

**Minutes of the Meeting of the  
WHSSC Joint Committee Meeting held in public on  
Tuesday 28 January 2020  
at Unit G1, The Willowford, Main Ave, Treforest Industrial Estate,  
Pontypridd, CF37 5YL**

**Members Present:**

Vivienne Harpwood	(VH)	Chair
Carole Bell	(CB)	Director of Nursing and Quality Assurance, WHSSC
Stuart Davies	(SD)	Director of Finance, WHSSC
Gary Doherty	(GD)	Chief Executive Officer, BCUHB
Paul Griffiths	(PG)	Independent Member/Audit and Risk Committee Representative
Sharon Hopkins	(SH)	Interim Chief Executive, Cwm Taf Morgannwg UHB (for part)
Sian Lewis	(SL)	Managing Director, WHSSC
Steve Moore	(SM)	Chief Executive, Hywel Dda UHB
Tracy Myhill	(TM)	Chief Executive, Swansea Bay UHB
Judith Paget	(JP)	Chief Executive, Aneurin Bevan UHB (by VC)
Ian Phillips	(IP)	Independent Member
Len Richards	(LR)	Chief Executive, Cardiff and Vale UHB
Jenny Thomas	(JT)	Medical Director, WHSSC

**Deputies Representing Members:**

Hayley Thomas	(HT)	Director of Planning and Performance, Powys THB
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**Apologies:**

Carol Shillabeer	(CS)	Chief Executive, Powys THB
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**In Attendance:**

Kieron Donovan	(KD)	Interim Chair, Welsh Renal Clinical Network
Christopher Markall	(CM)	
Urvisha Perez	(UP)	Wales Audit Office (Observer)
Karen Preece	(KP)	Director of Planning, WHSSC
Andrea Richards	(AR)	Planning Manager, WHSSC
Kevin Smith	(KS)	Committee Secretary & Head of Corporate Services, WHSSC
Simon Dean	(SD)	Welsh Government (Observer)

**Minutes:**

Michaella Henderson	(MH)	Corporate Governance Officer, WHSSC
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The meeting opened at 09:35hrs

JC19/064	<p><b>Welcome, Introductions and Apologies</b> The Chair formally opened the meeting and welcomed members.</p> <p>Apologies were noted as above.</p>
JC19/065	<p><b>Declarations of Interest</b> The Joint Committee noted the standing declarations. No additional declarations were made.</p>
JC19/066	<p><b>Integrated Performance Report – November 2019</b> The Joint Committee received a report which provided members with a summary of the performance of services commissioned by WHSSC for October 2019 and details the action being undertaken to address areas of non-compliance.</p> <p>KP reported continuing concern over cardiac surgery performance in south Wales. KP reported that the WHSS Team had a positive meeting with the CVUHB Team on 31 December 2019, that CVUHB was progressing outsourcing to North Staffordshire (Stoke) and that the CVUHB Clinical Team was developing an action plan. Members noted more information would be provided at Agenda Item 2.2.</p> <p>KP reported continuing concern over waiting list times for the plastic surgery service at SBUHB particularly with the opening of the Major Trauma Centre where the plastic surgeons recruited would not be appointed until after the Centre’s opening. KP noted SBUHB was developing a plan to help mitigate the issue and that she had requested early sight of that plan so that it could be presented at both Management Group and Joint Committee for discussion at the March meetings.</p> <p>TM reported the SBUHB Plastic Surgeon job description had received approval in principle from the Royal College of Surgeons at the end of the previous week and that SBUHB was now in a position to advertise and recruit. TM reported SBUHB would look to confirm contingency plans by mid-February and that the impact on RTT could be better assessed at that stage.</p> <p>KP reported the Bridgend Cochlear service at Prince of Wales Hospital was still suspended with patients having been referred to CVUHB and that CVUHB was confident all patients would be treated before the end of March 2020.</p> <p>LR reported a routine meeting would be taking place between CVUHB and the cochlear service team at CTMUHB on 29 January 2020 and long term planning was on the agenda for discussion. KP reported the WHSS Team would be organising a workshop on the same subject and LR agreed to</p>

