ANGLESEY LOCAL HEALTH BOARD

Minutes of the Local Health Board Meeting
held on Tuesday, 22 November 2005
Lastra Farm Hotel AMLWCH

Present:
Dr Wil Roberts, Chairman
Mrs Lynne Joannou, Chief Executive
Mrs Alyson Constantine, Director of Commissioning & Performance Management.
Mr John Hughes, Finance Director
Mrs Kathryn Dignam, Non-Officer Member (Carer)
Prof. Eirlys Jacks, Non-Officer Member (Lay)
Mr Huw Thomas, Non-Officer Member (Local Authority)
Dr James Vousden, Non-Officer Member (GP)
Councillor John Chorlton, Non-Officer Member (Local Authority)
Rev Hywel Meredydd, Non-Officer Member (Voluntary)
Dr Medwyn Williams, Medical Director
Mr Byron Williams, Non-Officer Member (Local Authority)
Mrs Jo Charles, Associate Director of Public Health
Dr Huw Parry, Non-Officer Member (GP)
Mrs Di Barnes, Non-Officer Member (Nurse)
Councillor Goronwy Parry, Non-Officer Member (Local Authority)
Mrs Carol Williams, Associate Member (CHC)
Mr David Barlow, Non-Officer Member (Pharmacist)
Mr Craig Barton, Associate Member (Trust)
Mrs Barbara Dixon, Non-Officer Member (Dentist)
Mrs Pam Lewis, Non-Officer Member (PAM)

Apologies:
Mr Bryan Allport, Non-Officer Member (Optometrist)
Mrs Pat Hughes, Non-Officer Member (Voluntary)
Mr Mike Jamison, Associate Member (Trust Consultant)
Dr Ewan Thomas, Non-Officer Member (GP)

In attendance
Mrs Grace Lewis-Parry, Chief Executive Gwynedd LHB
Mrs Sydna Roberts, Corporate Services Manager (Minutes)

(05) 104 WELCOME
The Chair welcomed everyone to the November Local Health Board meeting at the Lastra Farm Hotel Amlwch.

(05) 105 DECLARATION OF INTEREST
In accordance with Section 6 - Declarations of Interest of Anglesey Local Health Board Standing Orders Dr Wil Roberts, Dr Medwyn Williams, Dr Huw Parry, Dr James Vousden, Dr Ewan Thomas and Mr Bryan Allport declared an interest. Mrs Lynne Joannou, Mr John Hughes, Mrs Alyson Constantine and Mrs Elizabeth Powell declared an interest in item (05) 121 – Minutes of Statutory Committees.

(05) 106 MINUTES OF MEETING HELD ON 27 SEPTEMBER 2005
Minutes of the LHB Board meeting held on 27 September were presented and accepted as a correct record
**MATTERS ARISING**

(05) 71 Performance Report  
Rev Hywel Meredydd wished to congratulate the Trust for erecting “No Smoking” signs in the new entrance to Ysbyty Gwynedd

**CHAIRMAN’S REPORT**

i. Annual Welsh NHS Confederation Conference – Cardiff  
The Chairman reported on the recent Confederation Conference that he had attended with the Chief Executive, Director of Finance and Nurse Director in Cardiff. The conference had been supported by a number of key note speakers including Prof. Chris Ham, Rt Hon Rhodri Morgan and Dr Brian Gibbons.

ii. Welsh Local Government Association  
Dr Wil Roberts attended a joint meeting arranged by the WLGA as the North Wales LHB representative. This was also attended by Dr Brian Gibbons, Minister for Health and Social Care. One of the areas discussed was the Local Authority Finance Methodology which appears to be more flexible than the LHB’s.

i. Partnership Working – Beecham Review  
Dr Roberts gave evidence to the Beecham Enquiry on the role of the LHB and how efforts of communications could be made more effective.

**PRESENTATION – Sportslot**

Community Chest Panel – Welsh Sports Council Presentation  
The Chairman introduced Mr Steve Morgan Welsh Sports Council, Dr Wyn Morgan GP Coed y Glyn Surgery Llangefni, and Sian Mai Jones, Leisure Department Isle of Anglesey County Council to the meeting.

Mr Morgan gave a short presentation on the Community Chest initiative which looks at financially supporting community projects that promote exercise and a healthy lifestyle.

The Chairman thanked all for attending and encouraged members to share the information received and help promote the initiative. He also informed members that application packs would be made available via Sydna Roberts, Corporate Services Manager at the LHB offices in Llangefni.
(05) 110  FOR DISCUSSION

Finance Report

Mr John Hughes Director of Finance presented the Finance Report in a new format noting that any comments on the reviewed format were welcomed. Mr Hughes guided members through the report noting that on page one the ‘traffic light system’ is utilised to report on the LHB’s performance against the key financial targets indicating how successful the LHB is in managing the risk areas that threaten its ability to achieve financial balance. He noted that the biggest risk was the escalating cost of continuing health care and that the LHB is expecting to overspend by around £200K. Other pressures he referred to were £380k additional funding to Secondary Care Trusts and a pressure of about £100k from the Gobowen contract. However Mr Hughes noted that these pressures are currently being mitigated by prescribing savings expected to be around £600k for the year.

