



Agenda Item

5.6

Joint Commissioning Committee

Corporate Governance Report

Dyddiad y Cyfarfod / Date of Meeting	20/05/2025
Statws Cyhoeddi / Publication Status	Open/ Public
	Not Applicable
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Cyflwynydd yr Adroddiad / Report Presenter	Jacqui Maunder, Committee Secretary / Deputy Director of Corporate Governance
Noddwr Gweithredol yr Adroddiad / Report Executive Sponsor	Jacqui Maunder, Committee Secretary / Deputy Director of Corporate Governance

Pwrpas yr Adroddiad / Report Purpose	For Noting For Approval
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Engagement (internal/external) undertaken to date (including receipt /consideration at Committee/Group)		
Committee / Group / Individuals	Date	Outcome
N/A	Click or tap to enter a date.	Choose an item.

Acronyms / Glossary of Terms	
AGM	Annual General Meeting
AGS	Annual Governance Statement
ARAC	CTMUHB Audit & Risk Committee
HB	Health Board
JCC	NHS Wales Joint Commissioning Committee
SO	Standing Orders
WG	Welsh Government

WHC	Welsh Health Circular
FREM	HM Treasury Financial Reporting Manual
CTMUHB	Cwm Taf Morgannwg University Health Board

1. SITUATION/BACKGROUND

The purpose of this report is to provide an update on corporate governance matters that have arisen since the previous meeting.

There are several corporate governance matters that need to be reported as a regular item in-line with the governance and accountability framework for the Joint Commissioning Committee. This report encompasses all such issues as one agenda item.

2. SPECIFIC MATTERS FOR CONSIDERATION/APPROVAL

2.1 Welsh Health Circulars (WHCs)

Welsh Government (WG) issue Welsh Health Circulars (WHCs) around specific topic areas. The following WHCs have been received and are available via the WG website, where further details as to the risks and governance issues are available:

- WHC/2024/015 - People's Experience Framework and People's Experience Survey
- WHC/2025/004 - NHS Wales National Clinical Audit and Outcome Review Plan Annual Rolling Programme for 2025/26
- WHC/2025/010 - Arrangements for the prescribing of antiviral and neutralising monoclonal antibody treatments for COVID-19
- WHC/2025/011 - Introduction of The NHS Wales Digital Health Identity Standard for Primary Care
- WHC/2025/013 - 2025/26 NHS Wales Financial Monitoring Return Guidance
- WHC/2025/016 - Update on RSX vaccination programme 2025
- WHC/2025/018 Tirzepatide (Mounjaro) for the management of obesity and overweight
- WHC/2025/017 - Tranexamic acid use: recommendation 7a of the Infected Blood Inquiry (IBI)
- WHC/2025/006 - Recording of mental health outcome measures

2.2 Accountability Report 2024-2025 (Annual Governance Statement (AGS) 2024-2025)

Chapter 3 of the HM Treasury Financial Reporting Manual (FREM) stipulates that statutory NHS bodies are required to publish, as a single document, a three-part annual report and accounts which includes a Performance Report, an Accountability Report (including an Annual Governance Statement (AGS)) and Financial Statements. In addition, section 9.2 of the JCC SOs state that the Joint Committee shall provide a written, annual report to the host body on its work in support of the Annual Governance Statement.

The NWJCC is hosted by Cwm Taf Morgannwg University Health Board (CTMUHB) and there are two different sets of Accountable Officer (AO) responsibilities governing CTMUHB and the NWJCC. Advice received from Audit Wales stipulates that a two part Accountability Report (Annual Governance Statement) is required from CTMUHB to provide assurance and each part will be signed off by the respective AOs. The part 2 Accountability report provides assurance on the work of the NWJCC during 2024-2025.

The Accountability report is a key feature of an organisation's Annual Report and Accounts and demonstrates publicly the management and control of resources and the extent to which the body complies with its own governance requirements, including how they have monitored and evaluated the effectiveness of their governance arrangements. It is intended to bring together in one place all disclosures relating to governance, risk and control.

