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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	24th November 2022	Agenda Item	4.2
Report Title	Corporate Governance Report		
Report Author	Georgia Pennells, Corporate Governance Officer		
Report Sponsor	Hazel Lloyd, Director of Corporate Governance		
Presented by	Hazel Lloyd, 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"> • Matters considered In-Committee; • Welsh Health Circulars; • Business Cycle; • Common Seal Register. 		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> • NOTE the Matters considered In-Committee including Chair's Actions; Welsh Health Circulars, Business Cycle, and the Common Seal Register. 		

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) Matters Considered In-Committee

In accordance with standing orders, the health board is required to report any decisions made in private session, to the next available public meeting of the board.

The following items were discussed during the in-committee board session in September 2022:

- **Finance Update 2022/23** – The board received a presentation on the finance update 2022/23.
- **Key Issues Report from In-Committee Board Committee meetings** - a report on key issues discussed at recent committee meetings was received for assurance.
- **Chair's Actions** – The following seven separate actions were received for ratification:
 - Continuing Care Case
 - Medacs Extension
 - National Validation
 - Clinical Negligence Case - 449
 - Extension to Capital Planning Consultancy Frameworks
 - Clinical Negligence Case - 866/486
 - Clinical Negligence Claim – 1372/437

(ii) Welsh Health Circulars (WHCs)

Welsh Government issues WHCs around specific topics. The WHCs set out in **appendix 1** 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 set out in **appendix 2**.

(iv) Common Seal Register

In-line with standing orders, a routine report on documents to which the common seal has been affixed is required. Attached at **appendix 3** are details taken from the seal register.

4. FINANCIAL IMPLICATIONS

There are no financial implications arising within this report.

5. RECOMMENDATIONS

Members are asked to:

- **NOTE** the Matters considered In-Committee including Chair's Actions; Welsh Health Circulars, Business Cycle, and the Common Seal Register.

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		
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)		
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 - Welsh Health Circulars; Appendix 2 - Board business cycle; Appendix 3 – Common seal register
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Appendix 1

WELSH HEALTH CIRCULARS LOG

WHC number and title	Date received	Recipients
WHC/2022/026 Approach for Respiratory Viruses – Technical Guidance for Healthcare Planning	11.10.22	All Health Boards and NHS Trusts
WHC/2022/003 Guidance for the provision of continence containment products for adults in Wales 2022	21.10.22	Local Health Board Chairs, Local Health Board Chief Executives, Local Health Board Board Secretaries, Local Health Board Medical Directors and Local Health Board Directors of Nursing
WHC/2022/004 Guidance for the care of children and young people with continence problems	21.10.22	Local Health Board Chairs, Local Health Board Chief Executives, Local Health Board Board Secretaries, Local Health Board Medical Directors and Local Health Board Directors of Nursing
WHC/2022/027 Urgent polio catch-up programme for children under 5 years old	24.10.22	Immunisation Leads, Health Boards/Trusts School nurses, Health Boards/Trusts Chief Executives, Health Boards/Trusts Medical Directors, Health Boards/Trusts Nurse Executive Directors, Health Boards/Trusts Directors of Public Health, Health Boards Chief Executive, Public Health Wales Executive Director of Public Health Services, Public Health Wales Nurse Director, Public Health Wales Head Vaccine

		Preventable Disease Programme, Public Health Wales and NHS Wales Informatics Service
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Appendix 3

COMMON SEAL REGISTER

Doc No	Document Details	Date Signed
46/22	Transfer/Sale of Coelbren Health Centre	14.06.22
47/22	Financial Governance & Risk Sharing Agreement – Substance Misuse Partnership Board	25.08.22
48/22	Cymmer/Croeserw Alternative Sites	31.08.22
49/22	Port Talbot Resource Centre Phlebotomy Suite	10.08.22
50/22	AHU Interfurn – Feasibility Study	10.08.22
51/22	Framework agreement 3 for the provision of construction works between £200K - £2M for Swansea Bay (Region A)	24.08.22
52/22	Framework agreement 1 for the provision of construction works up to £200K for Swansea Bay (Region A)	24.08.22
53/22	Framework agreement 1 for the provision of construction works up to £200K for Swansea Bay (Region A)	24.08.22
54/22	Framework agreement 1 for the provision of construction works up to £200K for Swansea Bay (Region A)	24.08.22
55/22	Framework agreement 3 for the provision of construction works between £200K - £2M for Swansea Bay (Region A)	24.08.22
56/22	Framework agreement 3 for the provision of construction works between £200K - £2M for Swansea Bay (Region A)	24.08.22

