

Appendix 1



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Cwm Taf Morgannwg
University Health Board

Population Health & Partnerships Committee

Annual Report 2021-2022

POPULATION HEALTH & PARTNERSHIPS COMMITTEE ANNUAL REPORT 2021-22

1. FOREWORD

As Chair of the Population Health & Partnerships Committee, I am pleased to commend this annual report, which has been prepared for the attention of the Board and reviews the work of the Committee for the financial year ending 2021-2022.

I would like to begin by extending my sincere condolences to the family of Councillor Philip White, Independent Member of the Committee, who very sadly passed away in 2021. Councillor White had previously been Chair of the Committee and his contribution and knowledge was appreciated by all.

I took over as Chair of this Committee in June 2021 shortly being appointed as CTM's Vice-Chair. Whilst I was already a member of the Committee prior to this, as was my independent member colleague Ian Wells, there were various changes to other members sitting on the Committee during 2021-22 which are outlined on page 7 of this report which included three new appointments. These added to the diversity of expertise and wide-ranging experience of the membership of this Committee.

I would like to express my thanks to all the officers of the Committee who have supported and contributed to the work carried out and for their commitment in meeting important targets and deadlines. I also wish to record my appreciation for the support and contribution given by my fellow independent members in undertaking scrutiny of information being reported in order to provide the Board with assurances.

As part of its business routine, I can confirm that for our first meeting of 2022/23 the Committee received and approved the Annual Committee Cycle of Business in May 2022, which outlined the forward planning for the work of the Committee for 2022-2023.

Jayne Sadgrove
Chair, Population Health & Partnerships Committee

2. INTRODUCTION

The key function of the Committee is to provide advice and assurance to the Board to assist it in discharging its functions and responsibilities as they relate to population health across primary and secondary care. This will have been achieved through various initiatives including partnership arrangements. The Committee will also consider cross-cutting themes and how the organisation is delivering effective service integration and transformation agendas.

All papers relating to the Committee (unless held 'in-committee') are available on the Health Board [website](#). The Committee aims to meet up to four times per annum to scrutinise the Health Board's performance in relation to population health across primary and secondary care and partnership working.

Following each meeting of the Committee, a Board Highlight report is prepared setting out the key matters considered, issues for assurance as well as any risks or topics that need to be escalated for Board consideration. There is also the opportunity to refer key risks back to the Strategic Leadership Group or through reports from Committee Chair at full Health Board meetings.

Key areas of activity for the Committee during 2021-2022 are outlined below:

- Behavioural Insight Communications Methodology
- Pharmaceutical Needs Assessment
- Primary Care Strategic Update
- Mental Health Strategic Update
- Strategy Groups Update
- Stroke Services
- Healthy Weights
- Housing and Homelessness
- Immunisation and Vaccination Programme
- Population Health Management
- Clinical Analysis Backlog from the Primary Care Information Portal
- Learning and Disability Strategic Update
- Primary Care Dental Services
- Key Findings from the Health and Social Care Needs Assessment of HMP Parc Prison
- Primary Care Strategic Area Development – Accelerated Cluster Development
- CTM Decarbonisation Green Strategy
- CTM as an Anchor Organisation
- Partnership Updates – Public Service Board, Regional Partnership Board, Transformational Leadership Board

The Committee is also responsible for developing an annual report for presentation to the Health Board.

3. MEMBERSHIP

The membership of the Committee comprises both Independent and an Executive Director Members, enabling the Committee to provide appropriate scrutiny and assurance to the Board independently of the management decision-making processes.

Independent membership during 2021-22 was as follows:

- Philip White, (Chair of the Committee) (Until October 2021)
- Jayne Sadgrove (Chair of the Committee) (From June 2021)
- Keiron Montague (Vice Chair of the Committee) (Until July 2021)
- Maria Thomas, Independent Member (Until May 2021)
- Ian Wells, Independent Member
- Carolyn Donoghue (From October 2021)
- Lynda Thomas (From November 2021)
- Geraint Thomas (From January 2022)

During 2021/22 the Executive Director Committee Member was Gareth Robinson, who held the position of interim Chief Operating Officer until April 2022 at which point Gethin Hughes took up this position on a substantive basis.

