



Healthcare Professionals Forum (HPF)

Minutes of the meeting held on Friday 1st December 2023 via Microsoft Teams

	<u>02.06.23</u>	<u>01.09.23</u>	<u>01.12.23</u>	<u>Workshop 01.12.23</u>	<u>01.03.24</u>
Executive Health Board Lead Officer – Gareth Evans	P	P	P	P	
<u>Welsh Medical Committee:</u>					
Primary and Community Care Medical Representative – Dr Tim Davies	P	P	P	P	
Mental Health Medical Representative – Faye Graver	(MAT LV)	A	P	P	
Specialist and Tertiary Care Medical Representative – Dr Chris Thorpe	X	X	X	X	
<u>Welsh Nursing and Midwifery Committee:</u>					
Community Nursing and Midwifery Representative – Emma Adamson (Vice Chair HPF)	P	P	P	P	
Hospital Nursing and Midwifery Representative – Naomi Holder	A	A	P	P	
<u>Welsh Therapies Advisory Committee:</u>					
Therapies Representative – Steven Grayston	A	P	P	P	
<u>Welsh Scientific Advisory Committee:</u>					
Scientific Representative – Jane Wild (Chair HPF)	P	P	P	P	
<u>Welsh Optometric Committee:</u>					
Optometry Representative – Manon Haf	A	P	P	P	
<u>Welsh Dental Committee:</u>					
Dental Representative - Ian Douglas	A	P	◆	◆	
Dental Representative – Jeremy Williams			A	A	

Welsh Pharmaceutical Committee:					
Hospital and Primary Care representative – Sarah Kingman	◆	A	P	P	
Community Pharmacists Representative – Sally Harris	P*	P	P	P	
Guests in attendance:					
Teresa Owen, Executive Director of Public Health			P*		
Jane Moore, Deputy Director of Public Health			P*		
Carol Shillabeer, CEO			P*		
Office of the Board Secretary - Observer					
Philippa Peake Jones, Head of Corporate Affairs			P		
Secretariat HPF - Rona Newton	P	P	P	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

It was noted that the meeting was being recorded in Teams for administrative purposes only.

H23/39 Welcome, Introductions and Apologies

H23/39.1 The Chair opened the meeting and welcomed those present.

H23/39.2 Apologies received and noted:

Jeremy Williams, Dental Representative (First tenure commenced 13.09.23)

H23.39.3 The Chair extended a special welcome to Teresa Owen, Executive Director of Public Health and Jane Moore, Deputy Director of Public Health, and introductions were made from the members of the HPF present at the meeting.

H23/40 Declarations of Interest

H23/40.1 No declarations of interest were made.

H23/41 Draft minutes of previous meeting held on 1 September 2023 - for approval.

H23/41.1 The Forum members accepted the minutes of the meeting held on 1st September 2023 as an accurate record of the meeting.

