

Review of NHS Wales Local Health Board Model Standing Orders – September 2019
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body

* = The Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009

Page Number	Previous Paragraph Reference	New Paragraph Reference	Section Heading	Reason for Amendment (if applicable)	Cross reference to legislation	Requirement of legislation – local amendment not permissible	Issued under Direction – local amendment not permissible
2	1	1	Forward	To reflect regulations	*Part 3, Regulation 15(6)	✓	
2	2	2	Forward	LHB to add title of their local Standards of Behaviour Framework/Policy	n/a		
8	Section A						
8	i)	i)	Statutory Framework	To reflect different position of Powys Teaching Local Health Board	The Local Health Boards (Establishment and Dissolution) (Wales) Order 2003	✓	
8	v)	v)	Statutory Framework	Amendment to better reflect legislative position	NHS (Wales) Act 2006, para 4 of Schedule 2	✓	
8	v)	vi)	Statutory Framework	Paragraph v) split to form two paragraphs.	NHS (Wales) Act 2006, Sections 12 and 13/Local Health Boards (Directed Functions) (Wales) Regulations 2009		
8	vi)	n/a deleted	Statutory Framework	Paragraph deleted and moved relocated as reader has already been to the direction making powers in para v) so for clarity subsequent paragraphs set out the directions issued for joint working			
9	vii)	vii)	Statutory Framework	Joint Committee amended to read 'WHSSC' – previous SOs only referred to one joint committee	The Welsh Health Specialised Services Committee (Wales) Directions 2009	✓	

9	n/a	viii)	Statutory Framework	New paragraph added to include EASC in SOs	The Emergency Ambulance Services Committee (Wales) Directions 2014	✓	
9	viii)	ix)	Statutory Framework	Paragraph renumbered and new sentence added to capture deleted section vi)			
9	x)	xi)	Statutory Framework	Paragraph renumbered and amendment to better reflect legal position with regard to the 2000 Regulations which predate the power in the 2006 Act but the NHS (Consequential Provisions) Act 2006 provides for the continuity of the law as if made under the NHSWA 2006	National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006	✓	
9	x)	xi)	Statutory Framework	Sentence added to reflect change in legislation	Social Services and Well-being (Wales) Act 2014	✓	
10	xii)	xii)	Statutory Framework	Paragraph renumbered and sentence added by legal services to recognise this also includes working with English bodies.	NHS Act 2006, Section 72	✓	
10	n/a	xiv)	Statutory Framework	New paragraph added by to reflect new legislative requirement.	Social Services and Well-being (Wales) Act 2014/The Partnership Arrangements (Wales) Regulations 2015	✓	
10	n/a	xv)	Statutory Framework	New paragraph added by to reflect new legislative requirement.	Well-being of Future Generations (Wales) Act 2015	✓	
10	xiii)	xvi)	Statutory Framework	Paragraph renumbered and replaced to reflect new Welsh language requirements	The Welsh Language Standards (No.7) Regulations 2018	✓	

Previously on page 9	xv)	n/a moved to new para 1.4.4	Statutory Framework	Paragraph regarding indemnity moved to new para 1.4.4 under Responsibilities of Board Members			
11	xvi)	xviii)	NHS Framework	Paragraph renumbered and amendment to reflect current name of Welsh Government and to improve grammar			
11	xviii)	xx)	NHS Framework	Main paragraph renumbered and new paragraph with link to Governance eManual inserted to ensure clarity re what is meant by the NHS Wales Values and Standards of Behaviour Framework			
11	xix)	xxi)	NHS Framework	Paragraph renumbered and amended and reference added to the Well-being of Future Generations Act (WBFGA)			
11	xx)	xxii)	NHS Framework	Paragraph renumbered and amended to reflect change from Ministerial Letters to Welsh Health Circulars in 2014			
12	xxi)	xxiii)	Local Health Board Framework	Paragraph renumbered and reference added to SFI's forming part of SOs and Schedule 2.1			
12	xxii)-xxiv)	xxiv)-xxvi)	Local Health Board Framework	Paragraphs renumbered due to additional paragraphs being added			
12	xxv)	xxvii)	Applying Standing Orders	Paragraph renumbered and LHB to add title of their local Standards of Behaviour Framework/Policy.	*Part 3, Regulation 15(5)	✓	
				Wording also added to re-enforce need for individual LHB to agree arrangements for Joint Committees			
13	n/a	xxix)	Applying Standing Orders	Final paragraph regarding failure to comply with standing orders separated from previous paragraph to give emphasis.			
13	xxvii)	xxx)	Variation and Amendment of Standing Orders	Paragraph renumbered and cross reference in bullet point 3 amended from 6.5.14 to 7.5.14			

13 - 14	xxx)	xxxiii)	The role of the Board Secretary	Paragraph renumbered and additional sentence added to improve grammar			
13 - 14	xxx)	xxxiii)	The role of the Board Secretary	Paragraph renumbered and amended to reflect provisions within Model Role Profile issued in 2009			
14	xxxii)	xxxiv)	The role of the Board Secretary	Paragraph renumbered due to additional paragraphs being added			
15	Section B : Standing Orders						
15	1.0.2	1.0.2	The Local Health Board	To reflect different position of Powys Teaching Local Health Board	The Local Health Boards (Establishment and Dissolution) (Wales) Order 2003	✓	
15	1.1.1	1.1.1	Membership of Local Health Boards	Amendments regarding appointment of board members to better reflect regulations	*Part 2, Regulations 4(1), 4(2) and 4(6)	✓	
15	1.1.2	1.1.2	Membership of Local Health Boards	Amendment to delete typographical error			
16	1.1.3	1.1.3	Membership of Local Health Boards	<u>Officer Members [to be known as Executive Directors]</u> - No amendments	*Part 2, Regulation 3(2)	✓	
16	1.1.4	1.1.4	Membership of Local Health Boards	<u>Non Officer Members [to be known as Independent Members]</u> - No amendments			✓
16	n/a	1.1.5	Membership of Local Health Boards	<u>Associate Members</u> – new paragraph added to help clarify position with regard total number of Associate Members that may be appointed	*Part 2, Regulation s 4(3) and 4(4)		

16	1.1.5	1.1.6	Membership of Local Health Boards	Paragraph renumbered and amended to reflect legislation as Minister “may” appoint and therefore has a choice in the matter.	*Part 2, Regulation 4(4)	✓	✓
				Regulations are not specific re post holders but current arrangements have previously been determined.			
				To remain current until directed otherwise by the Minister.			
16	1.1.6	1.1.7	Membership of Local Health Boards	Paragraph renumbered	*Part 2, Regulation 4(4) and 4(5)	✓	
16	1.1.7	1.1.8	Membership of Local Health Boards	<u>Use of term “independent members”</u> - paragraph renumbered			
17	1.3.1	1.3.1	Tenure of Board Members	Amendment to make clearer that time served relates positions held on the Board even if these are different positions. It should also be noted that different arrangements are in place for Associate Members who are Chairs of the Stakeholder Reference Group and Health Professionals Forum who serve a shorter term. Refer to Schedule 5.1, Paragraph 1.4.6 for SRG and Schedule 5.2, Paragraph 1.4.6 for HPE.	*Part 2, Regulation 6 (5)	✓	
17	1.3.2	1.3.2	Tenure of Board Members	Amended to reflect reasons for appointment = necessary or expedient and to better reflect wording regarding holding a position on the same board and the total tenure that an individual can serve (which includes time appointed by Minister if relevant).	*Part 2, Regulations 4(4) and 7(5)	✓	
18	n/a	New 1.4.4	Responsibilities of Board Members	Paragraph moved from page 10, xiii) (see above)			

18 - 19	1.4.4-1.4.11	1.4.5-1.4.12	Responsibilities of Board Members	Paragraphs renumbered due to above insertion.			
20	2.0.3	2.0.3	Reservation and Delegation of LHB Functions	Sentences removed to ensure information is high level. Reference to SO 2.0.4 amended to SO 4.			
Previously on page 18	2.0.4	n/a	NHS Wales Shared Services	Information updated, deleted from this section and moved to Section 4			
20	2.2.1	2.2.1	Delegation of Board functions	'shall' replaced with 'may' as 'shall' implies that the board must delegate.			
				Sentence added to re-enforce that some functions cannot be delegated as issued under direction			
20	2.2.2	2.2.2	Delegation of Board functions	'shall' replaced with 'may' as 'shall' implies that the board must delegate.			
21	2.3.1	2.3.1	Delegation to officers	'will' replaced with 'may' as 'will' implies that the board must delegate.			
21	2.3.2	2.3.2	Delegation to officers	Correction of typographical error			
21	3	3	Committees	No amendments	*Part 3, Regulation 14		
22	n/a	3.2.2	Joint Committees	Information moved from 3.5 – Joint Committees established by the LHB to ensure better flow within document.			
22	3.5.2	3.2.3	Joint Committees	Previously para 3.5.2 – reference to EASC added	The Welsh Health Specialised Services Committee (Wales) Directions 2009 and The Emergency Ambulance Services Committee (Wales) Directions 2014	✓	
22	3.5.3	3.2.4	Joint Committees	Previously para 3.5.3	*Part 3, Regulation 15(5)	✓	