	<p>provide the meeting feedback to KP for integration into the workshop planning.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> October performance and the actions undertaken to address areas of non-compliance.</li> </ul>
JC19/067	<p><b>Finance Report Month 9 2019-20</b></p> <p>The Joint Committee received a report setting out the financial position for WHSSC for the ninth month of 2019-20.</p> <p>Members noted the financial position reported at Month 9 for WHSSC was a year to date under spend of £5,096k and forecast year end under spend of £3,312k.</p> <p>SD reported the performance on NHS England contracts was in balance and the WHSS Team was working with CVUHB on their over performance position.</p> <p>PG noted the year on year variance had doubled over the last 3 months and SD explained that it was due to a number of planned developments taking effect in last quarter of the financial year.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the current financial position and year end forecast.</li> </ul>
JC19/068	<p><b>Corporate Risk Assurance Framework</b></p> <p>The Joint Committee received a report providing Members with an update on the WHSSC risk management framework as at 30 November 2019.</p> <p>KP reported work was ongoing around PET, including a proposal for an interim model for use when the south Wales PETIC scanner was unavailable and an All Wales PET Programme looking at broader capacity issues which would be available in time for the results to be factored into Health Board IMTPs for 2021-24.</p> <p>KP reported that the WHSS Team had received a business plan from BCUHB, working with Liverpool and Alder Hey, for an Inherited Bleeding Disorder service to cover north Wales which would be presented at the February Management Group meeting for approval.</p> <p>JT reported good progress was being made with the south Wales soft tissue sarcoma service but it was necessary to ensure this was sustainable.</p> <p>KP noted increasing risk in the Posture and Mobility service and that work was underway to manage and mitigate some of that risk within the 2021-</p>

	<p>24 Integrated Commissioning Plan. Actions would be taken to reduce the differential waiting times between the north Wales and south Wales services.</p> <p>PG reported the CTMUHB Audit Committee was now called the Audit and Risk Committee and had taken responsibility for risk from the former Quality, Safety &amp; Risk Committee. KP agreed to update the relevant references in the report.</p> <p>Members noted the report was missing the 'risk on a page' for CAMHS issues at BCUHB as shown in the Escalation Table on page 6 of the report.</p> <p><b>ACTION:</b> It was agreed KP would update the report template to include the missing page.</p> <p>LR noted there were a number of capacity constraints at Ty Llidiard that were resulting in children being treated in the wrong environment. CB provided assurance that the WHSS Team was aware of the issues within the CAMHS service and working to resolve them. CB reported she would share the 'No Surprises' report CTMUHB submitted to Welsh Government.</p> <p><b>ACTION:</b> CB to circulate the CTMUHB CAMHS 'No Surprises' report to all Members.</p> <p>KP reported Management Group had considered a revised CAMHS Tier 4 Inpatient Service Specification at its meeting on 23 January 2020 and had requested further work at which, once completed, would potentially increase the number of eligible patients who could be placed in both units.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the update provided within the report.</li> <li>• <b>Receive assurance</b> that risks are being appropriately assessed and managed.</li> </ul>
JC19/069	<p><b>Reports from the Joint Sub-Committees</b></p> <p><b>Management Group</b> The Joint Committee received the November and December 2019 briefings.</p> <p><b>All Wales Individual Patient Funding Request Panel</b> The Joint Committee received the report of the 27 November 2019 and 11 December 2019 meetings.</p> <p><b>Quality and Patient Safety Committee</b></p>

	<p>The Joint Committee received the report of the 21 January 2020 meeting, together with a schedule of services in escalation.</p> <p>CB noted work was ongoing with BCUHB to resolve issues with the provision of neonatal transport data.</p> <p><b>Welsh Renal Clinical Network</b> The Joint Committee received the report of the meeting of 27 November 2019.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the content of the reports from the Joint Sub-Committees</li> </ul>
JC19/070	<p><b>Minutes of the meetings held 12 November 2019 and 06 January 2020</b> The Joint Committee <b>approved</b> the minutes of the meetings held on 12 November 2019 and 6 January 2020, subject to minor changes relating to attendees, as a true and accurate record.</p>
JC19/071	<p><b>Action Log and Matters Arising</b> The Joint Committee noted:</p> <p><b>2020-23 Integrated Commissioning Plan ('ICP')</b> SL noted the Joint Committee had approved the ICP in principle at the meeting held on 6 January 2020 subject to number of caveats which had subsequently been addressed.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Ratify</b> unconditional approval of the 2020-23 Integrated Commissioning Plan.</li> </ul> <p>There were no matters arising not dealt with elsewhere on the agenda.</p>
JC19/072	<p><b>Chair's Report</b> The Joint Committee received the Chair's Action in respect of the appointment of Emrys Elias, Vice Chair, Aneurin Bevan UHB as an Independent Member of the Joint Committee and Chairman of the WHSSC Quality and Patient Safety Committee with effect from 1 December 2019.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Ratify</b> the Chair's Action.</li> </ul> <p>VH reported on her recent appraisal with the Minister who was generally pleased with WHSSC's progress, particularly with Major Trauma, Thoracic Surgery and WHSSC's collaborative approach to working with the Health Boards. VH explained that the Minister had expressed concern at the</p>