<p>H23/42 Matters arising and summary action log</p> <p>H23/42.1 Updates were provided for incorporation into the summary action log.</p>	
<p>H23/43 Public Health update – Teresa Owen, Executive Director of Public Health and Jane Moore, Deputy Director of Public Health</p> <p>The Chair welcomed Teresa Owen returning to the HPF once again, who in turn introduced her new Deputy Director of Public Health, Jane Moore.</p> <p>The group engaged in a discussion specifically relating to changing the pathways around diabetes, how the Health Board can prioritise a programme of work and how the pathways can be improved going forward.</p> <p>In summary, diabetes is a challenging and complicated issue and in order for the biggest impact on patients and outcomes, everyone needs to work together in a move towards prevention and intervention to resolve the systems problem.</p> <p>The Chair thanked both the guest speakers for joining the meeting and thanked the members for the interesting and engaging conversation. The Chair offered the support and input of the HPF to contribute to the prioritisation of the forward work plan and strategic approach going forward.</p> <p>[Teresa Owen and Jane Moore left the meeting]</p>	
<p>H23/44 Chair and member written updates</p>	
<p>H23.44.1 HPF Member Summary Report_Chair and HCS</p> <p>Members received the Chair and Healthcare Science representative written summary for information from Jane Wild and noted the following:</p> <p>Good news to share:</p> <p>A BCUHB audiologist was recognised with an award at the recent British Academy of Audiology (BAA) international conference. Matt recently completed his advanced practice training in Vestibular Audiology (diagnostics and rehabilitation for adults with balance disorders) and was nominated for the award by examiners due to his excellent performance during his practical exams.</p> <p>Key Issues for Attention of HPF:</p> <p>The new HCS network at BCUHB is holding its first meeting and launch on Friday 14th December. Rob Orford, Chief Scientific Adviser for Health in Welsh Government will be attending the launch. Terms of Reference have been developed and John Day, Consultant Clinical Scientist has agreed to Chair the network during this initial phase.</p> <p>The network <i>aims to ensure a collective Healthcare Science contribution to support both the ambition of BCUHB and that of the National Healthcare Science programme</i> and will bring together HCS professionals from across BCU. It is hoped that the network will feed into updates and issues presented in the HCS report to HPF.</p>	

As Chair of HPF I have attended the following since last HPF meeting in Sept 2023:

28/09/2023 – Health Board meeting

27/10/2023 – Quality, Safety and Effectiveness Committee

Meetings scheduled prior to Sept HPF meeting

30/11/2023 – Health Board meeting

H23.44.2 HPF Member Summary Report_Community Nursing

Members received the Community Nursing representative written summary for information from Emma Adamson and noted the following:

Good News to Share:

BCUHB Perinatal Conference took place on the 8th November and was attended by colleagues from BCUHB maternity, neonatal and public health teams. Speakers included leads for both local and national work streams and was supported by the Royal College of Midwives

New midwifery streamliners all now in post

Key Issues for attention of HPF:

Homebirths continue to be suspended, however paper produced to request reimplementation, approved at Women's QSE and Board and HB Operational Leadership Team. Will now be presented to the Executive Team for approval with the aim of reimplementation in Q4

MatNeoSSP:

Phase 2 elements for National Prioritisation under discussion

Three transitional elements agreed – ATAIN, MEOWS and PERIPrem

H23/44.3 HPF Member Summary Report_Community Pharmacy

Members received the Community Pharmacy representative written summary for information from Sally Harris and noted the following:

Key Issues for attention of HPF:

- Out of stocks – limitations of law mean that we are unable to substitute out of stocks for equivalents. Most recent example is Zapain being unavailable – if it had been prescribed as co-codamol 30/500 then we would have a range of options to supply. Ideally, an alternative should be offered, but it is not always possible due to lack of clinical information and the transient nature of items

being in/out of stock. Short-term solution is great collaboration between surgery and pharmacy – a direct number to sort the new Rx immediately will help. Long-term solution needs to be a change in the law so that pharmacists are able to change form/brands or double up on strengths to make the equivalent.

- DPP availability – the IP acute conditions service relies on pharmacists being able to access a DPP to train them. There is funding to support this and once an IP is trained there will be a reduction in acute conditions reaching the GP.
- Lack of NHS Dentists – desperate patients seeking help with their urgent dental problems. It is inappropriate for IP pharmacists (and GPs?) to prescribe antibiotics for dental infections. Patients report that 111 does not give them a suitable solution.

H23.44.4 HPF Member Summary Report_Dental

Members received the Dentistry representative written summary for information from Jeremy Williams and noted the following:

Good News to Share:

The Dental Academy in Bangor is up and running and fulfilling its brief. Greenacres Orthodontics in Connahs Quay has also joined as one of the first Academy practices.

A tender process is nearing completion to replace lost NHS provision in North Wales. Contracts to be announced imminently.

Despite the pressures on dental practices in the BCU area we are continuing to see an increase in access compared to last year.

