	✓	✓	✓	✓	
Partnership Meetings • Regional Partnership Board • Public Service Board – Gwynedd and Anglesey* • Public Service Board – Flintshire* • Public Service Board – Wrexham* • Public Service Board – Conwy and Denbighshire*		To be confirmed	✓+ ✓* ✓*	✓ ✓	✓ ✓*	✓+ ✓*	✓ ✓* ✓*	✓ ✓* ✓*	NB: Wellbeing plans to be submitted next in 2028 via Committee prior to Board

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• Together for Mental Health Partnership Board • Mid Wales Joint Committee • *= and IHC Director to report Area Integrated Service Board • += invite Head of Collaboration to support RPB item			✓		✓		✓	✓	
Closing Business									
Agree Items for referral to Board / other Committees			✓	✓	✓	✓	✓	✓	
Review of Risks highlighted in the meeting for referral to Risk Management Group			✓	✓	✓	✓	✓	✓	
Agree items for Chairs Assurance Report			✓	✓	✓	✓	✓	✓	
Summary of private business to be reported in public			#	#	#	#	#	#	
Review of Meeting Effectiveness			✓	✓	✓	✓	✓	✓	
Date of Next Meeting			✓	✓	✓	✓	✓	✓	
Part B Rolling Programme of Ad-hoc Items									

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TBC									
TBC									

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