

**Minutes of the Meeting of the
WHSSC Joint Committee Meeting held in public on
Tuesday 10 March 2020
at Charnwood Court Heol Billingsley,
Parc Nantgarw, Cardiff CF15 7QZ**

Members Present:

Vivienne Harpwood	(VH)	Chair
Carole Bell	(CB)	Director of Nursing and Quality Assurance, WHSSC
Stuart Davies	(SD)	Director of Finance, WHSSC
Emrys Elias	(EE)	Independent Member/ Q&PS Committee Chair (part)
Paul Griffiths	(PG)	Independent Member/Audit and Risk Committee Representative
Sharon Hopkins	(SH)	Interim Chief Executive Officer, Cwm Taf Morgannwg UHB
Sian Lewis	(SL)	Managing Director, WHSSC
Tracy Myhill	(TM)	Chief Executive Officer, Swansea Bay UHB
Ian Phillips	(IP)	Independent Member
Len Richards	(LR)	Chief Executive Officer, Cardiff and Vale UHB
Carol Shillabeer	(CS)	Chief Executive Officer, Powys THB
Jenny Thomas	(JT)	Medical Director, WHSSC

Deputies Representing Members:

Glyn Jones	(GJ)	Deputy Chief Executive Officer, Aneurin Bevan UHB
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Apologies:

Simon Dean		Interim Chief Executive Officer, Betsi Cadwaladr UHB
Steve Ham		Trust Chief Executive, Velindre NHS Trust
Steve Moore		Chief Executive Officer, Hywel Dda UHB
Judith Paget		Chief Executive Officer, Aneurin Bevan UHB

In Attendance:

Kieron Donovan	(KD)	Affiliate Member/ Interim Chair, Welsh Renal Clinical Network
Andrew Doughton	(AD)	Wales Audit Office (Observer)
Rob Mahoney	(RM)	Assistant Director of Finance, Cardiff and Vale UHB
Urvisha Perez	(UP)	Wales Audit Office (Observer)
Karen Preece	(KP)	Director of Planning, WHSSC
Kevin Smith	(KS)	Committee Secretary & Head of Corporate Services, WHSSC

Minutes:

Michaela Henderson (MH) Corporate Governance Officer, WHSSC

The meeting opened at 13:30hrs

APPROVED

JC19/083	<p>Welcome, Introductions and Apologies The Chair formally opened the meeting and welcomed members.</p> <p>Apologies were noted as above.</p>
JC19/084	<p>Declarations of Interest The Joint Committee noted the standing declarations. No additional declarations were made.</p>
JC19/085	<p>Minutes of the meetings held 28 January 2020 The Joint Committee approved the minutes of the meetings held on 28 January 2020 as a true and accurate record.</p>
JC19/086	<p>Action Log and Matters Arising The Joint Committee noted there were no outstanding actions and no matters arising not dealt with elsewhere on the agenda.</p>
JC19/087	<p>Report from the Chair The Joint Committee received a report from the Chair.</p> <p>The Chair reported Kieron Donovan had been appointed as Chair of the Welsh Renal Clinical Network for three years commencing 1 April 2020. Members offered their congratulations to KD.</p> <p>The Chair reported that she would be asking Emrys Elias to become Vice Chair of the WHSSC Joint Committee with immediate effect.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the contents of the report.
JC19/088	<p>Report from the Managing Director The Joint Committee received a report from the Managing Director.</p> <p>Members noted the key recommendations set out in guidance issued by the Society of Cardiothoracic Surgeons on the management of thoracic trauma that would be reflected in both the Thoracic Surgery and Major Trauma Service Specifications that were due to go out to consultation.</p> <p>SL reminded Members that the Joint Committee had previously decided that the position, with regard to the additional two consultant posts for the running of the Thoracic Surgery Unit, would be reviewed prior to the appointment of those two surgeons and noted that the guidance would be one piece of evidence that would feed into that review and any subsequent decisions. KP noted that, through the Thoracic Surgery Implementation Board and with input from a number of consultants and the CVUHB Medical Director, a set of matrices to be used to assess the locum consultant position through the first year of operation of the Major</p>