23	3.3	3.3	Sub-Committees	No amendments	*Part 3, Regulation 14(a), Regulation 15(4)	✓	
23	3.4	3.4	Committees	No amendments	*Part 3, Regulation 14(a), Regulation 15(4)	✓	✓
							regarding committees to be established as a minimum in 3.4.1
23	3.4.2	3.4.2	Committees	Deleted paragraph relating to structures to reduce duplication			
23	3.4.3	3.4.3	Committees	No amendments except correction of typographical error - each Committee must have SOs	*Schedule 3	✓	
23	3.4.3	3.4.3	Committees	Deleted paragraph relating to structures to reduce duplication			
24	3.4.6	3.4.6	Committees	'normally' removed after discussion with Board Secretaries to avoid confusion Paragraphs deleted in 3.4.2 and 3.4.3 added to this section			
Previously on page 22	3.5	n/a moved	Joint Committees	Section deleted and moved to 3.2 above			
24	3.6 - 3.8	3.5 - 3.7	Other Committees, Confidentiality & Reporting to the Board	Paragraphs renumbered			
24 - 25	2.0.4	4	Shared Services	Section moved to improve flow and some historical information removed.			
25	4	5	Advisory Groups	All subsequent paragraphs renumbered as NHS Wales Shared Services Partnership moved to section 4.			✓ - requirement for 3 Advisory Groups
25	4.0.1	5.0.1	Advisory Groups	Paragraph renumbered and 'organisations' added following comments from WAO	*Schedule 3, 4(2)		
25	4.0.2	5.0.2	Advisory Groups	Paragraph renumbered			
25	4.0.3	5.0.3	Advisory Groups	Paragraph renumbered. No amendments - refers to requirement to meet in public	*Schedule 3, 8(1)		

25 - 26	4.1	5.1	Advisory Groups	Paragraph renumbered and information common to all Advisory Groups amended to ensure consistency and brought together in one section to avoid duplication			
26	n/a	5.2.1	Advisory Groups	Advice and Feedback - as above.			
27	4.3	5.6	Stakeholder Reference Group	Section renumbered and main body of text moved to Schedule 5.1 with Terms of Reference			
28	4.10.1	5.8.1	Relationship between SRG and others	Paragraph renumbered and Local Service Boards replaced with Regional Partnership Boards			
29			Stakeholder Reference Group	Line added regarding need to refer to Schedule 5.1 for detailed Terms of Reference			
29	4.13	5.10	Healthcare Professionals Forum	Main body of text moved to Schedule 5.2 with Terms of Reference			
30	4.20.2	5.13.2	Healthcare Professionals Forum	Paragraph renumbered and cross reference amended from 6.5.7 to 7.5.7			
30			Healthcare Professionals Forum	Line added regarding need to refer to Schedule 5.2 for detailed Terms of Reference			
30	4.23	5.15	Local Partnership Forum	Main body of text moved to Schedule 5.3 with Terms of Reference			
31			Local Partnership Forum	Line added regarding need to refer to Schedule 5.3 for detailed Terms of Reference			
31	5.0.1	6.0.1	Working in Partnership	Paragraph renumbered and language modernised to compliment <i>A Healthier Wales</i> and changes in legislation re plans			
31	5.0.2	6.0.2	Working in Partnership	Paragraph renumbered and Local Service Boards replaced with Regional Partnership Boards			

31 - 32	n/a	6.0.3	Working in Partnership	New paragraph added to reflect the SSWB and WBFG requirements			
32	5.0.3	6.0.4	Working in Partnership	Paragraph renumbered due to additional paragraph being added			
32	5.1.1	6.1.1	Community Health Councils	Paragraph renumbered and amended to reflect updated legislation	Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010/Community Health Councils (Establishment, Transfer of Functions and Abolition) (Wales) Order 2010 Amended by Community Health Councils (Constitution, Membership and Procedures) (Wales) (Amendment) Regulations 2015	✓	
33	5.1.5	6.1.5	Community Health Councils	Paragraph renumbered - Board shall make arrangements to meet with CHC	Community Health Councils (Constitution, Membership and Procedure) (Wales) Regulations 2010, Regulation 30	✓	
33	6.1.1	7.1.1	Putting the Citizen First	Paragraph renumbered and wording amended in response to comments from WAO and new Welsh Language requirements	Section 44, Welsh Language (Wales) Measure 2011	✓	
34	6.2.4	7.2.4	Annual Plan of Board Business	Paragraph renumbered and amended to include need to publish on website. Original intention to remove need to publish at organisations offices but this is required by legislation so not permitted.	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	✓	

34	6.2.5	7.2.5	Annual General Meeting	Section amended to include need to publish on website			
34	n/a	7.2.6	Annual General Meeting	Added paragraph re information which must be presented to AGM to ensure consistency with Manual for Accounts			
34	6.3	7.3	Calling Meetings	Paragraph renumbered - 7.3.2 specifies timescale for notice when calling a meeting which is applicable under some circumstances	*Schedule 3, 2(1)	✓	
35	6.4.3	7.4.3	Notifying and Equipping Board members	Paragraph renumbered and 'calendar' added to clarify number of days for advance publication of papers. Regulations specify 'clear' days but Board Secretaries preferred term 'calendar'	*Schedule 3, 2(3)	✓	
35	6.4.4	7.4.4	Notifying and Equipping Board members	Paragraph renumbered and amended to reflect need for additional impact assessments. Previously only referred to equality			
36	6.4.6	7.4.6	Notifying and Equipping Board members	Paragraph renumbered - Board members calling meetings	*Schedule 3, 2(5)	✓	
36	6.4.7	7.4.7	Notifying the public and others	Paragraph renumbered, ref to para 6.3 amended to 7.3 'calendar' added to clarify number of days for advance notice papers and ensure consistency with 7.4.3.	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	✓	
36	6.5.1	7.5.1	Admission of the public, press and observers	Paragraph renumbered - Deleted reference to induction loop - there are a number of alternative means for improving accessibility and adding this reference does not reflect this	Public Bodies (Admission to meetings) Act 1960, Section 1	✓	

36	6.5.2	7.5.2	Admission of the public, press and observers	Paragraph renumbered and Committees added to reflect legislation Note: Letter issued in November 2009 advising that Audit Committees should 'operate in private'	* Schedule 3, 8 & Public Bodies (Admission to meetings) Act 1960, Section 1	✓	
37	6.5.7	7.5.7	Addressing the Board	Paragraph renumbered and correction of typographical error			
38	6.5.10	7.5.10	Quorum	Paragraph renumbered	*Schedule 3, 6	✓	
40	6.5.24	7.5.24	Voting	Paragraph renumbered and 'organisations' added following comments from WAO	*Schedule 3, 4(2)	✓	
40	6.5.25	7.5.25	Voting	Paragraph renumbered - refers to majority voting	*Schedule 3, 4(1)	✓	
40	6.6	7.6	Record of Proceedings	Paragraph renumbered - Amendments to some sub-sections	*Schedule 3, 5 and 7	✓	
40	6.6.2	7.6.2	Record of Proceedings	Paragraph renumbered - Data Protection Legislation updated			
40 - 41	6.7.1	7.7.1	Confidentiality	Paragraph renumbered - LHB to add title of their local Standards of Behaviour Framework/Policy			
41	7.0.1	8.0.1	Values and Standards of Behaviour	Paragraph renumbered - LHB to add title of their local Standards of Behaviour Framework/Policy			
41	7.1.1	8.1.1	Declaration of Interests	Paragraph renumbered - LHB to add title of their local Standards of Behaviour Framework/Policy and reference to reporting to Chair and Board Secretary added to reflect practice			
43	7.2.8	8.2.8	Members with pecuniary (financial) interests	Paragraph renumbered	*Regulation 17	✓	
44	7.5	8.5	Dealing with offers of gifts, hospitality and sponsorship	Paragraph renumbered and extended to include reference to sponsorship following discussions with Board Secretaries Network			

44	7.5.1	8.5.1	Dealing with offers of gifts, hospitality and sponsorship	Paragraph renumbered - LHB to add title of their local Standards of Behaviour Framework/Policy and requirement for Board to 'approve' rather than 'adopt'			
44	7.5.3	8.5.3	Dealing with offers of gifts and hospitality	Paragraph renumbered and reference to sport removed as specifically prohibited in LHB policies			
45	n/a	8.6	Sponsorship	New section added			
45 - 46	7.6, 7.6.1 and 7.6.2	8.7, 8.7.1 and 8.7.2	Register of Gifts, Hospitality and Sponsorship	Paragraphs renumbered and reference to sponsorship added			
46	7.6.3	8.7.3	Register of Gifts and Hospitality	Paragraph renumbered and wording added to ensure clear paragraph refers gifts and hospitality only. Cross reference to 7.5.3 amended to 8.5.3			
46	7.6.5	8.7.5	Register of Gifts and Hospitality	Paragraph renumbered and wording added to refer to sponsorship			
46	8.0.1	9.0.1	Signing and Sealing of Documents	Paragraph renumbered and reference to Committees removed as they do not have authority to seal documents	Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs	✓	
47	8.0.2	9.0.2	Signing and Sealing of Documents	Paragraph renumbered	Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts	Reflects requirement for Trusts	
47	8.2.1	9.2.1	Signature of documents	Paragraph renumbered and removed word 'normally' after discussions with Board Secretaries Network			
47	9.0.3	10.0.3	Gaining Assurance on Conduct of LHB Business	Paragraph renumbered and reference to Shared Services amended with correct title of NWSSP			

