



**AGENDA ITEM**

3.1.2

**CTM BOARD**

**CHAIR'S REPORT**

**Date of meeting**

31 March 2022

**FOI Status**

Open/Public

**If closed please indicate reason**

Not Applicable - Public Report

**Prepared by**

Director of Corporate Governance

**Presented by**

Emrys Elias, Health Board Chair/  
Independent Member

**Approving Executive Sponsor**

Director of Corporate Governance

**Report purpose**

FOR APPROVAL

**Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)**

**Committee/Group/Individuals**

**Date**

**Outcome**

N/A

NOTED

**ACRONYMS**

None

## **1. SITUATION/BACKGROUND**

This report aims to provide an update to the Board on relevant matters in my capacity as Chair of the Health Board. It also outlines where I have been required to affix the Common Seal of the Health Board for which endorsement is sought.

This overarching report highlights for Board Members the key areas of activity and where appropriate any associated risks, some of which are referred to within the business of the Board meeting and also highlights topical areas of interest to the Board.

## **2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)**

### **2.1 Health Board Appointments**

The term of office of Sharon Richards, CTM's Stakeholder Reference Group (SRG) Chair / Associate Board Member has recently ended. I would therefore like to take this opportunity to extend our thanks for her important contribution and commitment given to this role. The SRG is currently in the process of nominating a new Chair and once that is completed I will be writing to the Minister for Health & Social Services to seek formal approval of the appointment as Associate Independent Member of the Board. An update regarding this will therefore be provided in my next report for the May 2022 meeting of the Health Board.

An update on Executive recruitment and appointments are included in the Chief Executive's Report.

### **2.2 Good Governance Institute (GGI) Development Session – 23 February 2022**

At the GGI session, the Board received the following presentations:

- Board Assurance Framework, delivered by Joe Roberts (GGI) and Cally Hamblyn (CTMUHB). The presentation included the revised Board Assurance Framework Report; revised Risk Appetite Statement; Draft All Wales Risk Domain Matrix and next steps.
- Supporting Development & Improvement - Competency Matrix, delivered by Peter Allanson & Joanne Watson (GGI). The presentation included Director skills matrix for Welsh Health Boards.

- CTM Integrated Medium Term Plan (IMTP) delivered by Linda Prosser & Sally May (CTMUHB).

## **2.3 Board Development Session – 9 March 2022**

The Board was able to meet face to face at the Gellideg Wellbeing Centre in Merthyr Tydfil and received the following presentations:

- Overview of the Work of the Gellideg Foundation - delivered by Helen Bujaenko, Gellideg Foundation Manager.
- Improving the Use of Data - delivered by John Boulton, National Director for NHS Quality Improvement & Patient Safety / Director of Improvement Cymru.
- Human Tissue Act (2004) Compliance - delivered by Dr Paul Davies, Assistant Director (Operational Support/ HTA Designated Individual).
- Putting Things Right - delivered by Jonathan Webb, Welsh Risk Pool
- Integrated Medium Term Plan - delivered by Sally May Director of Finance, CTMUHB.
- Cwm Taf Morgannwg 2030 Strategy - delivered by Paul Mears, CEO CTMUHB.
- Public Engagement - delivered by Marie Evans, Head of Planning & Commissioning.

## **2.4 Diary Commitments/Meetings attended since the last Board Meeting.**

- Local Authority Leaders/Chair/CEO Meeting
- Independent Members/Chair/CEO Meeting
- 1:1s (Chief Executive, Vice Chair, Director of Governance, Executive Directors, Chairs of other HBs)
- Independent Member Appraisal Meetings (all now complete)
- Chair Peer Group Meeting
- CEO/IM Informal Briefings
- Cwm Taf Morgannwg Staff Q&A session
- Cwm Taf Public Service Board
- Ministerial meeting with NHS Chairs
- Visits to various services and sites across CTMUHB
- Consultant Interview Panel
- Accelerated Cluster Development Meeting
- Cultural Competence Awareness Training with MIND
- 1:1 introductory meeting with Chair NWSSP
- Together for Mental Health / Talk to Me Meeting

- Regional Partnership Board Special Meeting
- Together for Mental Health Ministerial Delivery and Oversight Board for Wales
- Welsh Government Mental Health Crisis Care Concordat
- Executive Director of Therapies and Health Sciences Interviews
- CTM Board Development Session
- Visit to Voluntary Action Merthyr Tydfil (VAMT)
- Visit to Bryn Y Cae Residential Home with Cllr Huw David, Bridgend LA.
- Cwm Taf Morgannwg UHB Regional Partnership Board
- Statue Unveiling, Ty Calon Lan, Mountain Ash, RCT.