	<p>Trauma Centre, as previously agreed by Joint Committee, had been agreed. SL noted both the Thoracic Surgery Implementation Board and the Major Trauma Network already had sight of the guidance.</p> <p>Members noted the original Joint Committee decisions regarding thoracic surgery cover for the Major Trauma Network had been made on the basis that there would be Thoracic Surgery on-site at CVUHB Monday to Friday during daytime hours and that there would be a Thoracic Surgeon call out facility available. SL and KP both emphasised that the implementation of the guidance would not change that decision.</p> <p>ACTION: It was agreed the detail of the original decisions made by Joint Committee around Thoracic Surgery cover to the Major Trauma Centre would be brought back to the May meeting for clarification.</p> <p>Members noted the Service Specification consultation process would allow for feedback from all stakeholders.</p> <p>JT confirmed the guidance had no impact on the operation of the relevant Standards or the ability of the Major Trauma Desk to send a Thoracic Surgeon to the Major Trauma Centre to treat a patient in person should it be required.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the contents of the report.
JC19/089	<p>Major Trauma Commissioning Assurance and Governance Arrangements</p> <p>The Joint Committee received a report providing a description of the proposed commissioning governance structure and interfaces with operational delivery for the South Wales Trauma Network.</p> <p>KP reported the Major Trauma Implementation Board had already had sight of the proposed assurance and governance arrangements and had discussed them at their last meeting. KP further reported that Stephen HARRY, Chief Ambulance Service Commissioner, was supportive of the proposed arrangements.</p> <p>Members were supportive of the arrangements and noted they would be kept under review. Members discussed the role of the Management Group in the proposed arrangements and noted that initially the scrutiny role, including operational performance and clinical governance, would sit with the Delivery Assurance Group but that resource requirements would remain within Management Group's remit.</p>

	<p>Members agreed further consideration would be given to the role of Management Group in the ongoing commissioning assurance and governance structure.</p> <p>Members noted the WHSSC Q&PS Committee was the only scrutiny committee in the commissioning governance structure with Independent Members as committee members and it was agreed consideration would be given to an Independent Member being appointed as Chair of the Delivery Assurance Group. Members agreed that whilst they supported the proposed arrangements they should eventually normalise and mirror those of other specialised services without a specific Network Board and fall under the scrutiny of Management Group.</p> <p>ACTION: It was agreed the proposed assurance and governance arrangements would be implemented but with a view to transitioning into normalised arrangements as soon as possible and a review undertaken at 12 months.</p> <p>It was noted the Operational Delivery Network ('ODN') Memorandum of Understanding would be considered by the Board of each individual affected Health Board.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the information presented within the report; and • Approve the proposed commissioning governance structure for the South Wales Trauma Network subject to a review at 12 months.
JC19/090	<p>Value Based Commissioning Plan (the 'Plan')</p> <p>The Joint Committee received a report advising them of the efficiency savings achieved in 2019-20, describing the approach and process WHSSC followed to develop the value based commissioning plan 2020-23 and outlining the priority initiatives within the value based commissioning plan identified for 2020-21 and how these initiatives would provide value to patients, families and the health service.</p> <p>EE joined the meeting.</p> <p>SD noted the report provided was a progress report to date and not the end result of the work being undertaken. SD further noted that the values presented for 2020-23 were at the low end of a potential range and that the WHSS Team had been extremely prudent in terms of stating minimum savings achievable.</p> <p>SD reported the Plan had been tested at a recent Management Group workshop and had been well received.</p>

	<p>Members discussed the possibility of expanding the Plan to look at entire pathways and agreed that seeking patient input would be important and would influence the direction of travel of the work. To that end SL reported that CB's team were supporting the process and developing Patient Reported Outcome Measures and Patient Reported Experience Measures.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the efficiency savings achieved in 2019-20; • Note the efficiency savings already incorporated within the ICP 2020-23; • Note the approach and process WHSSC has followed to develop the value based commissioning plan 2020-23; • Note that at this point only provisional highly prudent values have been assigned to these schemes pending further detailed examination by the WHSSC team; • Support the priority value based commissioning initiatives identified for implementation in 2020-21; • Support that the WHSSC team progress enabling actions including necessary contracting changes via the Finance Sub Group.
JC19/091	<p>Neonatal Transport Review Recommendations</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 implementation process to commission a permanent 24 hour neonatal transport service.</p> <p>Members noted the final report had been discussed with both Management Group and the Neonatal Transport Sub-Group at the end of February. KP reported that Management Group had supported the Lead Provider proposal and had stressed the need for a sensible neonatal transport budget that would not destabilise the three neonatal intensive care units but had expressed concern over the single site model which they believed would potentially disenfranchise the workforce.</p> <p>KP reported that, given it would take nine months to implement a permanent solution, the Neonatal Transport Sub-Group had been asked to provide a proposal for an interim model solution, as required by Welsh Government, by the end of March 2020.</p> <p>KP informed Members that a combined paediatric intensive care / neonatal intensive care solution had not been recommended in the Report nor was it supported by the wider neonatal community.</p> <p>Members noted that Management Group had delegated authority to approve an interim model solution but it was agreed that if there was no</p>