Mr Hughes went on to explain the two other pages of the report which included key performance indicator graphs. The final page of the report referred to the key risks and issues as well as some of the assumptions made by the LHB. He drew particular attention to Issue number 5 which referred to the lack of clarity over availability of brokerage facility. Mr Hughes reminded members that he had informed them previously of his efforts to pursue the possibility of brokerage with WAG. However, he noted that the situation remains unclear and further written guidance is awaited from WAG.

Prof Eirlys Jacks enquired as to whether the Secondary Care Review currently being undertaken would impact on Continuing Health Care. Mrs Grace Lewis Parry Gwynedd LHB stated that work is currently being undertaken across the LHB’s to repatriate Out of County placements.

Mr Byron Williams enquired about the monitoring of Category ‘M’ drugs. Dr Medwyn Williams noted that Category ‘M’ drugs are being monitored on a monthly basis by the Medicines Management Team.

It was resolved that the Board note the current Financial position of the LHB
Performance Report

Mrs Alyson Constantine Director of Commissioning and Performance Management guided members through the Executive Summary of the report.

Rev Hywel Meredydd requested a report on the implications and possible problems that may arise following the introduction of the new Dental contract. Mrs Constantine informed members that no guidance had been received from WAG to date. However a local group had already been established which clearly voiced its concern regarding the lack of information. Dr Wil Roberts stated that this message would be relayed to the AM and MP for Anglesey on behalf of the LHB. Mrs Alyson Constantine also wished to note that the Local Oral Health Action Plan had been established which further facilitated improved working relationships with the Dental Practitioners on the Island.

Mrs Pam Lewis wished to note that the figures within the report for Occupational therapy were for North West Wales and not specific to Anglesey.

It was resolved that the Board note the October 2005 SaFF position

North Wales Secondary Care and Specialist Services Review – Progress Report

The Chairman welcomed Mrs Grace Lewis-Parry Chief Executive GLHB to the meeting representing the Project Board. Apologies received from Mr Andrew Butters, Project Manager were presented and accepted.

Mrs Lewis-Parry explained that the review is part of a ‘jigsaw’ informed by the work undertaken by individual LHB’s, Health Social Care and Well being Strategies, Community Hospital Reviews, and Estates Strategies across North Wales. Mrs Lewis Parry explained that Options 1 and 5 were not truly viable and that Option 2 was favoured by Clinical Groups. However, she wished to stress that no formal approval had taken place and that a decision was yet to be taken regarding the hospitals in Llandudno, Abergele and St Asaph. She noted that the next steps were to scrutinise and challenge issues raised and that this would be done on three levels:-

- The Project Board Core Group, consisting of Chief Executive Gwynedd LHB, DoF NWW Trust, Medical Director C& D Trust and CE NEW Trust, would explore further over the next 6-8 weeks with the Project Board Chair
- Commission Prof. Chris Ham in an Expert External Scrutiny role
- Employment of an External Consultant to review all activity and modelling data
Mrs Lewis Parry also referred to the communication arrangements within the Action Plan. She informed members that a leaflet had been widely distributed within the community and that a further briefing will taken place during January 2006. Meetings are being set up with all Social Services departments and one to one meetings are being held with AM’s and MP’s across North Wales. Councillor G O Parry wished to express his concern regarding changes driven by finance pressures and reiterated the need to fully explain to the public why services need to be reconfigured.

Mrs Lewis-Parry explained that the need for reconfiguration had been rehearsed many times and that the emphasis was on the model of care and service delivery. The communication plan ensured all stakeholders would be informed of the case for change.
Mrs Katherine Dignam noted the importance of involving the voluntary sector within the ongoing process.
Rev Hywel Meredydd enquired as to whether the Welsh Assembly Government could not play a more prominent role in the process. Mrs Lewis Parry explained that the lead responsibility is placed on the North Wales LHB’s and Trust and that it was best to undertake this work on a regional basis, being driven locally.

**It was resolved that the Board note the progress made to date by the Secondary Care and Specialist Services Project Board.**

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<th>(05)113</th>
<th>Approval and Renewal of Doctors</th>
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<td>Dr Medwyn Williams presented an application for renewal and approval of Doctors under Section 12 (2) of the Mental Health Act as considered by the Section 12(2) panel and ratified by Wrexham Local Health Board on behalf of all North Wales LHB’s.</td>
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<td><strong>It was resolved that the LHB receive the list of doctors as Section 12 (2) Practitioners approved by Wrexham LHB</strong></td>
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*Drs. Medwyn Williams, Huw Parry and James Vousden left the meeting at this point*

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<th>(05) 114</th>
<th>BSC &amp; LHB Partnership Board ToR</th>
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<td>Mrs Joannou presented the terms of reference which outlined the purpose of the Partnership Board in assisting with</td>
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<td>a. the management of the relationships between the BSC as service “provider” and LHB’s and other service “users” at Local, Regional and National levels, and</td>
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<td>b. the strategic direction of the BSC by ensuring timely client feedback on service provision and information relating to new LHB initiatives, changes in LHB commissioning, ‘direction of travel’ etc, to enable the BSC to meet the needs and continue to provide required support.</td>
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**It was resolved that the LHB approve the Terms of Reference of the BSC and LHB Partnership Board.**
(05) 115 Audit Letter

Mr John Hughes informed members that this report received from the LHB’s External Auditors, Pricewaterhouse Coopers who are required under the Audit Commission’s Code of Audit Practice to issue an annual Audit Letter to the LHB on completion of their audit, demonstrating that the Code’s objectives have been addressed and summarising all issues of significance arising from their work. The Audit Letter covers all work since their appointment as the LHBs auditors by the Wales Audit Office.