Key Issues for attention of HPF:

Recruitment of all dental staff continues to be a major issue in dentistry in the GDS.

In secondary care, our only Restorative Consultant has resigned so we now have NO secondary care restorative support in North Wales.

In secondary care Orthodontics we are 50% down on consultant capacity with multiple adverts not having been successful.

The uncertainty over the interim reform contract and the impending new GDS contract remains destabilising for practices. Contract hand backs and the effect on access to NHS care for patients remains a risk.

I would welcome support for inclusion of some North Wales practices on the WERO scheme for Dental Foundation Training.

H23.44.5 HPF Member Summary Report_Hospital Nursing

Members received the Hospital Nursing representative written summary for information from Naomi Holder and noted the following:

Good News to Share:

Success Celebrated and innovation shared at Infection Prevention Conference

Success stories and innovative approaches to infection prevention were shared at the inaugural BCUHB Infection Prevention conference in October. Around 100 delegates too part in the showcase at Faenol Fawr. The agenda included presentations from staff across North Wales who made valuable contributions to IPC, as well as information stands from IPC suppliers and a drop-in flu vaccination clinic.

There was great attendance from a wide range of staff who make a difference to you IPC objectives. It was great to see representation from all three of the IHCs. The event was supported by Awyr Las

Key messages included a 'Back to Basics' approach for IPC whilst making sure we are prepared for the future and a rise in respiratory infections during the winter. The day evaluated really well and three are plans in progress for an even larger event next year.

Chief Nursing Officer (Wales) Conference / National Awards

Delegates attended the CNO conference in October where the theme and focus was the wellbeing of the profession. This was pledged as being achieved through physical, emotional, work-life balance and fostering a supportive workplace culture.

The runners up of the RCN/Betsi Cadwaladr Foundation Scholarship Award were present at the conference to collect their award and certificate, from the CNPO. This was the Central Area School Based Immunisation Team and their prize money will go towards the purchasing of additional resources to support the immunisation experience of children within Central IHC Special Schools.

Lucie Parry, Paediatric ANP was awarded the CNO for Wales and RCN Betsi Cadwaladr Foundation Award in recognition of excellence in the field of research. Lucie has worked to establish multi professional research model which is not only driving improved treatment outcomes and care for our patients but is supporting our workforce recruitment and retention agenda by incorporating time to participate in an active research portfolio within the job plans right across our staffing profile from A&C roles to HCA, Practice Nursing, Advanced Practitioners and Medics.

These are highly coveted national awards, which whilst we might share a namesake, is not directly associated to the Health Board.

Key Issues for Attention of HPF:

All Wales Competency Framework for Registered HCPs completing DNACPR (section 5)

H23/44.6 HPF Member Summary Report_MHLD

Members received the Mental Health Medical representative written summary for information from Dr Faye Graver and noted the following:

Good News to Share:

- 111 press 2 services went live in BCUHB in January 2023. The service provides 24/7 urgent mental health support to people across North Wales. The National Collaborative Commissioning Unit (NCCU) carried out a peer review of the service in October 23, with interviewers reporting that they were impressed with the provision. The NCCU highlighted that it was the best peer review they had carried out to date, noting exemplary practice that should be shared across Wales.
- The Perinatal Service has significantly expanded since its inception in 2017 through successfully attracting Service Improvement Funding (SIF) and working to develop and improve in line with the Royal College Psychiatry (RCPsych) CCQI Community Perinatal Standards. The service is a member of the RCPsych Perinatal Quality Network and has to date had two peer reviews. Services are required to be 100% compliant with Type 1 standards, 80% compliant with Type 2 standards and 60% compliant with Type 3 standards to become an accredited service. As of July 2023, the BCUHB Perinatal Service was 91% compliant with Type 1 standards, 82% compliant with Type 2 standards and 83% compliant with Type 3 standards.
- The Division have been successful in obtaining approval of our outline Ablett Redevelopment Business Case from Welsh Government for a new world class Mental Health facility on the Ysbyty Glan Clwyd, Bodelwydden site.
- Significant investment and support from Welsh Government with Substance Misuse Services (SMS) nationally has meant that Buvidal (long-acting buprenorphine injection) has continued to be made available to service users with excellent response and recovery outcomes. There are ~350 service users opting for Buvidal in treatment in BCUHB SMS at present.
- The North Wales Harm Reduction Service have partnered with the BCUHB Specialist Blood Borne Virus pharmacist to create a 'community treatment' pathway. This pathway enables rapid testing and treatment in the community with linkage to treatment. In addition, a successful joint bid with pharmacy has secured funding for a limited time for use of a Point of Care Testing (POCT) machine to facilitate rapid testing and treatment.
- Work streams for the delivery of the Learning Disability Strategy are defined with agreed Terms of Reference and defined project plans. This work includes delivery of fit for purpose inpatient care units with a focus on treatment and assessment.
- Learning Disabilities service, Foelas ward received the Nursing Time Awards in 2022 for an initiative that dramatically improved the care of patients.
- Learning events in MH&LD continue to be held to ensure the learning from serious incident reviews is shared and embedded across the whole Division. As part of Special Measures, and as BCUHB progress the development of a "Learning Organisational" Framework, the Division will be an early adopter of

<p>safety related learning process and approach.</p> <p>Key Issues for Attention of HPF:</p> <p>None</p>	
<p>H23/44.7 HPF Member Summary Report_NWLMC</p> <p>Members received the Primary and Community Care Medical representative written summary for information from Dr Tim Davies and noted the following:</p> <p>Good News to Share:</p> <p>A new GMS Unified contract has started from 1st October 2023 to include more workstreams and simplify GMS working and funding.</p> <p>Key Issues for Attention of HPF:</p> <p>Negotiations broke down in October when WG offered a pitiful funding increase to this expanded new contract. This is worsening the recruitment and retention issues and is demoralising the workforce.</p>	
<p>H23/44.8 HPF Member Summary Report_Optomety</p> <p>Members received the Optometry representative written summary for information from Manon Haf and noted the following:</p> <p>Good News to Share:</p> <ul style="list-style-type: none"> • All practices within BCUHB are now registered to deliver WGOS1 & 2 services in line with Contract reform and contract implementation. New regulations came into force on October 20 2023 and all practices are adjusting to new ways of working to included MEEC and social prescribing. • Richard Price (OA) has been in touch with the director of primary care and head of primary care contractual services and it's hoped that OLG's can be set up again as the local eye care groups often have secondary care agendas and tend to be site operational meetings. These local groups were set up to feed into ECCG, however ECCG has not met for over 12 months (due to no pan BCU clinical lead) • Clusters are well established with 10/14 cluster leads in place. South Meirionnydd cluster has joined with Dwyfor and North Meirionnydd cluster due to there being only 1 optometric practice within that cluster • Teach and Treat update: Cardiff University are working with BCUHB to provide teach and treat clinics so that optometrists can have access to placements to gain Higher Professional Qualifications in North Wales. Dr Nicola Cassels has been appointed as the Clinical Lead. Nicola has qualifications in IP, Medical Retina and Glaucoma. She is an Advanced Clinical Optometrist at Manchester Royal Eye Hospital working in her specialist area of Medical Retina. She currently manages patients with a range of medical retina conditions including diabetes, AMD and 	

those who are taking Hydroxychloroquine. She has previously worked in practice in Wales and in hospitals in Cardiff, Gloucester, Brecon and Nottingham. Nicola has worked with Cardiff University in the postgraduate teaching team for a number of years, laterally on the Professional Certificate of Medical Retina. Cardiff Uni/BCU will shortly be interviewing for Independent Prescribing and Glaucoma supervisors and hope to start providing placements in the New Year starting with IP placements. Honorary contracts will need to be set up and Richard Price (OA) is currently in the process of identifying who needs to manage this.

