

## Minutes of the Meeting of the Welsh Health Specialised Services Committee

held on 14 May 2019 at 09:30

at National Imaging Academy Wales, Pencoed Business Park,  
Bridgend, CF35 5HY

### 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, Betsi Cadwaladr UHB (by VC)
Paul Griffiths	(PG)	Independent Member/Audit Committee Representative
Charles Janczewski	(CJ)	Independent Member/Chair of the WHSSC Quality and Patient Safety Committee
Sian Lewis	(SL)	Managing Director, WHSSC
Tracy Myhill	(TM)	Chief Executive, Swansea Bay UHB
Steve Moore	(SM)	Chief Executive, Hywel Dda UHB
Judith Paget	(JP)	Chief Executive, Aneurin Bevan UHB
Carol Shillabeer	(CS)	Chief Executive, Powys THB
Jennifer Thomas	(JT)	Medical Director, WHSSC
Allison Williams	(AW)	Chief Executive, Cwm Taf Morgannwg UHB

### Deputies Representing Members:

Peter Durning (for LR)	(PD)	Clinical Director, Cardiff & Vale UHB
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### Apologies:

Kieron Donovan	(KD)	Associate Members / Chair of the Welsh Clinical Renal Network
Ian Phillips	(IP)	Independent Member
Len Richards	(LR)	Chief Executive, Cardiff and Vale UHB

### In Attendance:

Karen Preece	(KP)	Director of Planning, WHSSC
Kevin Smith	(KS)	Committee Secretary & Head of Corporate Services, WHSSC

### Observers:

Simon Dean	Welsh Government
Chris Markall	Head of Finance, CVUHB
Reza Rahman	Mallinckrodt Pharmaceuticals

### Minutes:

Michaella Henderson	(MH)	Corporate Governance Officer, WHSSC
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The meeting opened at 09:30

JC19/001	<p><b>Welcome, Introductions and Apologies</b> The Chair formally opened the meeting and welcomed members.</p> <p>Apologies were noted as above.</p>
JC19/002	<p><b>Declarations of Interest</b> The Joint Committee noted the standing declarations. There were no additional declarations to note.</p> <p>VH reminded the Independent Members of their obligation under the Standing Order 1.3.2 to act in a balanced manner, ensuring any opinion expressed is impartial and based on the best interests of the health service across Wales.</p> <p>VH reminded all Members of their obligation under Standing Order 7.3.1 that individual board members must demonstrate, through their actions, that their contribution to the Joint Committee's decision making is based upon the best interests of the NHS in Wales. This is particularly important as there is an inherent tension in a member's role on the Joint Committee and as a member of the Board of an LHB that provides specialised and tertiary services.</p> <p>VH also reminded Members of Standing Order 7.3.3 whereby any Health Board Chief Executive who feels conflicted about the matter under discussion, in the event of a vote, they must abstain from voting.</p>
JC19/003	<p><b>Minutes of the meeting held 22 January 2019 and 26 March 2019</b> Members noted that the Joint Committee had supported the minutes of the meeting held on 22 January 2019 at the meeting on 26 March 2019 and that, as that meeting had not been quorate, the minutes would be referred to the next meeting for formal approval.</p> <p>The Joint Committee <b>approved</b> the minutes of the meetings held on 22 January 2019 and 26 March 2019 as true and accurate records.</p>
JC19/004	<p><b>Action Log and Matters Arising</b></p> <p><b>JC18016 – Reports from the Joint Sub-Committees</b> VH reported that the letter to Gail Williams offering congratulations on behalf of the Joint Committee on her award (Renal Nurse of the Year) had been drafted and would be sent shortly. <b>Action closed</b></p> <p>There were no matters arising not dealt with elsewhere on the agenda.</p>

