



Healthcare Professionals Forum (HPF)
Minutes of the meeting held on Friday 6th June 2025 via Microsoft Teams

	<u>13.09.24</u>	<u>06.12.24</u>	<u>HPF/IMTP Planning Workshop 06.12.24</u>	<u>07.03.25</u>	<u>06.06.25</u>
Executive Health Board Lead Officer – Teresa Owen	A	P	A	P	P
<u>Welsh Medical Committee:</u>					
Primary and Community Care Medical Representative – Dr Tim Davies	P	P	P	P	P
Mental Health Medical Representative – Faye Graver	A	A	A	P	P
Specialist and Tertiary Care Medical Representative – Vacant	◆	◆	◆	◆	◆
<u>Welsh Nursing and Midwifery Committee:</u>					
Community Nursing and Midwifery Representative – Emma Adamson (Chair HPF)	P	P	A	P	P
Hospital Nursing and Midwifery Representative – Naomi Holder	A	P	P	P	A
<u>Welsh Health Professions Committee:</u>					
Therapies Representative – Steven Grayston	A	P	P	◆	◆
Allied Health Professions Representative – Dawn Leoni	◆	◆	◆	P	A
<u>Welsh Scientific Advisory Committee:</u>					
Scientific Representative – Jane Wild (Chair HPF)	P	P	P	P	P
<u>Welsh Optometric Committee:</u>					
Optometry Representative – Manon Haf	P	P	P	P	◆

Optometry Representative – Geraint Allport	◆	◆	◆	◆	P
<u>Welsh Dental Committee:</u>					
Dental Representative – Jeremy Williams	A	X	X	P	P
<u>Welsh Pharmaceutical Committee:</u>					
Hospital and Primary Care representative – Sarah Kingman	P	P	P	P	P
Community Pharmacists Representative – Sally Harris	P	P	P	P	P
<u>Guests in attendance:</u>					
Ffion Johnstone, Programme Director - Foundations for the Future					P*
Rob Ellis, Head of Innovation and Analytics (on behalf of Dylan Williams, Assistant Director, Health Strategy Planning)					P*
Stuart Keen, Director of Environment and Estates					P*
<u>Corporate Governance Directorate:</u>					
Executive Business Manager - Llinos Roberts	A	A	A	P	A
Secretariat HPF - Rona Newton	P	P	P	A	P

Key:

P - In attendance / **P*** - Present for part meeting / **A** – Apologies submitted

X – Not in attendance / **MC** – Meeting cancelled

◆ Not a member of the Healthcare Professionals Forum at this time/Vacant post

It was noted that the meeting was recorded for administration purposes.

H25/12 Welcome, introductory remarks and apologies

H25/12.1 The Chair Emma Adamson opened the meeting, noting it was her first time chairing the HPF.

Teresa Owen (Executive Lead HPF) formally welcomed Emma as the new Chair and thanked Jane Wild for her previous leadership.

The Chair extended a warm welcome to the new Optometry Representative, Geraint Allport.

H25/12.2. The members introduced themselves, including their roles and affiliations.

H25/12.3 Apologies received from:

Naomi Holder, Hospital Nursing and Midwifery Representative.

Dawn Leoni, Allied Health Professionals Representative.