The accountability report for the JCC:

- provides assurance on the Chief Commissioners Accountable Officer status for the propriety and regularity for public finances delegated to them by the Health Boards (HBs),
- explains the internal control structures and stewardship,
- explains the risks the organisation has been exposed to, how the risks were mitigated, the potential impact of the risks on the operating environment,
- the achievements of the organisation; and
- how the organisation coped with the challenges faced.

The draft accountability report presented at **Appendix 1** will be presented to the CTMUHB Audit & Risk Committee (ARAC) on 22 May 2025 as part of CTMUHBs Draft Accounts and Annual Report (incorporating the Accountability Report, Performance Report and Remuneration Report). The final documents will be presented to the ARAC meeting on 25 June 2025 for recommendation for Board Approval on 26 June 2025 prior to being submitted to Audit Wales and Welsh Government. The final document will be presented to the CTMUHB Annual General Meeting (AGM) on 31 July 2025. The Joint Committee are asked to approve the draft Accountability report 2024-2025 for inclusion in the draft CTMUHB Annual report.

2.3 Amendments to Standing Orders

The NWJCC Standing Orders (SO's) were approved by the seven HBs in March 2024 and by the NWJCC at its inaugural meeting on 9 April 2024. The Standing Orders form a schedule to each LHBs own Standing Orders and have effect as if incorporated within them. They are designed to translate the statutory requirements set out in the NHS Wales Joint Commissioning Committee (Wales) Regulations 2024 and LHB Standing Order, paragraph 3.2 into day-to-day operating practice.

The SOs must be kept under review to ensure they remain current and that their practical application in the NWJCC is clear and communicated. Additionally, Welsh Government reviews the Model SOs and Standing Financial Instructions on a regular basis, communicating any changes thereto.

In March 2025, Welsh Government issued Welsh Health Circulars WHC/2025/007 - Amendments to Model Standing orders for LHBs, Trusts and SHAs [Changes to standing orders for health organisations \(WHC/2025/007\) | GOV.WALES](#). The main change requires that Board papers must be published at least five clear days before a formal board meeting, as opposed to seven calendar days. Unfortunately, the Welsh Government model SOs for the NWJCC were not included in the provision of the WHC, and discussions are ongoing with Welsh Government in this regard. In the meantime, as the NWJCC is a sub-committee of the 7 x HBs the Joint Committee are asked to endorse that the NWJCC adhere to the new timeframe for issuing papers. The current NWJCC SOs state "7 clear days", this will be changed to "5 clear days" to align with the new model for HBs, Trusts and Special Health Authorities (SHA's). This will be formally adopted when we receive the new Welsh Government model SOs for the JCC.

2.4 Annual Plan of Committee Business 2025-2026

In accordance with the NWJCC Standing Orders (SO's) the Joint Committee are required to develop an Annual Plan of Committee business which includes proposals on meeting dates, venues, coverage of business activity during the year.

The plan shall set out the arrangements in place to enable the Joint Committee to meet its obligations to its citizens as outlined in Section 7.7 whilst also allowing Joint Committee members to contribute in either English or Welsh languages, where appropriate

The plan incorporates formal Joint Committee meetings, regular Committee Development sessions and, where appropriate, the planned activities of joint sub-Committees, Expert Panels and Advisory Groups.

The Annual Plan of Committee business for 2025-2026 is presented at **Appendix 2** for approval and the Joint Committee are required to agree the plan for the forthcoming year by the end of May 2025, before being published on the Committee's website.

The forward plan of committee business which includes the sub-committee meeting dates is presented at **Appendix 3** for information.

2.5 Sub-committee annual reports

Section 7.24 of the NWJCC SOs stipulate that:

7.2.4 Reporting Activity to the Joint Committee

"Each joint sub-Committee shall also submit an annual report to the Joint Committee through the Chair within 6 weeks of the end of the reporting year setting out its activities during the year and detailing the results of a review of its performance and that of any sub groups it has established."