48	n/a	10.0.4 and 10.0.5	Gaining Assurance on Conduct of LHB Business	Paragraphs added to strengthen need to gain assurance from EASC and WHSSC			
48	9.2.3	10.2.3	Reviewing the performance of the Board, its Committees and Advisory Groups	Paragraph renumbered and title of Welsh Government updated			
49	9.3.1	10.3.1	External Assurance	Paragraph renumbered and amended to provide correct terminology for Audit General for Wales			
49	9.3.3	10.3.3	External Assurance	Paragraph renumbered and amended to reflect correct title of Public Accounts Committee			
49	9.3.4	10.3.4	External Assurance	Paragraph renumbered and reference to legislation removed on advice of WAO			
50	11.0.1	12.0.1	Review of Standing Orders	Paragraph renumbered and reference to equality removed to reflect widening of impact assessments			
50	11.0.2	12.0.2	Review of Standing Orders	As above			
55			Individuals to who powers have been delegated	Paragraph 3 - 'normally' removed after discussions with Board Secretaries Network			
57	5	5	Schedule of Matters Reserved for the Board	LHB to add title of their local Standards of Behaviour Framework/Policy			
58	16	16	Schedule of Matters Reserved for the Board	Amended to say Board 'approves' appointment of Chief Executive in accordance with regulations	*Part 2, Regulation 4(2) and 4(6) (must have regard to guidance issued by WG)	✓	
64			Schedule 2	Reference to SFIs forming Schedule 2.1 added together with page for addition of SFIs			
64			NHS Framework	Amended to reflect re-introduction of Welsh Health Circulars in 2014			

67	Schedule 4	Schedule 4	Terms of Reference Joint Committees	Reference added to Schedule 4.1 - WHSSC and Schedule 4.2 - EASC			
68 - 89	Schedule 5	Schedule 5	Advisory Groups	Text added from main SOs to strengthen Terms of Reference and avoid duplication			✓ - requirement for 3 Advisory Groups
69 - 75	n/a	Schedule 5.1	Stakeholder Reference Group	See above			
76 - 81	n/a	Schedule 5.2	Health Professionals' Forum	See above			
82 - 89	n/a	Schedule 5.3	Local Partnership Forum	See above and Model Terms of Reference for Local Partnership Forum incorporated			

Review of NHS Wales Trust Model Standing Orders – September 2019
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body

Page Number	Previous Paragraph Reference	New Paragraph Reference	Section Heading	Reason for Amendment (if applicable)	Cross reference to legislation - Velindre NHS Trust	Cross reference to legislation - Welsh Ambulance Service NHS Trust	Cross reference to legislation - Public Health Wales NHS Trust	Requirement of legislation – local amendment not permissible	Issued under Direction – local amendment not permissible
2	1	1	Forward	Reference added to ability of Ministers to issue Directions and to ensure consistency with wording of LHB SOs					
2 onwards		2 onwards	Forward	Various amendments to ensure legislation references and citations are correct.					
2	2	2	Forward	Trust to add title of their local Standards of Behaviour Framework/Policy	n/a				
7	Section A								
7	i)	i)	Statutory Framework	Trusts to select appropriate paragraph	Velindre National Health Service Trust (Establishment) Order 1993	Welsh Ambulance Services National Health Service Trust (Establishment) Order 1998	The Public Health Wales National Health Service Trust (Establishment) Order 2009		
7	iv)	iv)	Statutory Framework	Legislation citation amended	NHS Act 2006 and NHS (Wales) Act 2006	NHS Act 2006 and NHS (Wales) Act 2006	NHS Act 2006 and NHS (Wales) Act 2006		
8	v)	v)	Statutory Framework	Minor amendments and Trusts to select appropriate paragraph	The National Health Service Trusts (Membership and Procedure) Regulations 1990 as amended	The National Health Service Trusts (Membership and Procedure) Regulations 1990 as amended	The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009 as amended		
8	vi)	vi)	Statutory Framework	Some words amended	Sections 18 & 19 & Schedule 3 of the NHS (Wales) Act 2006	Sections 18 & 19 & Schedule 3 of the NHS (Wales) Act 2006	Sections 18 & 19 & Schedule 3 of the NHS (Wales) Act 2006		
8	n/a	vii)	Statutory Framework	New paragraph added referencing the Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015		
8	vii)	viii)	Statutory Framework	Paragraph re numbered due to above insertion. No amendments to paragraph	n/a	n/a	n/a		
8	viii)	ix)	Statutory Framework	Paragraph renumbered due to addition of vii). No amendments to paragraph	n/a	n/a	n/a		
8	n/a	x)	Statutory Framework	New paragraph added introducing the Welsh Health Specialised Services Committee (WHSSC) and the Emergency Ambulance Services Committee (EASC)	The Welsh Health Specialised Services Committee (Wales) Directions 2009 & The Emergency Ambulance Services Committee (Wales) Directions 2014	The Welsh Health Specialised Services Committee (Wales) Directions 2009 & The Emergency Ambulance Services Committee (Wales) Directions 2014	The Welsh Health Specialised Services Committee (Wales) Directions 2009 & The Emergency Ambulance Services Committee (Wales) Directions 2014		

8	n/a	xi)	Statutory Framework	New paragraph added referring to establishment of WHSSC.	The Welsh Health Specialised Services Committee (Wales) Directions 2009	The Welsh Health Specialised Services Committee (Wales) Directions 2009	The Welsh Health Specialised Services Committee (Wales) Directions 2009		
9	n/a	xii)	Statutory Framework	New paragraph added referring to establishment of EASC.	The Emergency Ambulance Services Committee (Wales) Directions 2014	The Emergency Ambulance Services Committee (Wales) Directions 2014	The Emergency Ambulance Services Committee (Wales) Directions 2014		
9	n/a	xiii)	Statutory Framework	New paragraph added referring to the required for Velindre to establish a Shared Services Committee	The Velindre National Health Service Trust Shared Services Committee (Wales) Regulations 2012	The Velindre National Health Service Trust Shared Services Committee (Wales) Regulations 2012	The Velindre National Health Service Trust Shared Services Committee (Wales) Regulations 2012		
previously page 8	ix) Deleted	n/a	Statutory Framework	Paragraph deleted as repetition of information contained in iii) and iv)					
9	x)	xiv)	Statutory Framework	Amendment to better reflect legal position with regard to the 2000 Regulations which predate the power in the 2006 Act but the NHS (Consequential Provisions) Act 2006 provides for the continuity of the law as if made under the NHSWA 2006	National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006				
9	xi)	xv)	Statutory Framework	Sentence added by legal services to recognise this also includes working with English bodies.	NHS Act 2006, Section 72				
10	xiii)	xvii)	Statutory Framework	Paragraph renumbered and amended to reflect new Welsh Language legislation	The Welsh Language Standards (No.7) Regulations 2018				
Previously page 9	xvi)	1.4.4 (page 21)	Statutory Framework	Paragraph relating to indemnity moved to new para 1.4.4 under Responsibilities of Board Members					
10	xvii)	xx)	NHS Framework	Paragraph renumbered and amendment to reflect current name of Welsh Government and to improve grammar					
10	xix)	xxii)	NHS Framework	Paragraph renumbered and link to Governance eManual inserted to ensure clarity re what is meant by the NHS Wales Values and Standards of Behaviour Framework					
11	xx)	xxiii)	NHS Framework	Paragraph renumbered and amended and reference added to the Well-being of Future Generations Act (WBFGA)	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015		
11	n/a	xxiv)	NHS Framework	New paragraph to reflect status of individual organisations as "public bodies" under the Act.	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015	Well-being of Future Generations (Wales) Act 2015		

11	xxi)	xxv)	NHS Framework	Paragraph renumbered and amended to reflect change from Ministerial Letters to Welsh Health Circulars in 2014					
11	xxii)	xxv)	NHS Trust Framework	Paragraph renumbered and reference added to SFI's forming part of SOs and Schedule 2.1					
12	xxiv)	xxvii)	NHS Trust Framework	Paragraph renumbered and reference to para relating to role of Board Secretary updated to xxxv)					
12	xxvi)	xxix)	Applying Standing Orders	Paragraph renumbered and Trust to add title of their local Standards of Behaviour Framework/Policy.					
12	n/a	xxxi)	Applying Standing Orders	Final paragraph regarding failure to comply with standing orders separated from previous paragraph to give emphasis.					
13	xxvii)	xxxv)	The role of the Board Secretary	Additional sentence added to improve grammar					
13	xxvii)	xxxv)	The role of the Board Secretary	Paragraph amended to reflect provisions within Model Role Profile issued in 2009					
15	Section B : Standing Orders								
15	1.0.1	1.0.1	The Trust	Velindre - additional paragraph to reflect addition of Wales Infected Blood Support Scheme [article 3(2)(f) amendment]	Velindre NHS Trust (Establishment) Amendment Order 1999, Article 3 (2)(a) & (b), amended 2002 and Article 3(2) (c) added, amended 2012, and Article 3(2)(d) & (e) added, amended 2017 and Article 3(2)(f) added			✓	
15	1.0.1	1.0.1	The Trust	WAST - additional paragraphs to reflect status as National Contact Point under EU legislation and access to information and triage services.		WAST (Establishment) Order 1998 (as amended)		✓	
16	1.0.1	1.0.1	The Trust	PHW - no amendments			Public Health Wales (Establishment Order) 2009	✓	
17	1.0.2	1.0.2	The Trust	Minor amendments to reflect citation of legislation	Velindre NHS Trust (Establishment) Amendment Order 1999 (as amended)	WAST (Establishment) Order 1998 (as amended)	Public Health Wales (Establishment Order) 2009	✓	

