

Betsi Cadwaladr University Health Board (BCUHB)
Confirmed Minutes of the Planning, Population Health and Partnerships
Committee held in Public on 22 October 2024
in the Boardroom, Carlton Court, St Asaph and via Teams

Committee Members Present	
Name	Title
Clare Budden	Independent Member (Chair of PPHP Committee)
Caroline Turner	Independent Member
In Attendance	
Chris Stockport	Executive Director of Transformation and Strategic Planning (Executive Lead)
Jane Moore	Acting Executive Director of Public Health
Helen Stevens-Jones	Director of Partnerships, Engagement and Communications
Dylan Roberts	Chief Digital and Information Officer
Mike Larvin	Independent Member
Pam Wenger	Director of Corporate Governance
Geoff Ryall-Harvey	Chief Officer, Llais North Wales
Dave Harries	Head of Internal Audit (<i>Observer</i>)
Fflur Jones	External Audit (<i>Observer</i>)
Lea Marsden	Programme Director, North Wales Medical School (<i>part meeting</i>)
Sharon Scott	EPRR Lead (<i>part meeting</i>)
Committee Support	
Laura Jones	Project Support Manager (Corporate Governance)
Philippa Peake-Jones	Head of Corporate Affairs

OPENING BUSINESS
<p>PP24/70 Welcome and Apologies</p> <p>The Chair of the Committee welcomed everyone to the meeting including Dave Harries on behalf of Internal Audit, Mike Larvin as an additional Independent Member and Geoff Ryall-Harvey representing Llais. Apologies were provided for Gareth Williams and Billy Nichols.</p>
<p>PP24/71 Declarations of Interest</p> <p>Mike Larvin declared an interest in relation to the North Wales Medical School, no other declarations of interest were raised.</p>
<p>PP24/72 Unconfirmed Minutes of Meeting held on 20.08.24</p> <p>It was agreed that the minutes of the meetings held on 20.08.24 were a true and accurate record subject to the following amendment: - item PP24/54.1 amend “A new National immunisation framework is being introduced” to “has been introduced”.</p>
<p>PP24/73 Matters Arising & Action Log</p>

The Committee reviewed the action log and agreed to close the actions that were proposed for closure. It was confirmed that actions proposed for closure would remain on the action log in grey for an additional meeting before being removed to provide a line of oversight.

STRATEGIC PRIORITIES

PP24/74 Developing our Partnerships (Perspective from Llais North Wales)

The Chair welcomed the Chief Officer for Llais North Wales stating that part of the remit of the Committee relates to partnership working noting that the aim of the discussion was to better understand the role of Llais including any issues they may be facing and how we can work better together.

In presenting to the Committee, the Chief Officer for Llais North Wales highlighted:

- Llais is a statutory body funded by Welsh Government and was previously known as the Community Health Council.
- Llais is made up of a number of volunteers and the remit is based on a national programme.
- A framework is being established and the team are currently involved in areas of work which include site visits, complaints, staff, patient and public engagement.
- Llais work closely with the Health Board and share information they collate; some recent feedback was based around the discomfort of long waiting times in Emergency Departments (ED) and patients being open to travelling across North Wales to receive treatment more quickly.
- The team are working on several initiatives including linking in to Special Measures, the Royal College of Psychiatrists Review and the business case for the Llandudno Hospital Orthopaedic Hub.
- The team are also working on engagement opportunities and engage with approximately 1000-1200 people every month.
- There is a focus on links with Social Care and a Health & Social Care Summit is due to take place shortly.

As part of the discussion, the Committee:

- Recognised the need to develop links and create proposals in relation to the provision of Social Services
- Identified the need to consider feedback received via Llais in relation to service change and transformation such as patients willing to travel to access services in a more timely manner and addressing the issue of discomfort for patients waiting in ED.
- Reflected on the different aspects of the responsibilities of Llais and how this could be received by the Committee.
- Acknowledged the open and honest dialogue between Llais and the Health Board in terms of assurance and raising serious issues.
- Appreciated the request for stronger connection into the transformation programme.

Actions:

- PP24/74.1 Llais to provide a paper relating to the patient experience perspective to be included on the QSE/PPHP cycle of business on an annual basis (transfer log)

- PP24/74.2 Chief Officer for Llais North Wales to share the Llais monthly report on a regular basis.

PP24/75 Partnerships, Engagement and Communications Update

Members received the report and noted the progress. In presenting the report, the Director of Partnerships, Engagement and Communications highlighted:

- Work taking place is aligned to the three year plan and the annual objectives.
- A review of membership at the Regional Partnership Board (RPB) and Public Service Board (PSB) is currently taking place.
- The engagement of the team with partners and the positive impact this has on reporting.
- Improvements relating to the Stakeholder Reference Group (SRG) which has seen a renewed membership and growth in terms of forward looking and shaping the work of the Health Board.
- Progress in correspondence with politicians and a significant decrease in the time taken to respond.
- Development in the engagement space including support from Llais, pulse surveys across the organisation, staff workshops and bringing champions together.
- Progress from the Communications team in relation to a content plan approach to the website, stories and social media linked to the forward plan of the organisation.

