

Cardiff and Vale Stakeholder Reference Group

Tue 26 March 2024, 13:30 - 15:05

Agenda

13:30 - 13:30 1. Welcome and Introductions

0 min

Lani Tucker

13:30 - 13:30 2. Apologies for Absence

0 min

Lani Tucker

13:30 - 13:35 3. Declarations of Interest

5 min

Lani Tucker

13:35 - 13:40 4. Minutes and Matters Arising from the SRG Meeting on 5 February 2024

5 min

Lani Tucker

 Item 4 Unconfirmed Minutes of SRG Meeting 5 February 2024.pdf (5 pages)

13:40 - 14:25 5. Clinical Services Plan

45 min

Vicky Le Gry

14:25 - 14:45 6. Decarbonisation Plan

20 min

Calum Shaw

14:45 - 15:05 7. Strategic Equality Objectives

20 min

Claire Whiles

15:05 - 15:05 8. Next Meeting of SRG

0 min

Lani Tucker

Lloyd Gareth
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**UNCONFIRMED MINUTES OF CARDIFF AND VALE STAKEHOLDER REFERENCE
GROUP MEETING HELD ON MONDAY 5 FEBRUARY 2024
MEETIG HELD VIA MICROSOFT TEAMS**

Present:

Lani Tucker	Glamorgan Voluntary Services (Chair)
Sam Austin	Llamau
Rhys Burton	South Wales Police
Frank Beamish	NHS Volunteer
Richard Cox	One Voice Wales
Duncan Innes	Cardiff Third Sector Council
Paula Martyn	Independent Care Sector
Siva Sivapalan	Third Sector Older Persons

In Attendance:

Abigail Harris	Director of Strategy & Planning, UHB
Angela Hughes	Assistant Director of Patient Experience, UHB
Ashleigh O'Callaghan	Head of Strategic Planning, UHB
Matt Phillips	Director of Corporate Governance, UHB
Sarah Tipping	Head of Strategic Partnerships and Engagement, UHB

Apologies:

Julie Sangani	Cardiff Council
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SRG 24/01 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting and thanked Sam Austin for having chaired the Group since November 2020.

SRG 24/02 APOLOGIES FOR ABSENCE

Although not members of the SRG, apologies had been received from Stephen Allen, Marie Davies and Jessica Mannings.

SRG 24/03 DECLARATIONS OF INTEREST

There were no declarations of interest.

**SRG 24/04 MINUTES AND MATTERS ARISING FROM
STAKEHOLDER REFERENCE GROUP MEETING
HELD ON 28 NOVEMBER 2023**

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The minutes were received and approved as an accurate record subject to adding Matt Phillips to the list of those in attendance.

Nomination of Stakeholder Reference Group Chair

The Minister had formally approved Lani Tucker as Chair of the SRG.

SRG 24/05 FEEDBACK FROM BOARD

Matt Phillips drew the SRG's attention to some specific items discussed at the UHB Board meeting held on 30 November 2023 and 25 January 2024.

30 November 2023

- The Board had approved the nomination of Lani Tucker as SRG chair for submission to the Minister
- The Board had approved the Co-production, Engagement and Consultation Framework and Toolkit.

25 January 2024

- The official opening of the Canolfan Iechyd Genomig Cymru / Wales Genomic Health Centre.
- The Chief Executive had reflected on a challenging Christmas / New Year period but noted that the Health Board's winter plans had held up well.
- Welsh Government Planning Guidance
- The Board had approved capital funding for works on C3 Link at UHW to enable Cardiothoracic services to be transferred back to UHW from UHL. Work would commence during April and would take about three months to complete. Angela Hughes explained that the works would provide an enhanced environment for the service.
- The Board had approved the transfer of a parcel of land on the Whitchurch site to Velindre University NHS Trust.

The SRG was informed that UHB Board meetings were now live streamed. It was agreed a link to the streams and a list of meeting dates be issued to SRG members.