17	1.1.1	1.1.1	Membership of the Trust	No amendments	The National Health Service Trusts (Membership and Procedure) Regulations 1990, amended Velindre National Health Service Trust (Establishment) Order 1993, Amendment Order 2002, Amendment (No. 2) Order 2002 and Amendment) Order 2018	The National Health Service Trusts (Membership and Procedure) Regulations 1990, amended by Welsh Ambulance Services National Health Service Trust (Establishment) Order 1998 and (Amendment) Order 2009	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, as amended in 2011 and 2016	✓	
17	1.1.3	1.1.3	Membership of the Trust	Amendment to reflect arrangements for appointment of all non-officer members only.	NHS Trust (Membership and Procedure)Regulations 1990, Reg 3(2)	NHS Trust (Membership and Procedure)Regulations 1990, Reg 3(2)	PHW Public Health Wales Membership Regs 2009, Regulation 3(1)	✓	
18	n/a	1.1.4	Membership of the Trust	New paragraph to confirm appointment arrangements for Chief Executive	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 3(2) and 17	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 3(2) and 17	PHW Public Health Wales Membership Regs 2009, Regulation 3(1) and 21	✓	
18	n/a	1.1.5	Membership of the Trust	New paragraph to confirm appointment arrangements for Executive Directors	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 3(2) and 18	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 3(2) and 18	PHW Public Health Wales Membership Regs 2009, Regulation 3(1) and 22	✓	
18	1.1.4	1.1.6	Membership of the Trust	<i>Executive Directors</i> - Paragraph renumbered and minor amendments to improve grammar	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 4(1)	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 4(1)	PHW Public Health Wales Membership Regs 2009, Regulation 4	✓	
18	1.1.5	1.1.7	Membership of the Trust	<i>Non-Executive Directors (to be known as Independent Members)</i> - Paragraph renumbered and amendments to reflect changes numbers or designation of Non-Executive Directors	Velindre NHS Trust (Establishment) Order, Article 4, as amended in 2002 and 2018	Welsh Ambulance Services National Health Service Trust (Establishment) Order 1998, Article 4, as amended in 2009	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, as amended in 2011 and 2016	✓	
19	1.1.6	1.1.8	Membership of the Trust	Use of Term Independent Member - paragraph renumbered and correction of minor typographical correction					

19	1.2	1.2	Joint Directors	No amendments	The National Health Service Trusts (Membership and Procedure) Regulations 1990, Part 2 Regulation 6	The National Health Service Trusts (Membership and Procedure) Regulations 1990, Part 2 Regulation 6	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 2 Regulation 7	✓	
19	1.3	1.3	Tenure of Board Members	Amendments to sections as specified below, otherwise no change.	See below			✓	
19	1.3.1	1.3.1	Tenure of Board Members	Public Health Wales - Amendment to make clearer that time served relates to positions held on the Board even if these are different positions. Note: Limitation of 8 years does not apply under the NHS (Membership and Procedure Regulations 1990, therefore no limitation for Velindre and WAST	The National Health Service Trusts (Membership and Procedure) Regulations 1990, Part 2 Regulation 6	The National Health Service Trusts (Membership and Procedure) Regulations 1990, Part 2 Regulation 6	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 2, Regulation 8(1) and 14(3)	✓	
20	1.3.2	1.3.2	Tenure of Board Members	No amendments	NHS Trust (Membership and Procedure) Regulations 1990, Regulation 7(2)	NHS Trust (Membership and Procedure) Regulations 1990, Regulation 7(2)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 2, Regulation 8(2)	✓	
20	1.3.3	1.3.3	Tenure of Board Members	Reference to Regulations deleted as these are only specific to Non-Executive Directors					
21	n/a	1.4.4	Responsibilities of Board Members	Paragraph moved from page 9, xvi) (see above)					
21	1.4.3-1.4.8	1.4.5-1.4.10	Responsibilities of Board Members	Paragraphs renumbered due to above insertion.					
22	2.0.3	2.0.3	Reservation and Delegation of Trust Functions	Paragraph re-worded to reflect responsibilities when working with other Trusts and Local Health boards					
Previously page 22	2.0.4	4	NHS Wales Shared Services	Information updated, deleted from this section and moved to Section 4, page 26.					
23	2.2.1	2.2.1	Delegation of Board functions	'shall' replaced with 'may' as 'shall' implies that the board must delegate.					
				Sentence added to re-enforce that some functions cannot be delegated as issued under direction					
23	2.2.2	2.2.2	Delegation of Board functions	'shall' replaced with 'may' as 'shall' implies that the board must delegate.					
24	2.3.1	2.3.1	Delegation to officers	'will' replaced with 'may' as 'will' implies that the board must delegate.					
24	2.3.2	2.3.2	Delegation to officers	Correction of typographical error					

24	3	3	Committees		NHS Trust (Membership and Procedure)Regulation s 1990, Part 3, Regulation 15	NHS Trust (Membership and Procedure)Regulation s 1990, Part 3, Regulation 15	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3 Regulation 19	✓	
25	3.4.1	3.3.1	Committees	Paragraph renumbered and inserted [as appropriate] after Charitable Funds Committee as PHW do not have a charity					
25	3.4.2	3.3.2	Committees	Paragraph renumbered and sub-paragraph deleted to avoid duplication.					
25	3.4.3	3.3.3	Committees	Paragraph renumbered and sentence deleted to avoid duplication.					
25 - 26	3.4.4 & 3.4.5	3.3.4 & 3.3.5	Committees	Paragraphs renumbered					
26	3.4.6	3.3.6	Committees	Paragraph renumbered and 'normally' removed after discussion with Board Secretaries to avoid confusion Paragraphs deleted in 3.4.2 and 3.4.3 added to this section					
26	3.6.1	3.4.1	Other Committees	Paragraph renumbered					
26	3.7.1	3.5.1	Confidentiality	Paragraph renumbered					
26	3.8.1	3.6.1	Reporting activity to the Board	Paragraph renumbered					
26 - 27	2.0.4	4	Shared Services	Section moved from earlier in SOs to improve flow					
27	4	5	Advisory Groups	All subsequent paragraphs renumbered as NHS Wales Shared Services Partnership moved to section 4.					✓ - requirement for Local Partnership Forum
27	4.1.1	5.1.1	Advisory Groups	Paragraph renumbered and 'Local Partnership Forum added as the only Advisory Group relevant to Trusts					
28 - 30	4.2 - 4.12	5.2 - 5.8.3	Terms of Reference and Operating Arrangements	Section amended to avoid duplication with Terms of Reference and to ensure consistency with flow of LHB SOs					
30	4.12.4	5.8.4	Advisory Groups	Paragraph renumbered and correction of typographical error - LPG to LPF					
30	n/a	5.8.5	Local Partnership Forum	Line added regarding need to refer to Schedule 4 for detailed Terms of Reference					
30	5.0.1	6.0.1	Working in Partnership	Paragraph renumbered and language modernised to compliment <i>A Healthier Wales</i> and changes in legislation re plans					
30	5.0.2	6.0.2	Working in Partnership	Paragraph renumbered and Local Service Boards replaced with Regional Partnership Boards					

31	n/a	6.0.3	Working in Partnership	New paragraph added to reflect the SSWB and WBFG requirements					
31	5.1.1	6.1.1	Community Health Councils	Paragraph renumbered and amended to reflect updated legislation	Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010/Community Health Councils (Establishment, Transfer of Functions and Abolition) (Wales) Order 2010 Amended by Community Health Councils (Constitution, Membership and Procedures) (Wales) (Amendment) Regulations 2015			✓	
32	5.1.5	6.1.5	Community Health Councils	Paragraph renumbered No amendment - Board shall make arrangements to meet with CHC Note - Trusts are not under a requirement to meet under Regulation 30 - this applies to LHBs only				✓	
32	6.1.1	7.1.1	Putting the Citizen First	Paragraph renumbered and wording amended in response to comments from WAO and new Welsh Language requirements	Section 44, Welsh Language (Wales) Measure 2011			✓	
33	6.2.4	7.2.4	Annual Plan of Board Business	Paragraph renumbered and amended to say that plan should be published on internet and not as part of SOs					
33	6.2.5	7.2.5	Annual General Meeting	Paragraph renumbered and amended to include need to publish on website. Original intention to remove need to publish at organisations offices but this is required by legislation so not permitted.	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	✓			
33	n/a	7.2.6	Annual General Meeting	Added paragraph re information which must be presented to AGM to ensure consistency with Manual for Accounts					
34	n/a	7.2.7	Annual General Meeting	New paragraph added re submitting record of meeting to next ordinary meeting of Board to ensure consistency with LHB SOs					

34	6.3	7.3	Calling Meetings	Paragraph renumbered - 7.3.2 specifies timescale for notice when calling a meeting which is applicable under some circumstances	NHS Trust (Membership and Procedure)Regulations 1990, Schedule	NHS Trust (Membership and Procedure)Regulations 1990, Schedule	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 2(1)	✓	
34	6.4.3	7.4.3	Notifying and Equipping Board members	Paragraph renumbered and 'calendar' added to clarify number of days for advance publication of papers. Regulations specify 'clear' days but Board Secretaries preferred term 'calendar' Note - Trust Regs state 3 days, PHW Regs state 10 days	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 2(3)	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 2(3)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 2(3)	✓	
35	6.4.4	7.4.4	Notifying and Equipping Board members	Paragraph renumbered and amended to reflect need for additional impact assessments. Previously only referred to equality					
35	6.4.6	7.4.6	Notifying and Equipping Board members	Paragraph renumbered - Paragraph relates to Board members calling meetings	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 2(5)	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 2(5)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 2(5)	✓	
35	6.4.7	7.4.7	Notifying the public and others	Paragraph renumbered and 'calendar' added to clarify number of days for advance notice papers and ensure consistency with 6.4.3.	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4	✓	
35	6.5.1	7.5.1	Admission of the public, press and observers	Paragraph renumbered and deleted reference to induction loop - there are a number of alternative means for improving accessibility and adding this reference does not reflect this					
36	6.5.2	7.5.2	Admission of the public, press and observers	Paragraph renumbered and committees added to reflect legislation Note: Letter issued in November 2009 advising that Audit Committees should 'operate in private'	Public Bodies (Admission to meetings) Act 1960, Section 1	Public Bodies (Admission to meetings) Act 1960, Section 1	Public Bodies (Admission to meetings) Act 1960, Section 1	✓	
37	6.5.10	7.5.10	Quorum	Paragraph renumbered	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(5)	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(5)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 3(5)	✓	
39	6.5.24	7.5.24	Voting	Paragraph renumbered and 'organisations' added following comments from WAO Note: Legislation does not require Trusts to take account of views					