- WGOS5 /IPOS – Hopefully this will be launched end of December/January. Richard Price (OA) is waiting on agreement and sign offs of various aspects before it can be presented to contracts management group and NWROC . Due to no clinical lead and no ECCG there are no decision makers which causes a delay in getting things signed off. We will continue to push for NWROC input before final sign off. Due to historic lack of placement supervision for optometrists we only have 13 IP optometrists within BCU so there is an agreement in principle that the service won't be a rota. 5 practitioners have been offered placements through Teach and Treat and a further 7 practitioners are funded by HEIW for this year.
- ODTC's: Glaucoma and DR data capture still "ticking over". Variations in numbers of patients being referred to ODTC due to lack of admin staff in hospital sites to facilitate this pathway. DR ODTC fees have recently been reviewed and BCU have been directed by WG that the fees must align with those of the new contract so now set at Band 1 (previously band 1 & Band 3). This has resulted in 3 practices withdrawing from the scheme.
- IOP pathway: This is a pathway for current Glaucoma patients who have had a recent change to their medication/trabecs/SLT who require a follow up IOP check. Numbers remain low but feedback from patients accessing this service is positive.
- Primary Care contracts manager have assured OA that the flu jab will be available to all Optoms/DO's soon
- East are in the process of setting up a pathway for children to be refracted in the community by orthoptic request.

Key Issues for attention of HPF:

- ECCG not functioning.
- There's still no pan –BCU clinical lead.
- No Clinical Lead in West for YG
- The absence of a functioning ECCG and no pan –BCU clinical lead is a risk and creates delays in implementing and developing new pathways that are required in line with contract reform and implementation. This creates frustration in the time it takes to get various aspects signed off e.g. WGOS5 IPOS.
- In the absence of an EGGC there are local eye care groups on all 3 sites that are scheduled to meet every 2 weeks, however due to site pressures these are often cancelled at short notice or no notice. Currently due to site work on GRIFT local eye care groups have also been stood down until the new year.
- BCU are exploring interim digital solutions whilst waiting for National Guidance. BCU have had cyber issues and the system is blocking non

recognised email.

- Cataract Outsourcing has been paused. Spa Media are seeing second eye patients, but no new patients. No updates given so far regarding current cataract waiting lists. BCU reluctant to share waiting list times due to “complexity of live lists and RAG ratings”
- RAAC – no information available. Estates Departments will be sending out communication to independent contractors shortly

H23/44.9 HPF Member Report_Therapies

Members received the Therapies representative written summary for information from Steven Grayston and noted the following:

Good News to Share:

Of the therapy staff/teams that were short listed for the BCUHB awards we were pleased to see that The Long Covid Service, which is a multidisciplinary service including psychology, won in the partnership category – congratulations to them.

In terms of other awards there were also wins in the Advancing health care awards as follows:

BCUHB were nominated in 6 categories with Public Health dietetics, Gastroenterology Dietetics and a Dietetic support staff member all winning. The dietetic support staff member was also highly commended in another category. Long Covid and Prehab were both shortlisted to the top three in Wales but were not the overall winners.

On Tuesday 17th October, BCUHB Speech and Language Therapy Service, in conjunction with Bangor University and Wrexham University, held its first ever North Wales Speech and Language Exchange Event, at the Reichel Hall at Bangor University.

We had an overwhelming response with 68 delegates attending, and a really positive energy in the room. We heard thought provoking presentations from speech and language therapists in North Wales and researchers, including presentations on Co-production and collaboration, using technology to facilitate Speech and Language Therapy in Wales, and developing literacy within schools.

The 5 new Assistant DOTH roles that are supporting Gareth Evans in his DOTH role have been in post for four months now and are making progress in their assigned areas; 3 of these have a wider AHP remit and include Health Care Science. These are:

- The implementation of the National Allied Health Professions (AHP) framework within BCUHB, designing our work programme.
- Establishing the AHP Primary Care Collaborative for North Wales aligned with the Strategic programme for Primary Care, and associated Accelerated Cluster Development programme.
- Professional regulation ensuring a robust governance approach across BCUHB for each HCPC regulated profession.