The Joint Committee endorsed the new sub-committee structure for the NWJCC on 17 September 2024, and the 7 x individual HB Board meetings formally approved the structure and the documents at their Board meetings in September 2024. The Terms of Reference (ToR) for the new Planning, Performance and Finance (PPF) Sub-Committee and the Quality, Safety and Outcomes (QSO) Sub-Committee were further endorsed by the Joint Committee on 21 January 2025, and subsequently by the 7 x HBs in January 2025.

The inaugural Sub-Committee meetings were held in February 2025 and Sub-Committee highlight reports were provided to the Joint Committee in March 2025. Therefore, as the new Sub-Committees have only met once during 2024-2025, and that assurance reports were provided to the Joint Committee meeting in March 2025 sub-committee annual reports will not be required for 2024-2025 and will instead be presented for the 2025-2026 after a full year of meetings has taken place.

2.6 NWJCC Annual updates to Health Boards (HBs)

Section 9.1 of the NWJCC SOs stipulate that the Committee Chair shall report formally, regularly and on a timely basis to the LHB Boards on the Committee's activities. This includes written submission of highlight reports after each Joint Committee meeting to HBs and an in-person attendance at every HB, meeting annually with Board Members. The purpose of which is to bring to the Board's specific attention any significant matters under consideration by the Committee. During 2024-2025 the annual Joint Committee updates to HB Board meetings were as follows:

Date	Health Board
16 January	PtHB
27 March	SBUHB
27 March	CTMUHB
30 April	ABUHB
28 May	BCUHB
29 May	CVUHB
Rearranged from February 2025 date tbc	HDdUHB

A schedule of annual updates with HBs is in the process of being agreed for 2025-2026.

2.7 Register of Interest/Related Parties

The Committee Secretary is required to ensure that a Register of Interests is established and maintained as a formal record of interests declared by all Joint Committee members through the following processes:

- NWJCC Chair – via the Host Body’s policy and process for declaring and recording interests;
- NWJCC Lay Members - via the Host Body’s policy and process for declaring and recording interests;
- NWJCC Officer Members – via their respective HBs policy and process for declaring and reporting interests; and
- Chief Commissioner - via the Host Body’s policy and process for declaring and recording interests

Further detail on this is included in the Accountability report 2024-2025 and the register will be published on the NWJCC website in June 2025.

2.8 Audit Enquiries Letter 2024-2025

The Auditor General for Wales, Audit Wales is responsible for obtaining reasonable assurance that the financial statements taken as a whole are free from material misstatement whether caused by fraud or error.

Assurance is sought, in compliance with the International Standard for Auditing (UK and Ireland), in relation to three main areas namely fraud, laws and regulations and related party relationships and transactions that impact on the audit of the financial statements.

The letter presented at **Appendix 4** details the assurance required, from both the management of the NWJCC and ‘those charged with governance’ (the Joint Committee), together with the evidence provided, in response to a number of governance areas that impact on the audit of the financial statements.

The Joint Committee are requested to approve the responses in readiness for submission to Audit Wales by 22 May 2025. The letter will be presented to CTMUHB Audit & Risk Committee on 22 May 2025 for assurance.

2.9 Annual Effectiveness Survey Results

In accordance with section 9.2 of the NWJCC Standing Orders:

"The Committee Secretary shall oversee a process of regular and thorough self-assessment and evaluation of the Committee’s performance and operation on behalf of the Joint Committee".

For the Joint Committee Annual Committee effectiveness survey for 2024-2025, a questionnaire was disseminated to members to complete on 8 April 2025. This questionnaire will enable an efficient yet effective reflection on Committee effectiveness. The full findings will be presented to the 15 July 2025 Joint

Committee meeting and will inform the Accountability report 2024-2025. The feedback will also be incorporated into discussions to develop the NWJCC development programme.