JC19/005	<p><b>Report from the Chair</b></p> <p>The Joint Committee <b>received</b> the report from the Chair that reminded Members of the various appointments to the Joint Committee, Welsh Renal Clinical Network and the Quality &amp; Patient Safety Sub-Committee discussed at the last meeting and approved by Chairs action on 28 March 2019.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the content of the Report; and</li> <li>• <b>Ratify</b> the Chair’s Action.</li> </ul>
JC19/006	<p><b>Report from the Managing Director</b></p> <p>The Joint Committee <b>received</b> the report from the Managing Director. SL drew attention to the following items within the report which the Members discussed further:</p> <p><b><i>Mother and Baby Unit</i></b></p> <p>SL reported that Management Group had requested more work be done around the staffing model and revenue costs, and a contracting framework be agreed by the Finance Sub-Group, before a full paper is presented to Joint Committee at the September meeting.</p> <p>Members noted SD was liaising with Welsh Government regarding funding for the Mother and Baby Unit.</p> <p><b><i>Potential Data Sharing Issue</i></b></p> <p>SL reported the potential data sharing issues had been resolved although there was still an underlying legislative issue to be resolved by Welsh Government.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the content of the Report.</li> </ul>
JC19/007	<p><b>Thoracic Surgery Update</b></p> <p>The Joint Committee <b>received</b> the report the purpose of which was to</p> <ul style="list-style-type: none"> <li>• Outline the latest information regarding the thoracic surgery cover arrangements for the Major Trauma Centre (‘MTC’), including the workforce arrangements suggested by the medical directors of Swansea Bay UHB (SBUHB) and Cardiff and Vale UHB (CVUHB), and provide a commissioning assessment of those arrangements;</li> <li>• Provide assurance on the arrangements for addressing the further issues raised by the affected health boards as part of their conditional approval of the recommendation for a single adult thoracic surgery centre based in Morrison Hospital, Swansea;</li> <li>• Highlight the key lessons learned from the review of the conduct of the engagement exercise and public consultation;</li> </ul>

- Note the development of the thoracic surgery commissioning plan;
- Note the implementation project has been established by SBUHB; and
- Seek support from Joint Committee for the recommendations to go forward to the six affected health boards and that they be asked to confirm their unconditional approval for a single adult thoracic surgery centre based in Morriston Hospital, Swansea.

Members discussed a number of matters relating to the number of thoracic surgeons required to provide safe cover for the MTC and the pros and cons of delaying a decision on the workforce model until the publication of new guidelines by the Society of Cardiothoracic Surgeons of the UK and Ireland.

It was reported that the chair of CVUHB had expressed concerns particularly relating to delays and patient safety.

**ACTION: It was agreed that the Chair of WHSSC would discuss this with the chair of CVUHB to gain a better understanding of those concerns.**

After careful consideration, Members:

- Requested Dr Sian Lewis (and the WHSS Team) bring a WHSSC commissioning proposal back to the Joint Committee by the end of June 2019 that would take into consideration a number of matters and some uncertainties raised in the paper and during the meeting, related to workforce arrangements that had been developed to provide thoracic surgical cover from Morriston Hospital, Swansea, for the MTC in UHW, Cardiff;
- Noted and received assurance that arrangements are in place to address the further issues raised by the affected health boards in November 2018;
- Supported the recommendations arising from the assessment of lessons learned from the engagement exercise and public consultation;
- Noted the development of the thoracic surgery commissioning plan; and
- Noted the implementation project led by SBUHB has commenced with project board and stakeholder meetings already held.

Consideration of the final recommendation set out in the paper was postponed to the June meeting.

The indicative scope of work for the WHSS Team included:

1. Detail regarding the anticipated demand for thoracic surgery in south Wales, this would include out-patient and surgical activity and allow for the planned 20% increase in activity;

	<ol style="list-style-type: none"> <li>2. Expert advice on the level of activity required to maintain consultant thoracic surgeons' skills;</li> <li>3. Development of indicative job plans for consultant thoracic surgeons to inform an assessment of the appropriate number of consultants;</li> <li>4. Detailed costings for any proposed increase in consultant thoracic surgeons above the original WHSSC recommended level of six consultants;</li> <li>5. Clarity on the role of trauma surgeons in the immediate management of emergency trauma patients and the requirement for input from thoracic surgeons (e.g. telephone advice or on site input); and</li> <li>6. Clarity on the interface of thoracic surgeons in managing trauma patients with other specialties (e.g. rib fixation with orthopaedic surgeons).</li> </ol>
JC19/008	<p><b>South Wales Blood and Marrow Transplant Programme – Review of Investment: Review of Investment – Haematology Pathways</b></p> <p>The Joint Committee <b>received</b> the paper the purpose of which was to:</p> <ul style="list-style-type: none"> <li>• Outline the investment made in the south Wales BMT programme between 2014/15 and 2016/17, and outline the purpose of this investment;</li> <li>• Set out what has been achieved with the additional investment with regard to meeting patient need and delivering on quality standards to meet the service specification and JACIE accreditation requirements;</li> <li>• Describe the clinical outcomes achieved by the south Wales BMT service;</li> <li>• Note current risks in the service and the plans to address these risks; and</li> <li>• Note future service developments.</li> </ul> <p>Members noted the service had excellent clinical outcomes but poor infrastructure and that CVUHB was undertaking work to improve the infrastructure.</p> <p>Members noted:</p> <ul style="list-style-type: none"> <li>• The investment made in the south Wales BMT programme;</li> <li>• The confirmation that the investment has been implemented.</li> <li>• The increase in capacity to meet patient need and the achievement of the quality standards in the service specification and JACIE accreditation requirements;</li> <li>• The excellent clinical outcomes achieved by the service and published by the British Society for BMT;</li> <li>• The current risks and the plans to address these risks; and</li> <li>• The future service developments.</li> </ul>