In addition, policy development in is progress. Working with national ADOH peers to support consistency across HBs, including working with NWSSP to ensure fit for purpose data systems to support workforce monitoring.

Key Issues for attention of HPF:

Therapies have piloted signing off “Fit Notes” in Primary Care in the west, as provision to expand that beyond GP’s was made in the last year. This will now be rolled out pan BCUHB across Primary Care and has a clear SOP underpinning it. A pilot is also taking place in YGC ED through the Physio team.

Going forward we will be reviewing the potential for therapies to initiate DNACPR. This has been possible since 2020 as part of Covid but not operationalised as yet for therapies in BCUHB.

H23/44.10 HPF Member Summary Report_Hospital Pharmacy and Medicines Management

Members received the Hospital Pharmacy and Medicines Management representative written summary for information from Sarah Kingman and noted the following:

Member area update:

Changes to the Pharmacy Senior Leadership Team:

Substantive Chief Pharmacist appointed – Lois Lloyd.

West IHC Director of Pharmacy & Medicines Management – Interviews have been held this week and I hope to be able to verbally update you more in the meeting

Central IHC Director of Pharmacy & Medicines Management – vacancy for recruitment

Area updates:

1. Electronic Prescription Service (Primary Care)

- First go live test sites in Wales at Rhyl, Denbighshire.
- Rory Wilkinson has led on co-ordinating this work with DHCW.
- Three technicians from have been nominated for Great-ix for their work supporting the EPS test sites

2. Six Goals – Same Day Emergency Care

- Attached slide deck presented for pharmacy at NHS Executive and HEIW workforce innovative workshop on Friday 17 November
- Note “Take away” slide around how pharmacy can be part of the solution within this setting.



Pharmacy SDEC Final
slides for NHS Executi

3. Review of clinical pharmacy services at NHS Hospitals in Wales

- [Welsh Government response](#) published end of September
- 60 strategic actions to be implemented by all Health Boards in Wales.

4. BCUHB commissioned community pharmacy services

- **Inhaler Review Service**

With the launch of the inhaler review service 87 pharmacies have been commissioned and working in collaboration with GP surgeries to review how patients are using their inhaler and to see if they are eligible to move to a more environmentally friendly inhaler, with 2054 reviews already been carried out.

- **Flu vaccines in community pharmacy**

So far this flu season, community pharmacies in our health board have vaccinated 23,954 individuals. This is more than twice as many flu jabs as any other LHB. Also through our pharmacies providing on-site vaccination clinics at various care homes we have managed to vaccinate the same amount of care home staff as the all the other LHB's in Wales put together

Good News to Share:

Royal Pharmaceutical Society (RPS) Working together conference in London

- Charlotte Makanga – presented on the Malawi-Wales antimicrobial Pharmacy partnership work.
- Claire Frank – Presented on the UKCPA perioperative handbook that she co-authors

RPS at the Senedd

- Yasmina Hamdaoui joined the RPS at the Senedd to discuss sustainable healthcare

RPS delivering a healthier Wales conference

- Sheila Doyle presented on her work in ED

Awards:

BCUHB Staff Awards – Pharmacy team nominees/runners up

- Elena Jones
- Yasmina Hamdaoui as part of the YG Green Group
- Hep C Rapid Test & Treat Team

Ceri Williams has been recognised twice this month for her work as an independent prescriber in Blaenau Ffestiniog practice. Firstly was the BCU IP awards that ran as part as Medicines safety week and second the PCPA excellence in general practice

award for which she was highly commended.