40	6.5.25	7.5.25	Voting	Paragraph renumbered. Paragraph refers to majority voting	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(3)	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(3)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 3(3)	✓	
40	6.6	7.6	Record of Proceedings	Paragraph renumbered and some amendments to some sub-sections	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(4) and 3(6)	NHS Trust (Membership and Procedure)Regulations 1990, Schedule, 3(4) and 3(6)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Schedule 2, 3(4) and 3(6)		
40	6.6.2	7.6.2	Record of Proceedings	Paragraph renumbered and Data Protection Legislation updated					
40	6.7.1	7.7.1	Confidentiality	Paragraph renumbered. Trust to add title of their local Standards of Behaviour Framework/Policy					
40	7.0.1	8.0.1	Values and Standards of Behaviour	Paragraph renumbered. Trust to add title of their local Standards of Behaviour Framework/Policy					
41	7.1.1	8.1.1	Declaration of Interests	Paragraph renumbered and Trust to add title of their local Standards of Behaviour Framework/Policy and reference to reporting to Chair and Board Secretary added to reflect practice					
43	7.2.8	8.2.8	Members with pecuniary (financial) interests	Paragraph renumbered	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 20	NHS Trust (Membership and Procedure)Regulations 1990, Regulation 20	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Regulation 24	✓	
44	7.5	8.5	Dealing with offers of gifts, hospitality and sponsorship	Paragraph renumbered and extended to include reference to sponsorship following discussions with Board Secretaries Network					
44	7.5.1	8.5.1	Dealing with offers of gifts, hospitality and sponsorship	Trust to add title of their local Standards of Behaviour Framework/Policy and requirement for Board to 'approve' rather than 'adopt'					
44	7.5.3	8.5.3	Dealing with offers of gifts and hospitality	Paragraph renumbered and re Frequency - Additional paragraph added to ensure consistency with LHB SOs					
45	n/a	8.6	Sponsorship	New section added					
45	7.6, 7.6.1 and 7.6.2	8.7, 8.7.1 and 8.7.2	Register of Gifts, Hospitality and Sponsorship	Paragraphs renumbered and reference to sponsorship added					
46	7.6.3	8.7.3	Register of Gifts and Hospitality	Paragraph renumbered and wording added to ensure clear paragraph refers gifts and hospitality only and cross reference updated from 7.5.3 to 8.5.3					

46	7.6.5	8.7.5	Register of Gifts and Hospitality	Paragraph renumbered and wording added to refer to Sponsorship					
46	8.0.1	9.0.1	Signing and Sealing of Documents	Paragraph renumbered and reference to Committees removed as they do not have authority to seal documents	Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs			✓	
47	8.0.2	9.0.2	Signing and Sealing of Documents	Paragraph renumbered	Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts			✓	
47	8.2.1	9.2.1	Signature of documents	Paragraph renumbered and removed word 'normally' after discussions with Board Secretaries Network					
47	9.0.3	10.0.3	Gaining Assurance on Conduct of Trust Business	Paragraph renumbered and reference to Shared Services amended with correct title of NWSSP					
48	n/a	10.0.4	Gaining Assurance on Conduct of Trust Business	Paragraph added to reference arrangements with WHSSC and EASC as an attendee					
48	n/a	10.0.5	Gaining Assurance on Conduct of Trust Business	Paragraphs added to strengthen need to gain assurance when services delivered by others on behalf of the Trust					
49	9.2.3	10.2.3	Reviewing the performance of the Board, its Committees and Advisory Groups	Paragraph renumbered and title of Welsh Government updated					
49	9.3.1	10.3.1	External Assurance	Paragraph renumbered and amended to provide correct terminology for Audit General for Wales					
49	9.3.3	10.3.3	External Assurance	Paragraph renumbered and amended to reflect correct title of Public Accounts Committee					
49	9.3.4	10.3.4	External Assurance	Paragraph renumbered and reference to legislation removed on advice of WAO					
50	11.0.1	12.0.1	Review of Standing Orders	Paragraph renumbered and reference to equality removed to reflect widening of impact assessments					
50	11.0.2	12.0.2	Review of Standing Orders	As above					
55			Individuals to who powers have been delegated	'normally' removed after discussions with Board Secretaries Network					
57		5	Schedule of Matters Reserved for the Board	LHB to add title of their local Standards of Behaviour Framework/Policy					

58		17	Schedule of Matters Reserved for the Board	Amended to say Board will 'ratify' appointment etc. of Executive Directors in accordance with regulations	NHS Trust (Membership and Procedure)Regulation s 1990, Regulation 3(3)	NHS Trust (Membership and Procedure)Regulation s 1990, Regulation 3(3)	The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Regulation 3(2)	✓	
64			NHS Framework	Amended to reflect re-introduction of Welsh Health Circulars in 2014					
64			Schedule 2	Reference to SFIs forming Schedule 2.1 added together with page for addition of SFIs					
67 - 75		Schedule 4	Advisory Groups	Text added from main SOs and Model Terms of Reference to strengthen Terms of Reference and avoid duplication					✓ - requirement for Local Partnership Forum

Review of Welsh Health Specialised Services Standing Orders, Schedule 4.1, Local Health Board Model Standing Orders – September 2019
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body

Page Number	Previous Paragraph Reference	New Paragraph Reference	Section Heading	Reason for Amendment (if applicable)	Cross reference to legislation	Requirement of legislation – local amendment not permissible	Issued under Direction – local amendment not permissible
2	1	1	Forward	Paragraph added to reflect need to make SOs in accordance with Directions issued by Ministers - to ensure consistency with LHB/Trust SOs Change to legal citation to ensure consistent style across SOs Correction of typographical error Note: When making SOs must also be regard to legislation	WHSSC (Wales) Regulations, Part 3, Regulation 12 and The LHB (Constitution, Membership and Procedures) Regulations, Regulation 14(b) and 15(5)	✓	
2	2	2	Forward	Name of host body changed throughout to Cwm Taf Morgannwg University Local Health Board (CTMUHB)			
7	Section A - Introduction						
7	i)	i)	Statutory Framework	Amendment made to reflect the establishment of Emergency Ambulance Services Committee which led to amendment of the WHSSC Directions	Welsh Health Specialised Services Committee (Wales) (Amendment) Directions 2014	✓	
7	iv) & v)	iv) & v)	Statutory Framework	Amendment to ensure consistency of legal citation	NHS (Wales) Act 2006, para 4 of Schedule 2	✓	
8	viii)	viii)	Statutory Framework	As above			
8	xi)	xi)	NHS Framework	Amendment to reflect current name of Welsh Government and to improve grammar			

8	xiv)	xiv)	NHS Framework	Paragraph amended and reference added to the Well-being of Future Generations Act (WBFGA) Removed reference to "restructured" NHS	Well-being of Future Generations (Wales) Act 2015	✓	
9	n/a	xv)	NHS Framework	New paragraph to reflect the need to meet the requirements of the WBFGA	Well-being of Future Generations (Wales) Act 2015	✓	
9	xv)	xvi)	NHS Framework	Paragraph renumbered due to above insertion and amended to reflect change from Ministerial Letters to Welsh Health Circulars in 2014			
9 to 11	xvi) to xxv)	xvii) to xxv)	Joint Committee Framework	Paragraphs renumbered following addition of new paragraph above.			
11	xxv)	xxvi)	Role of Committee Secretary	Italics removed for the 'Committee Secretary' as this does not require emphasis.			
12	Section B : WHSSC Standing Orders						
12	1.1	1.1	Purpose and Delegated Functions	Refer to legislation before making amendments	The WHSSC (Wales) Directions 2009 and The WHSSC (Wales) Regulations 2009	✓	
12	n/a	1.1.3	Purpose and Delegated Functions	Added new paragraph to ensure LHBs ensure Chief Executive is equipped to represent the views of the Board and has the relevant delegated authority			
13	1.1.4	1.1.5	Purpose and Delegated Functions	Paragraph renumbered and amendment following issuing of Ministerial Direction re no-longer a requirement to ensure unanimous decision for funding decisions			✓ MA-P /VG/3794/18 - 121118
13	1.1.5 & 1.1.6	1.1.6 & 1.1.7	Purpose and Delegated Functions	Paragraphs renumbered due to above insertion.			

