

ASSURANCE REPORT

NHS WALES SHARED SERVICES PARTNERSHIP COMMITTEE

Reporting Committee	Shared Service Partnership Committee
Chaired by	Mrs Margaret Foster, Chair
Lead Executive	Mr Neil Frow, Managing Director, NWSSP
Author and contact details.	Peter Stephenson, Head of Finance and Business Development
Date of meeting	14 March 2019
Summary of key matters including achievements and progress considered by the Committee and any related decisions made.	

The full agenda and accompanying reports can be accessed on our website.

1. Managing Director's Report

The Committee received a paper from the Managing Director, NWSSP which included an update on:

SBS – Members of the SMT visited SBS in Yorkshire (who provide Shared Services to a significant number of NHS bodies in England) to share experience and knowledge.

Open Exeter System – A more detailed proposal has been received from Northern Ireland to provide a replacement service. Discussions continue on the financial and legal aspects of their proposal, and this remains a red risk on the Corporate Risk Register.

Transforming Access to Medicine – The project remains on track, and the SSPC has endorsed in principle support for funding the initial project, which is looking at reviewing the options for future Pharmacy Technical Services.

2. Review of Laundry Services

The Committee received a paper asking for approval of the proposed way forward with regard to future management arrangements for an all Wales laundry service. The Committee had previously reviewed the outline business case for laundry services at its November 2018 meeting and had approved a future delivery model based on three sites across Wales, but with more work to do on the management arrangements for this service. The management arrangements were the subject of an additional workshop held at the end of January at which all organisations were represented at a senior level. The outcome of the workshop was a single provider should manage the new service. This was endorsed by all members, with the exception of BCUHB who did not want to participate in an all Wales laundry service.

The Committee then had a lengthy discussion on which organisation was best

placed to provide the service (i.e. NWSSP or a Health Board) and if an additional process was needed to determine who should provide the service. The majority of members of the Committee were in favour of NWSSP providing the service due to:

- Laundry is a non-core service for Health Boards and NWSSP was established to provide such services;
- NWSSP has a good record in delivering such services, and is forecasting a £2.1m annual saving to NHS Wales for this service;
- NWSSP is truly independent in terms of providing the service, which would not be the case if a Health Board were to deliver it.

3. GP Indemnity Protocol

The GP Indemnity Scheme is due to commence with effect from 1 April under the management of NWSSP. The scheme will cover future clinical negligence liabilities for all GPs who opt into it. Welsh Government have approved the budget for 2019/20, and it is anticipated that the scheme will receive approximately 100 claims annually. The Committee approved the Protocol, which had been similarly endorsed by the Welsh Risk Pool Committee on the 13th March 2019.

4. Updated Scheme of Delegation

The Committee approved two minor changes to the Scheme of Delegation which provide greater authority for the Managing Director and Director of Finance & Corporate Services in approving internal invoices.

5. PMO Highlight Report

The Committee reviewed the report, which demonstrated that the majority of the 21 projects currently being managed by the PMO were on-track. The two current red-rated projects, which are both relatively small, are being addressed and should be back on-track shortly.

6. Finance & Workforce Report

The Committee noted that the financial performance of NWSSP was on track and that all KPIs were either green or amber. In addition, Welsh Government had recently provided £600k of additional capital funding. The Welsh Risk Pool budget is also on-track and there will be no need to call on the risk-sharing agreement for the current year.

The key message from the Workforce statistics is that sickness absence is higher than the previous year, particularly in respect of short-term absences. The most common reason for this is stress and anxiety, and work is on-going to address this.

Recruitment is also underway for the Medical Examiner Service but the launch date for this is now unlikely to be before the autumn.

7. Corporate Risk Register

There are two red-rated risks on the register. The first of these relates to the

NHAIS replacement, which was covered in the Managing Director's report. The second relates to preparations for a no-deal BREXIT, for which a number of initiatives are on-going, particularly in the area of the supply chain to NHS Wales.

8. Audit Committee Highlight Report

The Committee noted the update from the January Audit Committee meeting. Six internal audit reports were presented, and all had a reasonable assurance rating. No internal audit actions are outstanding.

9. 2019/20 Forward Plan

The Committee noted the Forward Plan for the coming year.

Matters requiring Board/Committee level consideration and/or approval

- The Board is asked to **NOTE** the work of the SSPC and ensure where appropriate that Officers support the related work streams.

Matters referred to other Committees

N/A

Date of next meeting	23 May 2019
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