Leighton Thompson has been shortlisted for PCPA GP Pharmacy Technician of the year award and achieved a highly commended

Jayne Freeman, CMHT Pharmacy Technician Central runner-up in CMHP conference Pharmacy Technician project category

Haimon Chaudhry part of the MDT who were runner up in the NHS Wales awards for patient safety for their APPLE approach to reduce preventable hospital acquired thrombosis and for the same work are nominated for the VTE awards which are being held Wed 29th November in the house of commons.

Key Issues for attention of HPF:

None

H23/45 CEO - Introduction and Update – Carol Shillabeer, CEO

The Chair welcomed Carol Shillabeer newly appointed as CEO BCUHB, and the members introduced themselves.

The CEO expressed her delight to join the HPF for the first time since joining BCUHB and opened by sharing her optimism with regards to the opportunities, as well as the challenges that the role offers, also recognising the skills, commitment and enthusiasm of the staff at BCUHB in North Wales.

The CEO outlined the key objectives to help the organisation become more effective, focussing on improvement and development, and building long lasting change for positive progress. The emphasis will be on creating and maintaining a well functioning Health Board with a clear deliverable plan, including strategies and plans based on evidence, insights and ambition, with strong leadership and engagement influencing stabilisation and standardisation within the organisation. Also noting the importance of using problems as opportunities for growth and improvement and the goal to become a learning and self-improving organisation.

A collective discussion ensued as to what role the members of the HPF can provide to help shape the future of the organisation, in particular in relation to strategy, helping navigate some of the key issues that arise, and discussions on 'what we do and how we do it' which in turn can be impactful and help create positive change to the population and our staff.

The Chair thanked the CEO very much for the time taken to join the meeting and offered full support and contribution from the HPF members going forward wherever possible and appropriate.

[Carol Shillabeer left the meeting]

H23/46 Items to be received for information:

H23/46.1 Minutes of the National Joint Professionals Advisory Committee held on 7 August 2023

<p>The minutes were received and noted.</p> <p>H23/46.2 Minutes of the Quality, Safety and Experience Committee held on 22 August 2023</p> <p>QSE - BCUHB</p> <p>The minutes were received and noted.</p>	
<p>H23/47 Review of Cycle of Business - 24-25/HPF Membership Summary Review</p> <p>The Chair noted that the Draft Cycle of Business 2024/25 is produced as an outline plan, however going forward there may be a need to be flexible as demands arise, and a more agile approach to forming views on subjects outside of the formal meetings. A suggestion was made to create a Teams channel to facilitate this platform.</p> <p>The Chair noted the HPF Membership Summary which has two expiring tenures which need resloving before March.</p> <p>Action: Philippa Peake-Jones (PPJ) on behalf of the Office of the Board Secretary offered to pick up an action to ensure best practice around the membership process and deputies as part of the Terms of Reference work.</p>	<p>PPJ</p>
<p>H23/48 Summary of information to be included in Chair's assurance report to the Board</p> <p>Public Health update</p> <p>Members were supportive of the plans to take a pathway approach and initially to focus on diabetes. They agreed this was an important area to prioritise and could provide a useful model for other health conditions.</p> <p>There was further discussion about the strategic priorities for Public Health and the forward programme of work for Public Health Healthcare. The Forum were keen to contribute to the development of those plans and offered their support.</p> <p>CEO update</p> <p>Discussions following the CEO update covered the role of HPF and how it can contribute to shaping the direction of the organisation. There was recognition that the organisation would benefit from early input from the Forum and that the Forum might need to develop to be more agile in its cycle of business and approach to maximise impact. It was noted that work is underway to develop a Teams channel and a larger network through identification of member deputies, that would contribute to the strength of the Forum.</p>	
<p>H23/49 Date of next meeting noted as: Friday 1 March 2024 to be held 9.30-12.30 via Microsoft Teams</p> <p>Friday 1 March 2024</p> <p>Proposed meeting scheduled for 2024/25:</p>	

Friday 7 June 2024 Friday 13 September 2024 Friday 6 December 2024 Friday 7 March 2025	
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