	<p>number of CAMHS Out of Area (OoA) placements, particularly for young people. SL noted that OoA placement numbers had reduced significantly with only five placements still active, all of which required specialist care outside of Wales.</p> <p>VH reported the Minister had also raised Perinatal Mental Health as a concern; this would be discussed further under Agenda Item 2.6.</p>
<p>JC19/073</p>	<p><b>Report from the Managing Director</b> The Joint Committee received a report from the Managing Director.</p> <p>Members noted that the all Wales medical genomics service had recently won an Efficiency through Technology Programme High Impact Award relating to the development of a non-invasive pre-natal test, the first of its kind in the United Kingdom, and thanked the service for their work.</p> <p>Members noted the test had been fully evaluated through a pilot scheme before full implementation a benefits appraisal evaluation would follow.</p> <p><b>ACTION:</b> Results of benefits appraisal evaluation to be reported at the next meeting for information purposes.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the contents of the report</li> </ul>
<p>JC19/074</p>	<p><b>Cystic Fibrosis – Update on the Home IV Antibiotics Service</b> The Joint Committee received a report updating Members on the implementation of a prepared home IV antibiotics service for patients with Cystic Fibrosis in South Wales and Southern Powys.</p> <p>AR reminded Members that the CVUHB Cystic Fibrosis unit was the only unit in the UK without a home IV antibiotics service. AR reported the evaluation of 26 patients had produced positive results and indicated a saving of 798 bed days.</p> <p>AR reported that the Phase 2 plan included a lower number of beds than nationally recommended but the evaluation of the home IV antibiotics service supported this.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the information presented within the report</li> <li>• <b>Support</b> taking forward the case for a recurrent Home IV service and satellite clinic staff to the 2020-21 ICP; and</li> <li>• <b>Support</b> further evaluation of the impact on inpatient demand to inform the planned bed base to be supported by WHSSC within Phase 2 of the business case</li> </ul>

JC19/075	<p><b>Cardiac Surgery Performance</b></p> <p>The Joint Committee received a report providing members with an update on Cardiac Surgery performance in south Wales.</p> <p>Members noted that CVUHB was progressing an arrangement to outsource to University Hospitals of North Midlands NHS Trust, Stoke, and that SBUHB had a plan to eliminate 36 week RTT waiting time breaches by 31 March 2020.</p> <p>AR reported a workshop would be taking place on 13 February 2020, supported by the Delivery Unit, working with the Health Board and that a separate piece of work would be undertaken with north Wales.</p> <p>Members acknowledged that waiting times were being adversely impacted by late transfers from cardiology to cardiac surgery, and that the lack of recorded pathway start dates for some referrals meant waiting lists have probably been understated for at least the last two years. Members noted the WHHS Team had undertaken work on the Aortic Stenosis pathway with the objective of further reducing waiting times for these critically ill patients and that, in summary, plans were now in place to address waiting time breaches within the foreseeable future.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the information presented within the report.</li> </ul>
JC19/076	<p><b>Neonatal Transport Review Recommendation</b></p> <p>The Joint Committee received a report setting out the key recommendations from the Review of the south Wales neonatal transport service and seeking support for the next steps to develop a 24 hour neonatal transport service.</p> <p>Members noted that the Neonatal Network had historically suggested duplication of the existing service as a solution to providing a 24 hour service but this was considered neither cost effective nor clinically effective when previously considered through the prioritisation process.</p> <p>KM reported the WHSS Team had submitted comments on the draft Review to Dr Fox for his consideration before its finalisation but that the recommendations were unlikely to change so had been shared and were clear on the single site model with a suggestion that the commissioning of the service might be better suited to EASC.</p> <p>KP updated Members on the discussions held at the Management Group meeting on 23 January 2020 where Members expressed a preference for WHSSC to remain as commissioners of the 24 hour service initially and look at transferring responsibility to EASC in due course. Members broadly supported the view expressed by Management Group.</p>