### **Meetings / discussions with Local Politicians**

- MS/MP monthly meetings with Chair/CEO

## **3 KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE**

### **3.1 COMMON SEAL**

The Board is asked to **ratify the use of the Common Seal** applied since the last Board meeting;

- **Agreement between CTMUHB and Maxime Partnership, C5 Business Centre, North Road, Bridgend Industrial Estate, Bridgend CF31 3TP** for works for upgrade/improvement work in acute wards at Mental Health Unit, RGH, Llantrisant.
- **Agreement between CTMUHB of Dewi Sant Health Park, Albert Road, Pontypridd and Andrew Scott Limited, registered office The Grange, Margam, Port Talbot** for MR and Fluoroscopy, PoW Hospital Cwm Taf Intermediate Building Contract.
- **Agreement between CTMUHB of HQ, Ynysmeurig House, Navigation Park, Abercynon and Gleeds Management Services Limited, of 95 New Cavendish Street, London W1W 6XF** for the commencement of stage 3 services for the decant modular theatres at POW.
- **Deed between Cwm Taf Morgannwg UHB and the Welsh Ministers** for Unit 2 Gwaun Elai Campus, Ely Valley Road, Llantrisant CF72 8XL.
- **Contract between Cwm Taf Morgannwg UHB and the Welsh Ministers** for the Sale of Freehold Land with Vacant Possession at Unit 2 Gwaun Elai Medi Campus, Ynysmaerdy Llantrisant CF72 8XL.



- **Deed of Covenant between Cwm Taf Morgannwg UHB and the Coal Authority** relating to property known as Unit 2 Gwaun Elai Medi Science Park Ynys Maerdy Llantrisant CF72 8XL.
- **Deed of Covenant between Cwm Taf Morgannwg UHB and CRGW** to be bound by existing positive covenants.
- **Agreement between HM Land Registry, Welsh Ministers and Cwm Taf Morgannwg UHB** for Unit 2, Gwaun Elai Medi Campus Ynysmaerdy Llantrisant CF72 8XL.

This requires endorsement by the Board as set out in the recommendations of this report.

### 3.2 CHAIR'S URGENT ACTION

#### **Amendment to Scheme of Delegation for Carry over/Sale of Annual Leave**

Health Board Members were sent an email on 28 February 2022 inviting the Board to **AUTHORISE** the proposal to amend the scheme of delegation for carry over / sale of annual leave. The Welsh Government issued a pay circular on 20 December 2021 informing NHS Wales employers, should employees be unable to take their current annual leave entitlement, in the 2021/2022 leave year, they should be permitted to either carry over and / or sell it back to the Organisation. To enable effective management of this scheme, temporary changes are needed to the Health Board's Scheme of Delegation.

The following recommendations were **APPROVED** by the Chair, Chief Executive and Independent Members:

- To **APPROVE** the temporary amendments to the SoD, to facilitate the approval process for the Welsh Government's Carry Over and Selling Annual Leave Scheme 2022.
- To **APPROVE** temporary delegated authority be granted under the SoD, to the applying employee's manager (with responsibility for approving their annual leave on ESR, HealthRoster or CLW), to approve an application to carry over annual leave, should the employee have the leave to do so and it is within the agreed limits, set out in the Welsh Government Scheme. The SoD will revert to the Health Board's standard SoD, once the 2022 scheme has closed.
- **NOTING** managers already have the authority to approve the carry over of annual leave for those staff returning from long-term sick and maternity leave.
- To **APPROVE** temporary delegated authority be granted under the SoD, to the applying employee's manager (with responsibility for approving



their annual leave on ESR, HealthRoster or CLW), to approve an application to sell annual leave, should the employee have the leave to do so and it is within the agreed limits, set out in the Welsh Government Scheme. The SoD will revert to the Health Board's standard SoD, once the 2022 scheme has closed.

- **NOTING** managers already have the authority to approve the payment of outstanding annual leave upon an employee's termination of employment.

No objections to approval were received.

#### 4 IMPACT ASSESSMENT

<b>Quality/Safety/Patient Experience implications</b>	Yes (Please see detail below)
	The number one focus of the Board and its business is to ensure good quality and safe patient care across all areas of its activity.
<b>Related Health and Care standard(s)</b>	Governance, Leadership and Accountability
	The 22 Health & Care Standards for NHS Wales are mapped into the 7 Quality Themes but within a Governance Framework.
<b>Equality Impact Assessment (EIA) completed - Please note EIAs are required for <u>all</u> new, changed or withdrawn policies and services.</b>	No (Include further detail below)
	If yes, please provide a hyperlink to the location of the completed EIA or who it would be available from in the box below.
	If no, please provide reasons why an EIA was not considered to be required in the box below.
<b>Legal implications / impact</b>	Not required
	Yes (Include further detail below)
	Board endorsement of the Affixing of the Common Seal, is a requirement of the Board's Standing Orders.
<b>Resource (Capital/Revenue £/Workforce) implications / Impact</b>	There is no direct impact on resources as a result of the activity outlined in this report.



**Link to Strategic Goals**

Improving Care

## 5 RECOMMENDATION

Members of the Board are asked to:

- **NOTE** the report.
- **ENDORSE** the Affixing of the Common Seal to the above listed documents.
- **RATIFY** the approval gained via Chair's Urgent Action relating the amendment of the scheme of delegation for carry over / sale of annual leave.