13	1.2	1.2	Membership of Joint Committee	Refer to legislation before making amendments	The WHSSC (Wales) Directions 2009, 5.1 and The WHSSC (Wales) Regulations 2009, Part 2	✓	
13	1.2.1	1.2.1	Membership of Joint Committee	Refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009 Regulation 4(1) & 4(2)	✓	
13	1.2.2	1.2.2	Membership of Joint Committee	<u>Non Officer Members [to be known as Independent Members]</u> - No amendments, refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009 Regulation 4(3)	✓	
13	1.2.3	1.2.3	Membership of Joint Committee	<u>Chief Executives</u> - No amendments, refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009 Regulation 3(1)	✓	
14	1.2.4 & 1.2.5	1.2.4 & 1.2.5	Membership of Joint Committee	<u>Officer Members</u> - No amendments, refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009 Regulation 3(1)(d) & 3(2)	✓	
14	1.2.6	1.2.6	Membership of Joint Committee	<u>Associate Members</u> - No amendments, refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009 Regulation 3(3)	✓	
14	1.2.7	1.2.7	Membership of Joint Committee	<u>In Attendance</u> - correction of typographical error			
14	1.2.8	1.2.8	Membership of Joint Committee	<u>Use of term independent member</u> - correction of typographical error			
15 - 16	1.3.7 & 1.3.8	1.3.7 & 1.3.8	Membership responsibilities and accountabilities	<u>Vice-Chair</u> - correction of typographical error	The WHSSC (Wales) Regulations 2009 Regulation 13	✓	
16	1.3.9	1.3.9	Membership responsibilities and accountabilities	<u>Non-Officer Members</u> - correction of typographical error			

16	1.3.11	1.3.11	Membership responsibilities and accountabilities	Correction of typographical error			
16	1.4.1	1.4.1	Appointment and Tenure of Joint Committee Members	<u>Chair</u> - No amendments	The WHSSC (Wales) Regulations 2009 Regulation 6	✓	
16	1.4.2	1.4.2	Appointment and Tenure of Joint Committee Members	<u>Vice Chair and Independent Members</u> - No amendments	The WHSSC (Wales) Regulations 2009 Regulation 7	✓	
17	1.4.4	1.4.4	Appointment and Tenure of Joint Committee Members	<u>WHSSC Directors</u> - no amendments	The WHSSC (Wales) Regulations 2009 Regulation 4 (3)	✓	
17	1.4.5	1.4.5	Appointment and Tenure of Joint Committee Members	Correction of typographical error			
17	1.4.6	1.4.6	Tenure of Board Members	Refer to legislation before making amendments	The WHSSC (Wales) Regulations 2009, Regulations 6, 7, 8 & 11	✓	
17	2	2	Responsibilities and Relationships with each LHB Board and the Host LHB and Others	Refer to legislation before making amendments	The WHSSC (Wales) Directions 2009, 3		
17	2.0.1	2.0.1	Responsibilities and Relationships with each LHB Board and the Host LHB and Others	Amendment to reflect current name of Welsh Government and to improve grammar			
21	4.1 - 3.6.1	4.1, 4.1.1	Joint Sub-Committees	Numbering amended to correct previous error			
21	4.2.2	4.2.2	Joint Sub-Committees	Amended from 3 months to 6 weeks to ensure consistency with para 8.2.2			

22	5.1.2	5.1.2	Reporting Activity	Amended from 1 month to 6 weeks to ensure consistency with paras 4.2.2 and 8.2.2			
23	6.1.1	6.1.1	Putting the Citizen First	Wording amended in response to comments from WAO and new Welsh Language requirements	Section 44, Welsh Language (Wales) Measure 2011	✓	
23	6.2.1	6.2.1	Working with Community Health Councils	Amended as the responsibility rests with the LHB and not the Joint Committee – CHC members are not invited to attend Joint Committee meetings			
24	6.3.4	6.3.4	Annual Plan of Committee Business	Amended to say that plan should be published on internet and not as part of SOs			
24	6.5.3	6.5.3	Notifying and Equipping Board members	'calendar' added to clarify number of days for advance publication of papers. Regulations specify 'clear' days but Board Secretaries preferred term 'calendar'	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 2(3)	✓	
25	6.5.4	6.5.4	Notifying and Equipping Board members	Paragraph amended to reflect need for additional impact assessments. Previously only referred to equality		✓	
25	6.5.7	6.5.7	Notifying the public and others	'calendar' added to clarify number of days for advance notice papers and ensure consistency with 6.5.3. Requirements of SO and not Regulations	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4		
26	6.6.1	6.6.1	Admission of the public, press and observers	Deleted reference to induction loop - there are a number of alternative means for improving accessibility and adding this reference does not reflect this			
26	6.6.2	6.6.2	Admission of the public, press and observers	Paragraph centred	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 8	✓	

27	6.6.8	6.6.8	Conducting Joint Committee Meetings	Correction of typographical errors			
27	6.6.11	6.6.11	Quorum	Amendment following issuing of Ministerial Direction re ability of Chief Executive to nominate a deputy to represent them and vote on their behalf. To contribute towards quorum and exercise vote the deputy must be an Executive Director.			✓ MA-P /VG/3794/18 - 121118
28	6.6.11	6.6.12	Quorum	Due to above revision necessary to split paragraph to reflect different arrangements for Officers of WHSST			✓ MA-P /VG/3794/18 - 121118
28	6.6.12	6.6.13	Quorum	Amendment to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
28 - 29	6.6.13-6.6.16	6.6.14-6.6.17	Dealing with Motions	Amendments to paragraph numbering			
29	6.6.17	6.6.18	Dealing with Motions	Correction of typographical errors			
29	6.6.18-6.6.22	6.6.19-6.6.23	Dealing with Motions	Amendments to paragraph numbering			
29	6.6.23	6.6.24	Voting	Correction of typographical errors			
30	6.6.24	6.6.25	Voting	organisations' added following comments from WAO and to ensure consistency with LHB SOs Reference to CHC representatives removed as responsibility rests with the LHB and not the Joint Committee – CHC members are also not invited			
30	6.6.25 & 6.6.26	6.6.26 & 6.6.27	Voting	Amendments to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118

30	6.7	6.7	Record of Proceedings	No amendments	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 5 & 7	✓	
31	6.8.1	6.8.1	Confidentiality	WHSSC to add title of their local Standards of Behaviour Framework/Policy			
32	7.1.5	7.1.5	Register of Interests	Amended to say the register 'may' be published to ensure consistency with LHB and Trust SOs			
33	7.2.3	7.2.3	Dealing with members interests during Joint Committee meetings	Correction to ensure correct terminology for Welsh Ministers			
34	7.2.8	7.2.8	Dealing with members interests during Joint Committee meetings	Full title of regulations added for clarity	The LHB (Constitution, Membership and Procedures) Regulations 2009, Part 3, Regulation 17	✓	
34	7.5	7.5	Dealing with offers of gifts, hospitality and sponsorship	Extended to include reference to sponsorship following discussions with Board Secretaries Network			
34	7.5.1	7.5.1	Dealing with offers of gifts, hospitality and sponsorship	WHSST to add title of their local Standards of Behaviour Framework/Policy			
35	7.5.3	7.5.3	Dealing with offers of gifts and hospitality	Frequency - reference to sport removed as specifically prohibited in LHB policies			
36	n/a	7.6	Sponsorship	New section added			
36	7.6	7.7, 7.7.1 and 7.7.2	Register of Gifts, Hospitality and Sponsorship	Reference to sponsorship added			
36	7.6.3	7.7.3	Register of Gifts and Hospitality	Wording added to ensure clear paragraph refers gifts and hospitality only			
37	7.6.5	7.7.5	Register of Gifts and Hospitality	Wording added to refer to sponsorship			

38	8.2.1	8.2.1	Reviewing the performance of the Joint Committee, its joint sub-Committees, Expert Panel and Advisory Groups	Number 6 replaced with word 'six' as below ten			
38	8.2.3	8.2.3	Reviewing the performance of the Joint Committee, its joint sub-Committees, Expert Panel and Advisory Groups	Title of Welsh Government updated			
38	8.3.1	8.3.1	External Assurance	Amended to provide correct terminology for Audit General for Wales			
39	8.3.3	8.3.3	External Assurance	Amended to reflect correct titles for organisations.			
39	8.3.4	8.3.4	External Assurance	Reference to legislation removed on advice of WAO			
40	10.0.1	10.0.1	Review of Standing Orders	Added need for LHBs to "approve" and not only consider WHSSC SOs. Reference to equality removed to reflect widening of impact assessments			
42	i) & ii)	i) & ii)	Model Scheme of Reservation of Powers	Reference to Joint Committee and Advisory Groups added to reflect arrangements for WHSSC			
42	Bullet Point 2	Bullet Point 2	Model Scheme of Reservation of Powers	Amended to refer to sub-Committees and sub-Groups			
43	Bullet Point 2	Bullet Point 2	Deciding What to Retain and What to Delegate	Title of Welsh Government updated			

43	Bullet Point 7	n/a	Deciding What to Retain and What to Delegate	Sentence deleted as WHSSC is not a statutory body in its own right but a joint committee of the LHBs			
46	4	4	Schedule of Matters Reserved for the Committee	Amended arrangements for approval of SOs etc. as these are for approval by the LHBs and not WHSSC			
51	34 & 35	34 & 35	Schedule of Matters Reserved for the Committee	Title of Welsh Government updated			
52	n/a	n/a	Delegation to sub-Committees and others	Heading amended to read sub-Committees			
54	n/a	n/a	NHS Wales Framework	Amended to reflect re-introduction of Welsh Health Circulars in 2014			
55	n/a	n/a	Annex 3	Amended to refer to sub-Committees			

Review of Emergency Ambulance Services Committee Standing Orders, Schedule 4.2, Local Health Board Model Standing Orders – September 2019

Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body

***NOTE: Model SOs not previously issued by WG. Amendments reflect changes to SOs previously adapted by EASC from WHSSC SOs**

Page Number	*Previous Paragraph Reference	New Paragraph Reference	Section Heading	Reason for Amendment (if applicable)	Cross reference to legislation	Requirement of legislation – local amendment not permissible	Issued under Direction – local amendment not permissible
2	1	1	Forward	Paragraph added to reflect need to make SOs in accordance with Directions issued by Ministers - to ensure consistency with LHB/Trust SOs Change to legal citation to ensure consistent style across SOs Correction of typographical error Note: When making SOs must also be regard to legislation	EASC (Wales) Regulations, Part 3, Regulation 10 and The LHB (Constitution, Membership and Procedures) Regulations, Regulation 14(b) and 15(5)	✓	
2	2	2	Forward	Name of host body to be inserted			
7	Section A - Introduction						
7	i)	i)	Statutory Framework	Legislation updated to ensure includes reference to 2016 amendments	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014	✓	
7	iv) & v)	iv) & v)	Statutory Framework	Amendment to ensure consistency of legal citation and reference to Ministers and not Cabinet Secretaries	NHS (Wales) Act 2006, para 4 of Schedule 2	✓	

