



Llywodraeth Cymru  
Welsh Government

## **University Designation Guidance** **May 2021**

This guidance is intended to support University designated Health Boards and Trusts. It provides examples of activity/evidence that could be used as part of annual reporting to Boards, and to Welsh Government. The guidance has been produced through partnership working between Welsh Government, NHS Wales, and other stakeholders.

### **Assessment of 'University' activity should be based on the following principles:**

**1. Priorities** Health Boards and Trusts should use strategic analysis to identify areas of opportunity for research, innovation, training and education, for example through considering: need and demand, health outcomes inequality, service pressures, areas of strength, and key stakeholder and partner interests. Priorities should be reviewed regularly.

Example evidence: - High level analysis drawing on existing documents setting out strategic priorities.

**2. Leadership** Senior leaders should show strong commitment against the criteria for University Designation, aligned to priorities.

This should be reflected in key policy documents, and in organisational roles and responsibilities.

Example evidence: – Statement of intent, policy documents, board level reporting against priorities.

**3. Planning** Priorities and leadership commitments should be reflected in organisation plans, and in targeted action plans.

Example evidence: - Visibility in IMTP, action plans with timescales and measurable outcomes.

**4. Delivery** Health Boards and Trusts should develop frameworks, processes and tools which encourage and enable staff to make progress against plans and priorities.

Example evidence: - Documented frameworks and processes, toolkits and resources. Analysis of the use of these resources,

**5. Skills and Capacity** Health Boards and Trusts should have an understanding of their current capacity and capability, and plans to meet future requirements, aligned to plans and priorities.

Example evidence: - Analysis of current and future workforce needs, workforce planning and reporting on progress, resources to support staff development.

**6. Assurance** Delivery against plans and priorities should be reviewed at Board level, as part of regular reporting to Welsh Government.

Example evidence: Discussion of board reports, recommendations and their implementation, sharing of lessons learned.

**7. Strategic Review** The Board shall provide assurance in reviewing its strategic approach to ensure continual improvement. The system for managing University designation should be reviewed by the Board to continually improve with a focus on the Organisation's most critical gaps and deviations.

Example evidence:

- 6 monthly review by senior management (to include annual report as review and basis for gap analysis and priority setting),
- Forthcoming actions set as a result of review in relation to context, leadership and planning,
- Strategic direction/level of ambition shall be revised as a result of the strategic review.