<p>H25/13 Declarations of Interest</p> <p>No declarations of interest were received.</p>	
<p>H25/14 Draft minutes of previous meeting held on Friday, 7 March 2025 - for approval</p> <p>The minutes of the meeting held on 7 March 2025 were accepted as a true and accurate record of the meeting.</p>	
<p>H25/15 Matters arising and summary action plan</p> <p>H25/15.1 The action log was reviewed and updates noted on various items, including expressions of interest for vacant roles. The clinical supervision document item is now closed.</p> <p>H25/15.2 The outstanding membership updates were received during the tabled agenda item (H25/19 Membership update).</p>	
<p>H25/16 Foundations for the Future</p> <p>The Chair welcomed Ffion Johnstone, Programme Director for Foundations for the Future to the meeting. A presentation was shared with the members which highlighted the following aspects of the programme:</p> <ul style="list-style-type: none"> • A six-step methodology (Discover, Design, Deliver). • Five workstreams: Strategy, Culture, People, Structures, and Processes. • Two proposed structural configurations for clinical services. • Emphasis on reducing silo working and improving integration across primary, community, and secondary care. • Feedback was invited on the proposed models, particularly around pharmacy, mental health, and patient pathways. <p>A discussion ensued incorporating the following points:</p> <ul style="list-style-type: none"> • Concerns about the nature of silo working of pharmacy services. • Importance of continuity across primary, secondary, and tertiary care. • Digital transformation and communication with patients. • Engagement with service users and stakeholders in future planning. <p>The Chair thanked Ffion Johnstone for joining the meeting and sharing an interesting and comprehensive update on the Foundations for the Future programme.</p> <p>[Ffion Johnstone left the meeting]</p>	
<p>H25/17 Special Measures Update.</p> <p>The Chair welcomed Rob Ellis, Head of Innovation and Analytics who joined the meeting on behalf of Dylan Williams, Assistant Director Health Strategy Planning who had previously sent apologies.</p> <p>An update was provided on the following aspects:</p> <ul style="list-style-type: none"> • Integration of special measures into the Annual Delivery Plan. 	

- Progress in governance, workforce planning, and quality management.
- Emphasis on long-term planning and value-based healthcare.
- Encouragement for HPF members to engage in shaping future services.

A discussion ensued noting the following points:

- Recruitment challenges and succession planning.
- Bureaucracy and delays in service transformation.
- Interest in AI tools for clinical documentation.
- Concerns about lack of investment in primary care estate

The Chair thanked Rob Ellis very much for stepping at short notice to present the update on Special Measures.

[Rob Ellis left the meeting]

H25/18 Chair and member's summary updates

H25/18.1 Chair and Community Nursing and Midwifery (Emma Adamson)

- Pilot to improve triage in maternity assessment units.
- Establishment of a Maternity and Neonatal Safety Support Programme.
- Development of a Women's Health Hub, focusing on menopause, menstrual and contraceptive health.

H25/18.2 Community Pharmacy (Sally Harris)

- Rollout of Electronic Prescription Service (EPS).
- Mandatory inclusion of sore throat and UTI services in community pharmacy.
- Ongoing challenges with mentorship and training placements.

H25/18.3 Dentistry (Jeremy Williams)

- Concerns over the new dental contract and its impact on continuity of care.
- Risks associated with the Dental Access Portal (DAP).
- Potential for increased contract hand backs due to loss of autonomy.

H25/18.4 Pharmacy (Sarah Kingman)

- Recognition of the Medicines Information Service.
- Progress towards Royal College status for pharmacy.
- International partnership work in antimicrobial stewardship.
- Concerns about EPS scope and access to controlled drugs.

H25/18.5 Mental Health & Learning Disabilities (Faye Graver)

- Progress on Electronic Health Records (EHR) for MHLD.
- Controlled drug licences obtained for substance misuse services.
- Ongoing issues with out-of-area placements and medical recruitment.

H25/18.6 Healthcare Science (Jane Wild)

- Successful national Healthcare Science Conference held in North Wales.
- Launch of national career frameworks and research strategy.
- Local network development and engagement.

H25/18.7 Optometry (Report provided by Manon Haf)

- Implementation of new contract and pathways.
- Concerns about workforce capacity and lack of electronic patient records.
- Call for a School of Optometry in North Wales.

H25/18.8 Primary and Community Care (Tim Davies)

- National concerns around AI, assisted dying, and weight loss medications.
- Lack of investment in GP estate and recruitment challenges.
- Issues with PSA testing and antibiotic prescribing