8	viii)	viii)	Statutory Framework	Amendment to ensure consistency of legal citation and correction as Directions previously referred to when should have been Regulations.	EASC (Wales) Regulations 2014 and The LHB (Constitution, Membership and Procedures) Regulation 2009	✓	
8	x)	x)	Statutory Framework	Name of host body to be inserted			
8	xi)	xi)	NHS Framework	Amendment to reflect current name of Welsh Government and to improve grammar			
8	xiv)	xiv)	NHS Framework	Paragraph amended and reference added to the Well-being of Future Generations Act (WBFGA) Removed reference to "restructured" NHS	Well-being of Future Generations (Wales) Act 2015	✓	
8	n/a	xv)	NHS Framework	New paragraph to reflect the need to met the requirements of the WBFGA	Well-being of Future Generations (Wales) Act 2015	✓	
9	xv)	xvi)	NHS Framework	Paragraph amended to reflect change from Ministerial Letters to Welsh Health Circulars in 2014			
9	xvi)	xvii)	Joint Committee Framework	Change of name of host body			
9	xvii)	xviii)	Joint Committee Framework	Paragraph renumbered following addition of new paragraph above			
9	xviii)	xix)	Joint Committee Framework	Amended to refer to team of EASC and not Committee			
9	xix)	xx)	Applying EASC Standing Orders	Removed reference to "as per host body" as this is CTM specific and another host may choose different arrangements			
10	xx)	xxi)	Applying EASC Standing Orders	Name of host body to be inserted			
10&11	xxi)-xxv)	xxii)-xxvi)	Applying EASC Standing Orders	Paragraphs renumbered			
11	xxvi)	xxvii)	Role of Committee Secretary	Italics removed for the 'Committee Secretary' as this does not require emphasis.			

12	Section B : EASC Standing Orders						
12	1.1	1.1	Purpose and Delegated Functions	Refer to legislation before making amendments	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014	✓	
12	n/a	1.1.3	Purpose and Delegated Functions	Added new paragraph to ensure LHBs ensure Chief Executive is equipped to represent the views of the Board and has the relevant delegated authority			
12	1.1.3	1.1.4	Purpose and Delegated Functions	Paragraph renumbered following addition of new paragraph above			
13	1.1.4	1.1.5	Purpose and Delegated Functions	Amendment following issuing of Ministerial Direction re no-longer a requirement to ensure unanimous decision for funding decisions			✓ MA-P /VG/3794/18 - 121118
13	1.1.5 & 1.1.6	1.1.6 & 1.1.7	Purpose and Delegated Functions	Paragraphs renumbered due to above insertion.			
13	1.2	1.2	Membership of Joint Committee	Refer to legislation before making amendments	EASC (Wales) Directions 2014, 5(1), EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014, Part 2, Regulation 3	✓	
13	1.2.1	1.2.1	Membership of Joint Committee	Added reference to Chief Executive alongside Chief Officer also typographical error for Vice-Chair	EASC (Wales) Regulations 2014, Regulation 3(1)	✓	

13	1.2.2	1.2.2	Membership of Joint Committee	<u>Chief Officer or Nominated Deputy</u> - amendment to specify that nominated deputy should be an Executive Director	The EASC (Wales) Regulations 2014, Regulation 3(1)(a) and 3(4)	✓	✓ MA-P /VG/3794/18 - 121118
13	1.2.3	1.2.3	Membership of Joint Committee	Name of host body to be inserted			
13	n/a	1.2.4	Membership of Joint Committee	New paragraph added regarding arrangements if the Chief Ambulance Services Commissioner is shared to ensure consistency with LHB arrangements and equality legislation			
14	1.2.4	1.2.5	Membership of Joint Committee	<u>Associate Members</u> - Amendments to ensure consistency with wording within WHSC SOs and paragraph renumbered due to additional paragraph above	The EASC (Wales) Regulations 2014, Regulation 3(3)	✓	
14	1.2.5	1.2.6	Membership of Joint Committee	<u>In Attendance</u> - correction of typographical error and paragraph renumbered			
14	1.3.5	1.3.5	Membership responsibilities and accountabilities	Cabinet Secretary changed to Minister for Health and Social Services	The EASC (Wales) Regulations 2014, Regulation 4(1)	✓	
15	1.3.6 & 1.3.7	1.3.6 & 1.3.7	Membership responsibilities and accountabilities	<u>Vice-Chair</u> - correction of typographical error	The EASC (Wales) Regulations 2014, Regulation 4(2)	✓	
15	1.4.1	1.4.1	Appointment and Tenure of Joint Committee Members	<u>Chair</u> - Title of Cabinet Secretary changed to Minister	The EASC (Wales) Regulations 2014, Regulation 4(1)	✓	
15	1.4.2	1.4.2	Appointment and Tenure of Joint Committee Members	<u>Vice-Chair</u> - amended to ensure consistency with Regulations	The EASC (Wales) Regulations 2014, Regulation 4(2) and 7	✓	

15	n/a	1.4.3	Appointment and Tenure of Joint Committee Members	<u>Vice-Chair</u> - paragraph added to reflect tenure of Vice-Chair due to unique position of them also being a Chief Officer.	The EASC (Wales) Regulations 2014, Regulation 7(5)	✓	
15	1.4.3	1.4.4	Appointment and Tenure of Joint Committee Members	Paragraph renumbered following addition of new paragraph above			
15	1.4.4	1.4.5	Appointment and Tenure of Joint Committee Members	Paragraph renumbered following addition of new paragraph above	The WHSSC (Wales) Regulations 2009, Regulation 5	✓	
16	2	2	Responsibilities and Relationships with each LHB Board and the Host LHB and Others	Refer to legislation before making amendments	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014	✓	
16	2.0.1	2.0.1	Responsibilities and Relationships with each LHB Board and the Host LHB and Others	Amendment to reflect current name of Welsh Government and to improve grammar			
17	3.1.2	3.1.2	Chairs Action on Urgent Matters	Original text was contradictory as the Lead Chief Officer is also the Vice-Chair. Amended to recognise role of Assistant Chief Ambulance Services Commissioner in these circumstances.			
17	3.2	3.2	Delegation to Joint Committee Sub-Committees and others	Amended to ensure consistency with WHSSC SOs			
17	3.2.1 & 3.2.2	3.2.1 & 3.2.2	Delegation to Joint Committee Sub-Committees and others	As above			
18	4	4	Joint Committee Sub-Committees and Sub-Groups	Amended to ensure consistency with WHSSC SOs			

18	4.0.1	4.0.1	Joint Committee Sub-Committees and Sub-Groups	Sub-committees added and paragraph numbering added			
18	n/a	4.0.2	Joint Committee Sub-Committees and Sub-Groups	Paragraph numbering added			
18	n/a	4.0.3	Joint Committee Sub-Committees and Sub-Groups	Paragraph numbering added, reference to sub-Committees and need to ensure Quality and Safety and Audit Committee			
18	n/a	4.0.4-4.0.6	Joint Committee Sub-Committees and Sub-Groups	Paragraph numbering added, reference to sub-Committees			
19	n/a	4.0.7	Joint Committee Sub-Committees and Sub-Groups	Paragraph numbering added			
19	n/a	4.0.8	Joint Committee Sub-Committees and Sub-Groups	Added categories of individuals who can be invited to join sub-Committees or sub-Groups and to ensure consistency with WHSSC SOs			
19	n/a	4.0.9	Joint Committee Sub-Committees and Sub-Groups	Paragraph added to ensure consistency with WHSSC and LHB SOs			
19	4.2.1	4.2.1	Reporting Activity to Joint Committee	Reference to sub-Committee added			
19	4.2.2	4.2.2	Reporting Activity to Joint Committee	Reference to sub-Committee added and amended from 3 months to 6 weeks to ensure consistency with WHSSC SOs. Para 5.1.2 also amended.			
20	5.1.2	5.1.2	Reporting Activity	Reference to sub-Committee added and amended from month to 6 weeks to ensure consistency with WHSSC SOs. Para 4.2.2 also amended.			
21	6.1.1	6.1.1	Putting the Citizen First	Wording amended in response to comments from WAO and new Welsh Language requirements	Section 44, Welsh Language (Wales) Measure 2011	✓	
22	6.2.3	6.2.3	Annual Plan of Committee Business	Reference to sub-Committee added			

22	6.2.4	6.2.4	Annual Plan of Committee Business	Amended to say that plan should be published on internet and not as part of SOs			
22	6.4.3	6.4.3	Notifying and Equipping Joint Committee members	10 days in accordance with Regulations. 'calendar' added to clarify number of days for advance publication of papers. Regulations specify 'clear' days but Board Secretaries preferred term 'calendar'	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 2(3)	✓	
23	6.4.4	6.4.4	Notifying and Equipping Joint Committee members	Paragraph amended to reflect need for additional impact assessments. Previously only referred to equality			
23	6.4.7	6.4.7	Notifying the public and others	'calendar' added to clarify number of days for advance notice papers and ensure consistency with 6.4.3.	Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4		
24	6.6.1	6.5.1	Admission of the public, press and observers	Paragraph number corrected and deleted reference to induction loop - there are a number of alternative means for improving accessibility and adding this reference does not reflect this			
24	6.6.2	6.5.2	Admission of the public, press and observers	Paragraph number corrected and reference to representatives of the press leaving centred	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 8	✓	
24	6.6.3 - 6.6.6	6.5.3 - 6.5.6	Admission of the public, press and observers	Paragraph numbers corrected			
25	6.6.7	6.5.7	Admission of the public, press and observers	Reference to sub-committees added			
25	6.6.8	6.5.8	Joint Committee Meetings	Correction of typographical errors			
25	6.6.9	6.5.9	Joint Committee Meetings	Paragraph number corrected			