Action: Matt Phillips/Gareth Lloyd

SRG 24/06 STRATEGIC EQUALITY OBJECTIVES

The Chair reported that Mitchell Jones was unable to participate in the meeting due to illness. The Chair was aware that Cllr Cox had wanted to raise an issue regarding the Equality Act 2010 and the socio economic duties

applicable to Health Boards that impact on patient transport arrangements. It was agreed that the Strategic Equality Objectives and discussion on the Equality Act be deferred until a future meeting. In the meantime, SRG members were encouraged to complete the questionnaire on the UHB's Strategic Equality objectives a link to which had been issued with the papers for the meeting. The deadline for completing the questionnaire was 24 February 2024.

Action: All

SRG 24/07 ANNUAL PLAN

The SRG received a presentation on the 2024/25 Annual Plan from Ashleigh O'Callaghan.

The SRG was informed that Health Boards have a statutory duty to submit financially balanced three year Integrated Medium Term Plans (IMTPs) to Welsh Government (WG). IMTPs are rolling plans that are updated annually. The Health Board, in common with all other Welsh Health Boards, had been unable to do produce a balanced IMTP in 2023 and had instead submitted an Annual Plan for 2023-24 set in a three year context. Another Annual Plan would be produced for 2024/25 and given the financial position it was likely that the Health Board would have to produce Annual Plans over the next few years. The deadline for submission of the Plan to WG is 29 March.

The SRG raised a number of questions and made several observations.

- It was pleasing to see a focus on Cancer and Mental Health services in the Annual Plan.
- The financial challenges were acknowledged and concern was expressed that this might prevent the UHB achieving what it sets out in the Annual Plan. Abigail Harris agreed that the financial environment was incredibly challenging. Furthermore, demand for services is increasing with an ageing population and a rise in cancer and mental illness rates. The UHB will endeavour to protect the quality of its front line services.
- Does the investment in digital systems relate to systems for staff or the public? Ashleigh O'Callaghan indicated that the aim is to introduce and further develop digital systems to improve internal processes. Abigail Harris explained that the Health Board in common with other Welsh NHS organisations, had a relatively low level of digital maturity. A number of different IT systems are utilised along a patient journey and it is important that they are compatible and that the correct people have timely access to the appropriate systems. There are also opportunities to use digital technology to help individuals to take more responsibility for their own health. At the same time the UHB must acknowledge that

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some people will require assistance with digital connectivity and it will have to continue to provide alternatives for those reluctant or unable to use new digital technologies.

- The emphasis on staff wellbeing is welcomed. How does the UHB intend to reduce sickness by 5% and improve staff wellbeing? Abigail Harris explained that the UHB had an Occupational Health service and a reasonably comprehensive Staff Wellbeing service. Data on reasons for absence has been analysed and some of the most common reasons are anxiety/stress and musculoskeletal issues. The UHB has good human resources processes in place. For example, line managers maintain regular contact with those who are absent and discuss what could be done to help them return to work. Angela Hughes explained that many staff are also unpaid carers and the Health Board recognises the need to provide them with support to enable them to remain in work.
- Will there be engagement on the Annual Plan? Ashleigh O'Callaghan explained that the Annual Plan is a tactical plan which articulates how the UHB's Strategy will be delivered. The UHB had conducted a comprehensive programme of engagement on its Strategy and there would be further engagement on individual elements of the Annual Plan. A draft of the Plan would be circulated to SRG for comment week/commencing 19 March.

Action: Ashleigh O'Callaghan / Gareth Lloyd.

**SRG 24/08 EMERGENCY MEDICAL RETRIEVAL AND
TRANSFER SERVICES (EMRTS)**

Sarah Tipping informed the SRG that the third and final phase of the EMRTS Review on how to further improve the air ambulance service in Wales had commenced on 1 February and would end on 29 February. Although the short listed options would not impact on the population of Cardiff and the Vale of Glamorgan, it was important for SRG members to have the opportunity to contribute to the engagement.

It was agreed that a link to the Emergency Ambulance Services Committee website which contains details of how to participate in the engagement would be issued to the SRG. If SRG members have any questions they should email them to either Gareth Lloyd or Sarah Tipping.

Action: Gareth Lloyd / All.

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SRG 24/09

NEXT MEETING OF SRG

1.30pm-4pm Tuesday 26 March 2024, Nant Fawr 1, Woodland House.

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