As part of the discussion, the Committee:

- Recognised the work taking place in relation to the RPB and PSB with the aim of ensuring the right people attend and link back at a senior level to ensure we are engaging in an effective manner to gain value.
- Considered the need to start moving forward from an engagement stage into an influence stage in terms of connecting the feedback from the SRG and partners into the planning and priorities space.
- Discussed the use of pop-up health events and how these could link to assessing well-being within local areas and provide opportunities for people to discuss health issues.

Actions:

- PP24/75.1 Director of Corporate Governance to share the paper that went to the Executive Team on the Regional Partnership Board (RPB) and Public Service Board (PSB).
- PP24/75.2 Invite Nia Roberts, Vice Chair of the Joint Commissioning Committee (JCC) to attend a future meeting for a specific item and feedback.
- PP24/75.3 Director of Partnerships, Engagement and Communications to provide a reflection paper at the end of the year on the business that has been conducted by the Stakeholder Reference Group (SRG).

It was resolved that the Committee:

- Received **ASSURANCE**
- **DISCUSSED** and **NOTED** the paper

PP24/76 Review of Well-being Objectives

Members received the report and noted the progress in relation to the review of Well-being Objectives. In presenting the report, the Executive Director of Transformation and Strategic Planning highlighted:

- The work taking place focuses on the changes required to the well-being objectives in relation to fair working and sustainability by the end of quarter 3, a wider refresh is also required which aligns to the discussions around the ten-year plan.
- The paper focused on fair work and sustainable procurement and it was noted that the work of the Task & Finish Group is moving forward.
- A definition of fair work had been included in the paper following a previous action.
- Work continues in relation to the PSB, adult social care and modern slavery and this will develop through quarter 3.
- There has been good staff engagement across all fields within the Health Board.
- There is a need to understand the budget impact of some components and this is being discussed with Finance colleagues.

As part of the discussion, the Committee:

- Queried the work that is taking place in relation to deprived areas, health inequality and young people having apprenticeship opportunities.
- Highlighted the role of the Committee in relation to fair work is to receive assurance around the process and mechanism to align to the strategy. The People & Culture Committee need to be involved in discussions around what is being done within the organisation to address fair work.
- Considered the health and well-being profile of the future workforce and the need to establish young people within the workplace to protect the future of health services.
- Contemplated the timeframe for the work relating to the strategic plan and the opportunity to engage with the Committee to ensure the feedback links in to the longer-term strategy.

It was resolved that the Committee:

- **RECEIVED** the report and offered guidance on work underway to review the Health Board's well-being objectives.

Lea Marsden joined the meeting

PP24/77 North Wales Medical School

Members received the report and noted the progress in relation to the North Wales Medical School. In presenting the report, the Programme Director for the North Wales Medical School highlighted:

- This is the initial formal report that the Committee has received in relation to the North Wales Medical School.
- The timeline was established with Bangor University. The original plan was to launch in 2025 and the University subsequently launched the school a year earlier.

- There has been productive collaboration with the University and positive feedback from the first intake of students.
- The current curriculum provides students with early exposure to primary care and the flow through to secondary care, going forward the medical school seek to align the curriculum with the Health Board strategy.
- A business case based around the capital and revenue investment arising from the Medical School is in development and has considered estates across the organisation including general practices; recognised that current accommodation may be a barrier.
- The Medical School provides a catalyst for research and innovation in collaboration with Bangor University.
- There is a focus on pathways from education into employment including internships.
- A link with the careers fayre in Bangor University to promote a broad spectrum of career options within the Health Board including health and care professions as well as corporate careers.

As part of the discussion, the Committee:

- Agreed on the importance of getting the business case approved to support long term sustainability and address risks linked to the programme.
- Discussed the support provided by the Health Board, in partnership with Cardiff for students in Liverpool and Manchester as well as North Wales.
- Highlighted the need for students to understand the impact of population health and agreed that there is potential for innovation as the curriculum is revised to align with the annual plan.
- Agreed that the condition of facilities including GPs is poor and this needs to be address to ensure students can train and remain in North Wales.

Actions:

- PP24/77.1 Acting Executive Director of Public Health and Independent Member Mike Larvin to meet and discuss opportunities for Public Health research innovation within the curriculum.
- PP24/77.2 Have a wider discussion around the Medical School at a Board Development session ahead of this going to the Performance, Finance and Information Governance Committee in January 2025 and Board in March 2025.

It was resolved that the Committee:

- Were **ASSURED** on the progress to establish the North Wales Medical School and partnership working with Bangor University.

Lea Marsden left and Sharon Scott joined the meeting

FOR ASSURANCE

PP24/78 Civil Contingencies - Emergency Preparedness, Resilience and Response (EPRR) Progress Report

Members received the report and noted the progress in relation to Civil Contingencies. In presenting the report, the EPRR Lead highlighted:



- The paper provides a level of assurance that planning is taking place in relation to business continuity.
- Work has been taking place to review the current arrangements across the organisation and assess plans and policies in place within the IHCs and corporate services.
- A High Consequence Infectious Disease Strategic Planning Group has been established to work with the health protection team to ensure plans and pathways are in place to deal with issues including Mpox.
- Recruitment is taking place for senior posts to support winter planning, resilience and major incidents.
- Training is taking place to strengthen knowledge and support on call training needs.
- Winter planning is taking place and work continues with Integrated Health Communities (IHCs) to ensure robust plans are in place.