	<p>clear consensus by Management Group the matter would be referred back to Joint Committee for consideration.</p> <p>Members noted that work on workforce implications, both current and future, was ongoing. JT reported that all neonatal intensive care units had the ability to stabilise patients on-site without having to rely on the mobilisation of consultants around the system and would have access to immediate advice while they waited for specialised transport to arrive.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the Independent Review of the South Wales Neonatal Services; and • Support the recommendations made by Management Group at the extraordinary meeting on 27 February 2020 (Appendix 2). <p>Specifically Joint Committee resolved to:</p> <ul style="list-style-type: none"> • Support the requirement for a 24/7 neonatal transport service for south and west Wales, noting that residents from the BCU Health population already have a 24/7 service; • Support Management Group recommendations that the future model will be commissioned from a lead provider; • Support the establishment of a Task and Finish Group to develop a service specification for the service and implementation process for a 24/7 model; • Support further work to be undertaken by the Finance Sub Group to define and clearly set out the funding of the clinical components of a 24 hours service on the principle will be that the commissioning of a 24 hour service will not de-stabilise the current neonatal intensive care units; • Support the request that in parallel, the Maternity and Neonatal Network undertake demand and capacity modelling of both the number of maternity beds and cots required across the region; and • Approve delegated authority to Management Group to agree an interim solution on the basis that this will be within the resource identified within the 2020/21 Integrated Commissioning Plan (ICP).
JC19/092	<p>Annual Cycle of Business</p> <p>The Joint Committee received a report providing Members with the Draft Joint Committee Annual Business Cycle 2020-21.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note and support the content of the report, including the schedule of meetings for 2020-21.

JC19/093	<p>Integrated Performance Report – December 2019</p> <p>The Joint Committee received a report which provided members with a summary of the performance of services commissioned by WHSSC for December 2019 and detailed the action being undertaken to address areas of non-compliance.</p> <p>KP reported CVUHB Cardiac Surgery outsourcing to Stoke was progressing well and that CVUHB surgeons had identified a potential cohort of patients suitable for outsourced procedures although some had already declined the offer made.</p> <p>KP reported that Plastic Surgery performance at SBUHB was still a cause for concern but that SBUHB had made three permanent and one locum appointments to support Major Trauma work. KP further reported there were very few outsourcing options for the service.</p> <p>Members noted the Lymphoma Standards had now been published and work was ongoing with CVUHB to assist them in achieving these.</p> <p>KP noted two services had been de-escalated since the report had been written – North Wales Adolescent Service and Thoracic Surgery at SBUHB.</p> <p>PG commented that the new style of summary at the beginning of the report was helpful.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note December 2019 performance and the actions undertaken to address areas of non-compliance.
JC19/094	<p>Finance Report Month 10 2019-20</p> <p>The Joint Committee received a report setting out the financial position for WHSSC for the tenth month of 2019-20.</p> <p>Members noted the financial position reported at Month 10 for WHSSC was a year to date underspend of £7,391k with a forecast year end underspend of £4,384k.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the current financial position and year end forecast.
JC19/095	<p>Reports from the Joint Sub-Committees</p> <p>Management Group</p> <p>The Joint Committee received the 23 January and 27 February 2020 briefings.</p>

	<p>All Wales Individual Patient Funding Request Panel The Joint Committee received the report of the 22 January and 25 February 2020 meetings.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> • Note the content of the reports from the Joint Sub-Committees.
JC19/096	<p>Any Other Business There being no other business, the meeting closed.</p>
JC19/097	<p>Date and Time of Next Scheduled Meeting The Joint Committee noted the next scheduled meeting would take place at 09:30hrs on 12 May 2020 in the Conference Room, WHSSC, Unit G1 The Willowford, Treforest Industrial Estate, CF37 5YL.</p>

The meeting ended at 14:35hrs.

Chairman

Date.....

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