4. MEETINGS

During the period 2021-22 the Committee met on three occasions, namely:

7 April 2021
7 July 2021
6 October 2021

The fourth scheduled meeting of this Committee was due to have taken place in February 2022 but was stood down due to a surge in Covid-19 cases. As a consequence the forward work programme was reviewed to ensure that issues were appropriately prioritised.

Name:	7 April 2021	7 July 2021	6 October 2021
Core Membership			
Philip White	X	X	
Maria Thomas	✓		
Keiron Montague	✓	✓	
Jayne Sadgrove	✓ *	X	✓
Ian Wells	X	✓	✓
Carolyn Donoghue			✓
Lynda Thomas			
Geraint Hopkins			

*Observing the meeting.

Where boxes which are shaded reflect that the individual was not a member of the Committee at that point in time.

The above meetings were quorate.

5. MAIN AREAS OF PHP COMMITTEE ACTIVITY

The agenda for each meeting has followed a standard format in five main parts:

- Part 1 - Preliminary Matters
- Part 2 - Items for Approval/Endorsement
- Part 3 - Governance, Performance and Assurance
- Part 4 - Items for exception reporting, information or update
- Part 5 - Forward Work Programme and Items to be referred to other Committees

Part 1 - Preliminary Matters

This section of the meeting provides the introductory elements to the meeting including apologies for absence, declarations of interest, minutes of the previous meeting, matters arising and details of the action log.

Part 2 - Items for Approval / Endorsement

This section has included receiving the:

- Committee Annual Report 2020/2021 and self-assessment questionnaire
- Committee Terms of Reference

Following the presentation of the results of the annual Committee Self Assessment questionnaire at the meeting of the Committee in November 2022 a corresponding action plan will be developed to seek continually improve the role played by this meeting.

Part 3 - Governance, Performance and Assurance

This section has included reports throughout the year which included:

- Organisational Risk Register
- Regional Partnership Board Annual Report
- Regional Partnership Board Winter Protection plan
- Population Health Management
- Immunisation, Flu and Covid-19 Vaccination Programme

Part 4 - For Information / Other Matters

There were no items shared with the Committee for information purposes.

The 'Forward Look' plan for the Committee was reviewed at each meeting to ensure its content remained appropriately focused.

The Committee Highlight Report is produced following each meeting and subsequently presented to the next available Board meeting.

Links with Other Committees/Boards

Where appropriate a process is in place enabling any relevant matters to be referred to other Board Committees for scrutiny and or action as appropriate.

6. ACTION LOG

In order to monitor progress and any necessary follow-up action, the Committee uses an Action Log that captures all agreed actions and this is reviewed at each meeting.

7. GOVERNANCE

The Committee has four scheduled meetings each year with additional meetings being held as required. The role of the Committee secretariat is crucial to the ongoing development and maintenance of a strong governance framework for CTMUHB, and is a key source of advice and support for the Chair and Committee members.

The purpose of the Committee effectiveness survey is to comply with the Health Board's Standing Orders and evaluate the performance and effectiveness of:

- the Committee Members and the Chair of the Committee
- the quality of the reports presented to Committee
- the effectiveness of the Committee secretariat

8. COMMITTEE ANNUAL SELF-ASSESSMENT

The Committee needs to complete an annual self-assessment. In line with arrangements put in place for all Board Committees during 2022-23, this will be managed through Survey Monkey with an action plan arising from this for the purposes of committee improvement.

9. TERMS OF REFERENCE

The existing Terms of Reference approved most recently by the Board in March 2021 The Committee are asked to review the Terms of Reference, as part of the Annual Cycle of Business as a separate item on the agenda under item 2.1.3.