JC19/009	<p><b>Welsh Renal Clinical Network – Terms of Reference</b></p> <p>The Joint Committee <b>received</b> the paper that proposed revised Terms of Reference for the Welsh Renal Clinical Network ('WRCN') Board.</p> <p>Members noted that, in accordance with the WHSSC Governance and Accountability Framework, the WRCN, as a sub-committee of WHSSC, was required to review the WRCN Board Terms of Reference annually. Members noted the review process had been completed and the WRCN Board approved, on 10 April 2019, all amendments as highlighted in the appended document.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Approve</b> the revised WRCN Board Terms of Reference.</li> </ul>
JC19/010	<p><b>Review of Governance and Accountability Framework</b></p> <p>The Joint Committee <b>received</b> a paper that presented proposed amendments to the WHSSC Governance and Accountability Framework.</p> <p>Members noted the WHSS team was looking at whether the Mental Health and Learning Disabilities Collaborative Commissioning Group was still fit for purpose given it hadn't met in the previous financial year and would bring their evaluation back to a future meeting.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the contents of this paper;</li> <li>• <b>Approve</b> the proposed amendments to the WHSSC Governance and Accountability Framework; and</li> <li>• <b>Support</b> the amended WHSSC Governance and Accountability Framework being taken forward for ratification by local health boards.</li> </ul>
JC19/011	<p><b>Joint Committee Annual Business Cycle 2019-20</b></p> <p>The Joint Committee <b>received</b> the paper the purpose of which was to provide Members with the Draft Joint Committee Annual Business Cycle 2019-20.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> and <b>support</b> the content of the report, including the schedule of meetings for 2019-20.</li> </ul>
JC19/012	<p><b>Corporate Risk Assurance Framework</b></p> <p>The Joint Committee <b>received</b> the paper the purpose of which was to provide Members with an update on the WHSSC risk management framework as at 31 March 2019.</p>

	<p>Members noted the large number of risks shown in the report and KP reported that work was underway to remove provider risks from the corporate risk register. KP further noted that the CRAF should be read in conjunction with the Integrated Performance Report and that a detailed risk discussion was planned for a future Management Group meeting.</p> <p>Members noted the escalation process was being reviewed and as a result clarity would be provided around the de-escalation process.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the update provided within the report; and</li> <li>• <b>Receive assurance</b> that risks were being appropriately assessed and managed.</li> </ul>
JC19/013	<p><b>Integrated Performance Report</b> The Joint Committee <b>received</b> the report the purpose of which was to provide members with a summary of the performance of services commissioned by WHSSC for February 2019 and details the action being undertaken to address areas of non-compliance.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> February performance and the actions undertaken to address areas of non-compliance.</li> </ul>
JC19/014	<p><b>Finance Report Month 12 2018-19</b> The Joint Committee <b>received</b> the report the purpose of which was to set out the financial position for WHSSC for the 12th month of 2018-19.</p> <p>Members noted the financial position reported at Month 12 for WHSSC was an under spend of £2,589k and for EASC an under spend of £603k giving a total under spend of £3,192k.</p> <p>Members resolved to:</p> <ul style="list-style-type: none"> <li>• <b>Note</b> the current financial position and year-end position.</li> </ul>
JC19/015	<p><b>Reports from the Joint Sub-Committees</b></p> <p><b>Management Group Briefings</b> The Joint Committee <b>received</b> the Management Group Briefings from the meetings held on 28 March 2019 and 25 April 2019.</p> <p><b>All Wales Individual Patient Funding Request Panel</b> The Joint Committee <b>received</b> the report.</p> <p><b>Integrated Governance Committee</b> The Joint Committee <b>received</b> the report.</p>

	<p><b>Quality and Patient Safety Committee</b> The Joint Committee <b>received</b> the report.</p> <p><b>Welsh Renal Clinical Network</b> The Joint Committee <b>received</b> the report.</p>
JC19/016	<p><b>Date and Time of Next Meeting</b></p> <p>The Joint Committee noted an extraordinary meeting would be organised for the end of June 2019 and Members notified of the date, time and location.</p>

The meeting closed at 12:20

**Chair's Signature:** .....

**Date:** .....

CONFIRMED