As part of the discussion, the Committee:

- Discussed linking in with joint training events across North Wales to ensure good partnership working, it was confirmed that engagement is taking place in this space and there is a need to work closely with key partners agencies.
- Highlighted concern in relation to the deferment of the Civil Contingencies Internal Audit and suggested that the need for related risks to be reviewed.
- Agreed the need to re-establish good principles and practices in relation to EPRR by having key plans in place and recognising the big risks such as cyber security.
- Established that this is the start of the journey, robust arrangements need to be embedded to allow the team to move into a more strategic space.

Action:

- PP24/78.1 EPRR Lead to review the Corporate Risk Register with the Head of Risk Management

It was resolved that the Committee:

- **NOTED** the content of the report for assurance.

Sharon Scott left the meeting

PP24/79 Public Health Delivery Report

This item was covered in the discussion of item PP24/81.

PP24/80 Influenza (Flu) Vaccination Uptake Update Report

Members received the report and noted the progress in relation to the Flu Vaccination Uptake. In presenting the report, the Acting Executive Director of Public Health highlighted:

- There has been a good start to the campaign and approximately 3000 members of staff have already received the vaccine.
- GPs and community pharmacists are involved in the process and these services will be included in the vaccination model for next year.

It was resolved that the Committee:

- **NOTED** the content of the report.
- **ENDORSED** the planned approach to improve flu vaccine uptake across the workforce and eligible North Wales population.

PP24/81 Health & Wellbeing Profile of the North Wales Population Update

Members received the report and noted the progress in relation to the Health & Wellbeing profile. In presenting the report, the Acting Executive Director of Public Health highlighted:

- It was agreed at Board that there is a need to start assessing preventative measures and considering what health issues we should be addressing within the local communities.
- The need to link population data with clinical data to highlight disparities within care and emergency settings.
- Areas of health that may cause challenges in the future including long term chronic conditions, deprivation and the mental health and well-being of young people.

As part of the discussion, the Committee:

- Highlighted the demographic changes and how this may cause challenges in the future in terms of the workforce within the health service.
- Identified that health needs differ across areas and there is a need to link in with Local Authorities and services.
- Confirmed that the data needs to inform the strategic planning process and the public health plans need to be linked to this to allow the organisation to understand the impact of the work being completed.
- Agreed the need to understand all areas including resource, funding and investment into prevention and how the organisation can get to a place where new funding is being invested into areas that have an impact on population health.
- Concluded that a regular update on Public Health should be presented to the Committee for assurance which aligns to the annual plan and strategy to allow the Committee to focus on longer term actions.

Action:

- PP24/81.1 Acting Executive Director of Public Health to present a Public Health Delivery Report / Improvement Plan to the Committee at every other meeting, the cycle of business will be amended to reflect this.

It was resolved that the Committee:

- **NOTED** the updated summary; and
- **RECEIVED** the recommendation that further updates are provided to the Committee on a regular basis.

ROUTINE REPORTING

PP24/82 Corporate Risk Register Report

Members received the report and noted the progress in relation to the Corporate Risk Register. In presenting the report, the Director of Corporate Governance highlighted:

- A Risk Scrutiny Group has been established under the Executive Team to provide a more detailed review of risks and Nicola Jones will join the meetings to allow the Board Assurance Framework to be shaped with input from Internal Audit.
- Where the Board agreed that risks are within tolerance, the risks will be shared but not included as an agenda item at Committee meetings, this is being discussed at the Chairs Advisory Group on 30.10.24 and if agreed will be replicated for all Committees.

As part of the discussion, the Committee:

- Welcomed the approach and were assured by the work taking place and noted the earlier discussion of the need to review the risks related to EPRR

It was resolved that the Committee:

- **RECEIVED ASSURANCE** for the four (one private) corporate risks to which the Committee has overall accountability.

FOR INFORMATION

PP24/83 Committee Forward Workplan

The Chair highlighted that the Corporate planning update had been deferred to the December meeting. It was noted that there is a need for members to feel engaged and work collaboratively therefore it was suggested the private session of the December meeting could be scheduled to allow for the draft Annual Plan to be considered as a workshop style item.

CLOSING BUSINESS

PP24/84 Agree Items for Referral to Board / Other Committees

It was agreed that the following should be referred to the Board:

- Wider strategic discussions around the North Wales Medical School
- Reporting on the well-being objectives as part of the longer term strategic plan
- The work on Emergency Preparedness, Resilience and Response

PP24/85 Review of Meeting Effectiveness

It was agreed that there had been a good balance of items for discussion.

PP24/86 Date of next meeting

Tuesday 10th December 2024, 9.30-12.30pm