<p>H25/18.9 Allied Health Professionals (Report provided by Steven Grayston)</p> <ul style="list-style-type: none"> • AHPs celebrated multiple national awards and research achievements, including leadership in cerebral palsy care and Parkinson’s research. • Key policy developments include new supervision and MSK Fit Note procedures, and a governance framework for consultant practitioners. • The AHP collaborative continues to grow, focusing on integrated care, training, and strategic planning aligned with national health priorities. 	
<p>H25/19 Membership update</p> <p>The following membership update summary was provided by Llinos Roberts, Executive Business Manager (apologies noted) for information:</p> <p>Chair Appointment:</p> <ul style="list-style-type: none"> • Emma Adamson has been officially appointed as Chair of the Healthcare Professionals Forum (HPF) and Associate Member of the Board. • Her term will run for two years, ending on 12 May 2027. • Emma will continue to represent Community Nursing and Midwifery. <p>Vice Chair Recruitment:</p> <ul style="list-style-type: none"> • Expressions of Interest for the Vice Chair role will be sought from within the HPF membership. • The recruitment process is proposed to begin as soon as possible. <p>Optometry Representation:</p> <ul style="list-style-type: none"> • Geraint Allport has been nominated by the North Wales Regional Optometric Committee as their representative on the Forum. • Manon Haf will act as deputy when required. • The Forum expressed thanks to Manon Haf for her continued support. <p>Specialist and Tertiary Care Medical Representative:</p> <ul style="list-style-type: none"> • This position remains vacant. • Despite seeking Expressions of Interest, no applications have been received. • The matter is being actively pursued with the Interim Executive Medical Director to identify a suitable representative. 	
<p>H25/20 Terms of Reference/Cycle of Business - for comment/approval</p> <ul style="list-style-type: none"> • The Terms of Reference and Cycle of Business was reviewed and approved by the members. 	
<p>H25/21 Estates Strategy Update.</p> <p>The Chair welcomed Stuart Keen, Director of Environment and Estates for an update on the Estates Strategy. A number of presentation slides were shared outlining the following:</p> <ul style="list-style-type: none"> • An overview of the BCUHB estate and its challenges. • Plans for rationalisation, decarbonisation, and integration with clinical strategies. • Emphasis on working with partners and improving digital infrastructure. <p>A discussion ensued and the following points were raised:</p> <ul style="list-style-type: none"> • Lack of investment in GP premises. • Need for better planning around population growth and housing developments. 	

- Support for digital consultation spaces.

The Chair thanked Stuart Keen for joining the meeting and for sharing the current Estates strategy, and the members for their engagement and feedback.

[Stuart Keen left the meeting]

H25/22 - To be received for information :

H25/22.1 Minutes of the **Quality, Safety and Experience Committee (QSE)** held on 20 February 2025 and 1 May 2025 – noted for information

H25/22.2 Minutes of the **Planning, Population Health and Partnership Committee (PPHPC)** held on 18 February 2025 – noted for information

H25/23 Summary of information to be included in Chair's report to the Board

The Forum wish to advise members of the Board that:

1. HPF noted several challenges raised by the Dental Advisory Group Representative including:

- A lack of meaningful response by the dental contract team in relation to the contract variations for 2025/2026
- The use of the Dental Access Portal is a significant shift from the existing delivery model of NHS care. Excepting a few specific circumstances, patients will access care via the Portal for non-urgent care, or NHS 111 for urgent care. The Portal will allocate a place as they become available, however the Portal continues to register patients at a rate that exceeds practice requests.

2. The HPF noted challenges related to Out of Area placements highlighted by the Mental Health and Learning Disabilities Representative. Whilst there has been some reduction in these placements as a result of targeted efforts, use has plateaued at a level that remains unsustainable from a clinical and financial perspective. An improvement plan has been developed.

3. As part of the members reports update, the HPF discussed the ongoing challenges related to the implementation of the Electronic Prescribing System (EPS). Whilst the potential benefits are significant there remains some uncertainty regarding the extended scope or consideration of new services such as the EPS instalment prescriptions for the substance misuse service. The lack of a resolution nationally with GP dispensing practices also means a large number of practices in BCUHB have not signed up for EPS. It has also been identified that there may be instances where there is a lack of urgency of 111 prescription requests via EPS.

4. HPF noted ongoing recruitment process challenges across all professional groups.

5. HPF noted Optometry challenges including a lack of a Pan BCUHB Clinical Lead, no Eye Care Collaborative Group or local eye care groups in West and East.

H25/24 Date of next meeting: Friday 19 September - 9.30-12.30 via MS Teams

Meeting Dates 2025/26	Deadline for Reports		
Friday 19 September 2025	Wednesday 3 September 2025		
HPF/IMTP Workshop November/December 2025 – Date TBC	N/A		
Friday 5 December 2025	Wednesday 19 November 2025		
Friday 6 March 2026	Wednesday 18 February 2026		