The Audit Committee considered and approved a draft of this letter at their meeting on 28 October 2005.

Mr Hughes also explained that he had met with the Auditors recently in order to improve ways of working that will facilitate the process of presenting the Annual Accounts.

It was resolved that the Board note the content of the Audit Letter for 2004-05 and their recommendations.

(05) 116 FOR INFORMATION Operational Report

Mrs Lynne Joannou presented the Operational Report drawing particular attention to:

i. HIW Report

Mrs Joannou noted that a draft HIW report had been received at the LHB and that factual amendments needed to be completed by Monday 28 November 2005. Coun. G O Parry wished to express his concern in respect of the efficiency and quality of the Inspection process. Mrs Joannou confirmed that she would be relaying these concerns to the Assessment Team. She also noted that the final report will be shared with Board members.

ii. Closure of a Branch Surgery

Mrs Joannou noted that a meeting had been held with the Community Health Council to outline the situation in respect of a GP Branch surgery closure and that a briefing paper had been circulated to CHC Board representatives in preparation for a full CHC meeting on 22 November 2005. The outcome of this meeting would be brought to the next Board meeting.

iii. Flu Vaccines

Mrs Joannou reported on a national shortage of Flu vaccines. Mrs Powell reported that 132 additional vaccines had been distributed to GP practices on Anglesey on a pro-rata basis during the past week.

It was resolved that the Board note the content of the report.

Coun. WJ Chorlton left the meeting at this point.
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<th>(05) 117</th>
<th>Community Hospital review</th>
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<td>Mrs Lynne Joannou updated members on the latest situation regarding the Community Hospitals review. She informed members that the membership of the Steering Committee had been extended to include Elected Representatives from the Holyhead and Llangefni area. Mrs Joannou drew members attention to a recent press release and informed members that the public consultation period is scheduled for early 2006.</td>
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**It was resolved that the Board note the content of the report**

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<th>(05) 118</th>
<th>Compliments &amp; Complaints Quarterly Report</th>
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<td>Mrs Powell presented the Quarterly Report in respect of Compliments and Complaints in order to update members on complaints, compliments and patient contact activities within the LHB for the period July to September 2005.</td>
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**It was resolved that the Board note the compliments and complaints made during the last quarter.**

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<th>(05) 119</th>
<th>PPI Annual Report</th>
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<td>Mrs Powell presented a report giving an overview of the Public and Patient Involvement activities undertaken during the last 12 months, which describes the mechanisms and techniques used to engage, consult and involve the public. A discussion was held around the possibility of joint working with other LHB’s in respect of publicity and ensuring regular promotional features in the local press.</td>
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**It was resolved that the Board accept the content of the report**

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<th>(05) 120</th>
<th>Pandemic Flu</th>
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<td>Mrs Jo Charles presented a report outlining the work undertaken to date to prepare for an outbreak of Pandemic Flu. She stated that she had met with the Managing Director of Anglesey County Council and Chief Executive of Gwynedd County Council to discuss an initial approach but that it was important to ensure that work is not begun prematurely at very local levels, as much of the work will be undertaken at National or Regional levels. She noted that initial work would involve identifying the locality and number of vulnerable people and that it is strongly recommended that this work be undertaken on a joint multidisciplinary basis between Anglesey and Gwynedd.</td>
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**It was resolved that the Board accept the content of the report**
| (05) 121 | Minutes of Statutory Committees  
Dr W H Roberts presented the minutes of the Human Resources and Remuneration Committee of 19 August 2005 and 1 November 2005. Mrs Lynne Joannou, Mr John Hughes, Mrs Alyson Constantine and Mrs Elisabeth Powell left the meeting for this item following a declaration of interest. The Chairman noted that members had had an opportunity to discuss the content of these minutes in the Confidential session.  
It was resolved that the Board receive the minutes of the HR & Remuneration Statutory Committee for information and approve the recommendation regarding Executive Salaries. |
| (05) 122 | ITEMS FOR INFORMATION  
Various documents of information received by the LHB were presented to members for information. Copies of the documents are available for further scrutiny by arrangement with the Corporate Services Manager at the LHB.  
It was resolved that the Board note all items presented for information. |
| (05) 123 | ANY OTHER BUSINESS  
None |
| (05) 124 | DATE AND TIME OF NEXT MEETING  
2.30pm  24 January 2005  Town Hall Holyhead |