3. ASSESSMENT

Objectives / Strategy	
Dolen i Amcan (au) Strategol CBC Link to JCC Strategic Objectives(s)	Ensure Quality
Dolen i Ddeddf Llesiant Cenedlaethau'r Dyfodol – Nodau Llesiant / Link to Wellbeing of Future Generations Act – Wellbeing Goals 150623-guide-to-the-fg-act-en.pdf (futuregenerations.wales)	A Healthier Wales
Dolen i Hwyluswyr Ansawdd (Canllawiau Statudol Dyletswydd Ansawdd (llyw.cymru)) / Link to Enablers of Quality (Duty of Quality Statutory Guidance gov.wales)	Leadership
Dolen i Feysydd Ansawdd (Canllawiau Statudol Dyletswydd Ansawdd (llyw.cymru)) / Link to Domains of Quality (Duty of Quality Statutory Guidance gov.wales)	Effective
Effaith Amgylcheddol/ Cynaliadwyedd (5R) / Environmental /Sustainability Impact (5Rs)	No - Not Applicable

Impact Assessment		
Ansawdd <i>Ydych chi wedi ymgymryd â Sgrinio Asesiad o'r Effaith ar Ansawdd? /</i> Quality <i>Have you undertaken a Quality Impact Assessment Screening?</i>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
	Outcome:	If no, please include rationale below: N/A

Cydraddoldeb <i>Ydych chi wedi ymgymryd â Sgrinio Asesiad o'r Effaith ar Gydraddoldeb? /</i> Equality <i>Have you undertaken an Equality Impact Assessment Screening?</i>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
	Outcome:	If no, please include rationale below: N/A
Cyfreithiol / Legal	Yes (Include further detail below)	
	The NWJCC's Standing Orders were issued by Welsh Ministers to Local Health Boards (LHBs) using powers of direction provided in section 12 (3) of the National Health Service (Wales) Act 2006. Each Local Health Board in Wales must agree the Standing Orders for the regulation of the NHS Wales Joint Commissioning Committee's proceedings and business to form part of each LHBs Standing Orders.	
Enw da / Reputational	There is no direct impact on the reputation of the Joint Committee as a result of the activity outlined in this report.	
Effaith Adnoddau <i>(Pobl /Ariannol) /</i> Resource Impact <i>(People / Financial)</i>	There is no direct impact on resources as a result of the activity outlined in this report.	
	A sound system of financial control enacts robust financial control, safeguards public funds and the NWJCC's assets and resources. Robust governance arrangements underpinning financial management contribute towards internal control and value for money being achieved.	

4. RECOMMENDATIONS

The Joint Committee is asked to:

- **Note** the report,
- **Approve** the draft Accountability report 2024-2025 for submission to the CTMUHB Audit & Risk Committee (ARAC) on 22 May 2025 as part of CTMUHBs Draft Accounts and Annual Report,
- **Endorse** that the NWJCC adhere to the new "5clear days" timeframe" timeframe for issuing formal Joint Committee papers to align with the new model for HBs, Trusts and Special Health Authorities (SHA's) and **note** that

this will be formally adopted when we receive the new Welsh Government model SOs for the JCC,

- **Approve the** Annual Plan of Committee business for 2025-2026,
- **Note** that as the Joint Committee's new sub-committees only met once during 2024-2025, and that assurance reports were provided to the Joint Committee meeting in March 2025 sub-committee annual reports will not be required for 2024-2025, and will instead be presented for the 2025-2026 after a full year of meetings has taken place,
- **Note** the NWJCCs attendance at Health Board Board meetings in 2024-2025 to provide assurance on the work of the NWJCC,
- **Note** that details on the NWJCC Register of Interests is included in the Accountability report 2024-2025 and will be published on the JCC website in June 2025,
- **Approve** the responses to the Audit Wales enquiries letter in readiness for submission to the CTMUHB Audit & Risk Committee on 22 May 2025 for assurance, and to Audit Wales; and
- **Note** that the results of the NWJCCs Annual Committee effectiveness survey will be presented to the meeting on 15 July 2025.