57/22	Medical Records relocation from acute sites Workstage 2 & 3	12.09.22
58/22	Singleton Dr Refurbishment	12.09.22
59/22	Singleton Dr Refurbishment Workstage 2-7	12.09.22
60/22	ED CCTV Affray System Murrison Hospital	12.09.22
61/22	Pet CT Scanner Singleton Hospital	12.09.22
62/22	Orthopaedic Day Surgery – Modular Extension Singleton Hospital	12.09.22
63/22	Infrastructure Design for No 3 Modular Operating Theatres at Neath Port Talbot Hospital	12.09.22
64/22	CT Scanner Replacement Workstage 2-7 Murrison	12.09.22
65/22	Murrison Electrical Infrastructure Review	12.09.22
66/22	Reconfiguration Works Enfys Murrison Hospital	12.09.22
67/22	Fluoroscopy Replacement Workstage 4-7 Murrison Hospital	12.09.22
68/22	Fracture Clinic Workstage 2-7 Murrison Hospital	12.09.22
69/22	Management Centre Server Room Murrison Hospital	12.09.22
70/22	Unit 32 Baglan Industrial Estate additional office space	12.09.22
71/22	Unit 32 Baglan Industrial Estate additional office space	12.09.22
72/22	Orthopaedic Day Surgery – Modular Extension Singleton Hospital	12.09.22
73/22	Create new Phlebotomy Suites Port Talbot Resource Centre & Central Clinic	12.09.22
74/22	Linac 5 Replacement Singleton Hospital	12.09.22
75/22	Linac 5 Replacement Singleton Hospital	12.09.22
76/22	Enabling Works: Modular Building Orthopaedic Theatres NPT Hospital	12.09.22
77/22	Enabling Works: Modular Building Orthopaedic Theatres NPT Hospital	12.09.22
78/22	Feasibility Study for NPT Theatres	12.09.22
79/22	Efab Bryn Afon Ferndale LD Premises	12.09.22
80/22	Opticians Premises at Singleton Hospital	12.09.22
81/22	Deed of surrender relating to part fifth (ward 10) central, ward block Singleton Hospital	02.11.22
82/22	MRI Suite Murrison work stage 2-6	02.11.22

83/22	Burns ITU North work stage 2-6	02.11.22
84/22	Burns Theatre 7 work stage 2-6	02.11.22
85/22	Gorseinon Phlebotomy	02.11.22
86/22	Morrison Hospital – Ventilation Upgrade & Remedials GPOOH's / East	02.11.22
87/22	MRI SUITE Morrison work stage 2 – 7	02.11.22
88/22	Burns ITU North Work stage 2 – 7	02.11.22
89/22	Burns Theatre 7 Work Stage 2 – 7	02.11.22
90/22	CT Scanner Replacement – Singleton Hospital	02.11.22
91/22	CT Scanner Replacement – Singleton Hospital	24.10.22
92/22	Appointment of the Project Manager. Regional Pathology Centre Development at Morrison Hospital	02.11.22

Health Board Work Programme

Topic	Lead	May	June	July	September	November	January	March
Preliminary Matters								
Patient Story	Director of Nursing and Patient Experience							
Minutes of the Previous Meeting	Director of Corporate Governance							
Action Log	Director of Corporate Governance							
Chair's Report	Chair (verbal)							
Chief Executive's Report	Director of Corporate Governance							
Quality, Safety and Performance								
Committee Key Issue Reports	Director of Corporate Governance							
HIW Annual Report	Director of Nursing and Patient Experience							
Covid nosocomial plan	Director of Nursing and Patient Experience/Medical Director							
Risk Register	Director of Corporate Governance							
Board Assurance Framework	Director of Corporate Governance							
Quality Management Framework	Director of Corporate Governance							
Annual Report and Governance Statement	Director of Corporate Governance							
Annual Accounts and ISA260	Director of Finance							
Strategic Items								
Progress Against the IMTP	Director of Strategy							
Discretionary Capital Plan	Director of Strategy							
Budget and Financial Allocations	Director of Finance							
Major Incident Plan	Director of Strategy							
Winter Plan	Chief Operating Officer							
Governance								
Corporate Governance Issues	Director of Corporate Governance							
Welsh Language Standards	Director of Corporate Governance							
Review of Standing Orders	Director of Corporate Governance							
Organisational Annual Report	Director of Corporate Governance							
Accountability Report	Director of Corporate Governance							
Advisory Group Key Issues	Director of Corporate Governance							
Structured Assessment and Audit Letter	Director of Corporate Governance							
Items Already Considered by Committees								
Financial Position	Director of Finance							
Performance Report	Director of Finance							
Nurse Staffing Levels (Wales) Act 2016	Director of Nursing and Patient Experience							
Items for Noting								
NHS Wales Partnerships	Director of Strategy							
External Partnerships	Director of Strategy							