	<p>KP reported that Welsh Government had indicated that its Quality Delivery Board members wished to see interim arrangements introduced as soon as possible, so as to minimise the risks of further avoidable harm being caused by the absence of a 24 hour service. Members agreed that prioritising a permanent 24 hour solution was preferable, provided there was no further significant delay.</p> <p><b>ACTION:</b> KP agreed to circulate Dr Fox’s final report to Members as soon as it was available.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the draft recommendations within the report; and</li> <li>• <b>Support</b> the development of future commissioning arrangements for neonatal transport services in south Wales with an outline plan and timeline being brought back to Joint Committee in March.</li> </ul>
JC19/077	<p><b>Major Trauma Network Programme Business Case</b></p> <p>The Joint Committee received a report updating Members on the non-financial caveats raised by Health Boards in their support of the major trauma network programme business case at their November 2019 meetings; recruitment and acknowledgement of the responsible recruitment process and the NHS Wales Budget Allocation 2020/21 as it relates to major trauma.</p> <p>Members noted the outcomes of the health boards’ consideration of the Major Trauma Network Programme Business Case and the progress made to address the non-financial caveats raised at the meeting of 6 January 2020. Members also noted the NHS Wales Budget Allocation 2020-21 as it related to major trauma.</p> <p>Members noted that positive work was being done on ongoing recruitment, the patient repatriation process and rehabilitation and that some governance arrangement proposals were being developed and would be brought back to Joint Committee in due course.</p> <p>Members acknowledged the responsible recruitment process and noted that recruitment to the Major Trauma Network was progressing well against plan and that the weekly recruitment flash reports supported this.</p> <p><b>ACTION:</b> It was agreed KP would circulate the latest weekly flash recruitment report to Members and provide a summary of the recruitment position at future meetings.</p>
JC19/078	<p><b>WRCN Transformation Fund</b></p> <p>The Joint Committee received an oral report on the successful WRCN Transformation Fund application, the objective of which was to roll out</p>



	<p>the Vital Data application for electronic patient records for renal dialysis patients, developed in SBUHB, across the whole of Wales. KD reported the initiative was expected to result in improved patient safety, drug administration benefits and cost savings on drug procurement.</p> <p>Members received assurance from KD any new system or application being rolled out would interface with existing NHS Wales IT systems and the wider National ICT strategy.</p> <p>KD reported that SBUHB employees affected by the changes in their own health board had agreed to share their real life experiences with employees from other health boards to aid transition.</p> <p><b>ACTION:</b> Members agreed that the Welsh Information Governance Board should be informed of the application and asked to comment as appropriate.</p>
JC19/079	<p><b>Tier 4 Perinatal Mental Health in Wales</b></p> <p>The Joint Committee received a report seeking approval for an interim option for a Mother &amp; Baby Unit located in south Wales.</p> <p>Members acknowledged that travel distance for patients and their families was an issue. CB reported that family facilities were provided under the current arrangements and would continue to be available for both the interim and permanent solutions in south Wales.</p> <p>In response to a question from PG, TM advised that it was not yet clear how the investment in the interim solution would be treated if the permanent solution was based at a different location.</p> <p>SD reported that, should the Joint Committee decide the permanent solution was a new build facility, it was anticipated that it would be at least two and a half years from the decision being made to opening the facility, subject to any other issues that might arise and add to that timeframe.</p> <p>KP noted that the task and finish group would be expected to report by the end of April 2020; then the project would progress through the normal capital funding route. KP further noted that the Tonna site would continue to be a SBUHB asset and therefore would continue to be included in SBUHB's long term strategic plans.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Support</b> the proposed option from SBUHB for an interim 6 bedded Mother &amp; Baby unit at Tonna Hospital;</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Support</b> the urgent development and submission of Business Justification Case to Welsh Government in order to secure capital funding; and</li> <li>• <b>Approve</b> the establishment of a task and finish group to review the options for a permanent solution.</li> </ul>
JC19/080	<p><b>Adult Thoracic Surgery Service for South Wales</b></p> <p>The Joint Committee received a report updating Members on the position in relation to the development of a single Adult Thoracic Surgery Service for south Wales based at Morriston Hospital and the network of services which are required to support this. It was noted that good progress had been made with excellent clinical engagement and collaboration between CVUHB and SBUHB.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the information presented within the report from the Thoracics Programme Implementation team.</li> </ul>
JC19/081	<p><b>Any Other Business</b></p> <p><b>Coronavirus</b></p> <p>SD reported that a Welsh patient had been assessed with a negative result the previous week via NHS England and the WHSS Team had put contractual arrangements in place with NHS England for any future cases.</p>
JC19/082	<p><b>Date and Time of Next Scheduled Meeting</b></p> <p>The Joint Committee noted the next scheduled meeting would take place at 13:30hrs on 10 March 2020 in the Conference Room, WHSSC, Unit G1 The Willowford, Treforest, CF37 5YL.</p>

The meeting ended at 11:25hrs.

**Chairman** .....

**Date**.....