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WALES

Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	30 May 2019	Agenda Item	6.3
Report Title	Corporate Governance Report		
Report Author	Claire Mulcahy, Corporate Governance Officer		
Report Sponsor	Pam Wenger, Director of Corporate Governance		
Presented by	Pam Wenger, Director of Corporate Governance		
Freedom of Information	Open		
Purpose of the Report	To report on corporate governance matters arising since the previous meeting.		
Key Issues	<p>There are a number of corporate governance matters which have to be reported to the board as a regular item in-line with standing orders. This report encompasses all such issues as one agenda item.</p> <p>The Board is asked to receive the updates in relation to :</p> <ul style="list-style-type: none"> • Affixing the Common Seal; • Welsh Health Circulars; • Changes to the provision of voting for the Health Board Joint Committees; and • Business Cycle 		
Specific Action Required (please choose one only)	Information	Discussion	Assurance
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> • NOTE the report. 		

CORPORATE GOVERNANCE REPORT

1. INTRODUCTION

To report on corporate governance matters arising since the previous meeting.

2. BACKGROUND

There are a number of corporate governance matters which have to be reported to the board as a regular item in-line with standing orders. This report encompasses all such issues as one agenda item.

3. GOVERNANCE AND RISK ISSUES

i. Affixing the Common Seal

In-line with standing orders, a routine report on documents to which the common seal has been affixed is required. Attached at **appendix 1** are details taken from the seal register. All documents have been signed by the Chairman or Vice-Chairman and an executive director or the Director of Corporate Governance, in line with the requirements.

ii. Welsh Health Circulars (WHCs)

Welsh Government issues WHCs around specific topics. The WHCs set out in **appendix 2** have been received since the last meeting and are available via the [Welsh Government website](#), where further details as to the risks and governance issues are available.

iii. Board Business Cycle

At each meeting, the board receives copy of its business cycle which outlines the business planned for each meeting. This is at **appendix 3**.

4. FINANCIAL IMPLICATIONS

There are no financial implications arising within this report.

5. RECOMMENDATIONS

Members are asked to:

- **NOTE** the report.

Governance and Assurance		
Link to Enabling Objectives (please choose)	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input type="checkbox"/>
	Partnerships for Care	<input checked="" type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
(please choose)	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input type="checkbox"/>
	Effective Care	<input type="checkbox"/>
	Dignified Care	<input type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
The common seal is applied to legal and official documents which develop services, buildings, processes and systems to enhance the way in which the health board functions and support and patients. In addition, Welsh health circulars provide advice, guidance and information relating to changes in process or services which work to enhance services.		
Financial Implications		
There are no financial implications associated with this report.		
Legal Implications (including equality and diversity assessment)		
The common seal is primarily used to seal legal documents such as transfers of land, lease agreements and other important/key contracts. The seal may only be fixed to a document if the board or committee of the board has determined it shall be completed under seal, or if a transaction to which the document relates has been approved by the board or committee of the board. Any legal implications relating to Welsh health circulars would be identified in the individual documents.		
Staffing Implications		
There are no staffing implications contained within this report.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
Welsh health circulars provide advice, guidance and information relating to changes in process or services which work to enhance the way in which NHS Wales organisations function and would therefore potentially have individual long-term impacts.		
Report History	This report is a standard item on the board's business cycle.	
Appendices	Appendix 1 – affixing of the common seal Appendix 2 – Welsh Health Circulars Appendix 3 – board business cycle	

Appendix 1**REGISTER OF SEALINGS**

Document Number	Date Signed	Document Details
01/19	09.04.19	The development of the Vale of Neath Primary Care Centre
02/19	29.04.19	The Lease of premises at Morriston Hospital, Heol Maes Eglwys Morriston
03/19	29.04.19	Renewal lease- First Floor, Ty Garngoch Swansea
04/19	29.04.19	Renewal Lease – Office premises at Cimla Health & Social Care Centre, Cimla
05/19	15.05.19	Renewal Lease – Opticians Premises at Singleton Hospital

Appendix 2

WHC number and title	Date received	Recipients
WHC (19) 006 NHS Wales National Clinical Audit and Outcome Review Plan Annual Rolling Programme for 2019/20	09/05/2019	Health Boards and NHS Trusts Chief Executives Medical Directors Directors of Primary Care
WHC (19) 012 Implementation of OBS Cymru (Obstetric Bleeding Strategy for Wales), a management strategy for Postpartum Haemorrhage (PPH), in Maternity Services	09/04/2019	Chief Executives Directors of Nursing Medical Directors Heads of Midwifery Clinical Directors (Maternity)
WHC (19) 013 2019/20 LHB & Trust Monthly Financial Monitoring Return Guidance	12/04/2019	Chief Executives and Directors of Finance
WHC (19) 015 The National Influenza Immunisation Programme 2019/20	16/04/2019	General Practitioners Community Pharmacists Immunisation Leads, Chief Executives, Medical Directors, Nurse Executive Directors Chief Pharmacists, Directors of Public Health Directors of Maternity Services, Directors of Workforce and Organisational Development Directors of Primary Community and Mental Health
WHC (19) 016 European Parliamentary Elections 23 May 2019	30/04/2019	Health Boards and NHS Trusts
WHC (19) 017 Living with persistent pain in Wales guidance	07/05/2019	Health Boards Chief Executives Medical Directors Directors of Primary Care