25	6.6.10	6.5.10	Quorum	Paragraph number corrected and word "four" added as number below ten			
25	6.6.11	6.5.11	Quorum	Amendment of paragraph number and amendment following issuing of Ministerial Direction re ability of Chief Executive to nominate a deputy to represent them and vote on their behalf. To contribute towards quorum and exercise vote the deputy must be an Executive Director.			✓ MA-P /VG/3794/18 - 121118
25	6.6.11	6.5.12	Quorum	Due to above revision necessary to split paragraph to and make minor amendment to reflect different arrangements for Emergency Ambulance Services Commissioner and his staff			✓ MA-P /VG/3794/18 - 121118
26	6.6.12	6.5.13	Quorum	Amendment to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
26	6.6.13	6.5.14	Dealing with Motions	Amendment to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
26	6.6.14	6.5.15	Dealing with Motions	"calendar" added to ensure consistency with number of days mentioned elsewhere and paragraph renumbered			
26	6.6.15	6.5.16	Dealing with Motions	Amendments to paragraph numbering			
27	6.6.16	6.5.17	Dealing with Motions	Amendment to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
27	6.6.17	6.5.18	Dealing with Motions	Correction of typographical errors and paragraph renumbered			
27	6.6.18	6.5.19	Dealing with Motions	Amendment to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
27	6.6.19 - 6.6.21	6.5.20 - 6.5.22	Dealing with Motions	Paragraphs renumbered			

27	6.6.22	6.5.23	Dealing with Motions	Correction of typographical error, addition of sub-committee and paragraph renumbered			
27	6.6.23	6.5.24	Voting	Paragraph renumbered			
28	6.6.24	6.5.25	Voting	organisations' added following comments from WAO and to ensure consistency with LHB SOs			
28	6.6.25 & 6.6.26	6.5.26 & 6.5.27	Voting	Amendments to reflect above revised arrangements and paragraph renumbered			✓ MA-P /VG/3794/18 - 121118
28	6.6	6.6	Record of Proceedings	No amendments	The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 5 & 7	✓	
28	6.7.1	6.7.1	Confidentiality	Reference to sub-Committees added			
30	7.2.3	7.2.3	Dealing with members interests during Joint Committee meetings	Correction to ensure correct terminology for Welsh Ministers			
31	7.2.8	7.2.8	Dealing with members interests during Joint Committee meetings	Full title of regulations added for clarity	The LHB (Constitution, Membership and Procedures) Regulations 2009, Part 3, Regulation 17	✓	
32	7.5	7.5	Dealing with offers of gifts, hospitality and sponsorship	Extended to include reference to sponsorship following discussions with Board Secretaries Network			
32	7.5.1	7.5.1	Dealing with offers of gifts, hospitality and sponsorship	EAS Team to add title of their local Standards of Behaviour Framework/Policy			
33	7.5.3	7.5.3	Dealing with offers of gifts and hospitality	Frequency - reference to sport removed as specifically prohibited in LHB policies			
33	n/a	7.6	Sponsorship	New section added			

34	7.6, 7.6.1 & 7.6.2	7.7, 7.7.1 & 7.7.2	Register of Gifts, Hospitality and Sponsorship	Reference to sponsorship added and renumbered due to additional section above.			
34	7.6.3	7.7.3	Register of Gifts and Hospitality	Wording added to ensure clear paragraph refers gifts and hospitality only			
35	7.6.5	7.7.5	Register of Gifts and Hospitality	Wording added to refer to sponsorship			
35	8.2.1	8.2.1	Reviewing the performance of the Joint Committee, its joint sub-Committees, Expert Panel and Advisory Groups	Number 6 replaced with word 'six' as below ten			
36	8.2.3	8.2.3	Reviewing the performance of the Joint Committee, its joint sub-Committees, Expert Panel and Advisory Groups	Title of Welsh Government updated			
36	8.3.1	8.3.1	External Assurance	Amended to provide correct terminology for Audit General for Wales			
36	8.3.3	8.3.3	External Assurance	Amended to reflect correct titles for organisations.			
36	8.3.4	8.3.4	External Assurance	Reference to legislation removed on advice of WAO			
37	10.0.1	10.0.1	Review of Standing Orders	Added need for LHBs to "approve" and not only consider EASC SOs. Reference to equality removed to reflect widening of impact assessments			
39	i) & ii)	i) & ii)	Model Scheme of Reservation of Powers	Reference to Joint Committee and Advisory Groups added to reflect arrangements for EASC			

39	Bullet Point 2	Bullet Point 2	Model Scheme of Reservation of Powers	Amended to refer to sub-Committees and sub-Groups			
40	Bullet Point 2	Bullet Point 2	Deciding What to Retain and What to Delegate	Title of Welsh Government updated			
40	Bullet Point 7	n/a	Deciding What to Retain and What to Delegate	Sentence deleted as EASC is not a statutory body in its own right but a joint committee of the LHBs			
42	n/a	n/a	Quality and Safety Committee	Inserted by EASC - no comparable paragraph for WHSSC. Amended to mirror requirements for LHBs and Trusts to establish Quality and Safety Committees but determine name and role.			
44	4	4	Schedule of Matters Reserved for the Committee	Amended arrangements for approval of SOs etc. as these are for approval by the LHBs and not WHSSC			
48	n/a	34 & 35	Schedule of Matters Reserved for the Committee	Title of Welsh Government updated			
49	n/a	n/a	Delegation to sub-Committees and others	Heading amended to read sub-Committees			
51	n/a	n/a	NHS Wales Framework	Amended to reflect re-introduction of Welsh Health Circulars in 2014			
52	n/a	n/a	Annex 3	Amended to refer to sub-Committees			

Review of NHS Wales Local Health Board Model Standing Orders Glossary of Terms – September 2019

Page Number	Term	Amendment	Reason for Amendment (if applicable)	Cross reference to legislation/Guidance
2	Introductory Paragraph	Reference to EASC added	To include reference to EASC	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014
2	Accountable Officer	Added reference to Accountable Officer Memorandum being issued, status of Director of Shared Services	To ensure consistency with Trust Glossary of Terms	Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 Managing Welsh Public Money, January 2016
2	Additional Accounting Officer	Term "Additional" added to reflect arrangements for Director General and NHS Wales Chief Executive. Reference added to legislation and role of Permanent Secretary, Welsh Government	To reflect accountability arrangements in Wales	Managing Welsh Public Money, January 2016
3	Annual Plan of Board Business	Sentence added re need to publish on website.	To compliment Standing Orders	NHS Wales Model Standing Orders
	Assembly Government	Deleted due to change in name of body.		
3	Associate Member	EASC added	Reference to EASC	Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 The WHSSC (Wales) Regulations 2009 The EASC (Wales) Regulations 2014
3	Audit Committee	Role of Audit Committee added. EASC added	To provide information regarding the role of the Audit Committee and reference to EASC	NHS Wales Audit Committee Handbook, June 2012
3	Chair	Reference added to EASC and joint-Committee chair amended	To include reference to EASC	Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 The WHSSC (Wales) Regulations 2009 The EASC (Wales) Regulations 2014
4	Chief Executive	Reference to EASC added	To include reference to EASC	Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 The WHSSC (Wales) Regulations 2009 The EASC (Wales) Regulations 2014
4	NHS Wales Chief Executive	Title amended	Amended to ensure current title	
4	Committee	added "one which is"	Amended to ensure paragraph makes sense.	
4	Committee Members	WHSSC deleted	WHSSC removed and added to a later section	
4	Committee Secretary	EASC added	Reference to EASC	WHSSC (Wales) Regulations 2009 EASC (Wales) Regulations 2014
4	Community Health Councils	New section	Reference to Community Health Councils added to ensure consistency with Trust Glossary	Paragraph 1, Schedule 10, National Health Service (Wales) Act 2006
4	Constitution Regulations	WHSSC and EASC Regulations added	Legislation not previously included	Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 The WHSSC (Wales) Regulations 2009 The EASC (Wales) Regulations 2014

4	Director General, Health and Social Services	NHS Wales Chief Executive title corrected	Amended for accuracy	
5	Director of Shared Services	New section	Amended to include reference to role	
5	EASC	New section	Amended to include reference to abbreviation	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014
5	EASC Directions	New section	Amended to include reference to Directions	EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016
5	EASC Regulations	New section	Amended to include reference to Regulations	EASC (Wales) Regulations 2014
5	EASC SFIs	New section	Amended to include reference to EASC Standing Financial Instructions	
5	EASC SOs	New section	Amended to include reference to EASC Standing Orders	
5	EASC - Officer member employed by LHB	New section	Amended to include reference to new role due to EASC sections added	EASC (Wales) Regulations 2014
5	Functions	Reference to EASC added	Reference to EASC	Local Health Boards (Directed Functions) (Wales) Regulations 2009 (2009/1511 (W.147)) Welsh Health Specialised Services Committee (Wales) Directions 2009 (2009/35 (W.35)) The Emergency Ambulance Services (Wales) Directions 2014 as amended (2014/8 (W8))
5	Host LHB	Reference to EASC and NWSSP added. Name changed for Cwm Taf Morgannwg and Velindre added	Amended to include EASC and NWSSP. Cwm Taf changed name following boundary change to Cwm Taf Morgannwg and Velindre added as host of NWSSP	EASC (Wales) Directions 2014 NWSSP (Wales) Directions 2009 Velindre NHS Trust (Establishment) (Amendment) Order 2012
6	Joint-Committee	Reference to EASC added	Amended to include reference to EASC	WHSSC (Wales) Regulations 2009 EASC (Wales) Regulations 2014
6	Joint-Committee Audit Committee	Reference to EASC added	Amended to include reference to EASC	Welsh Health Specialised Services Committee (Wales) Directions 2009 (2009/35 (W.35)) The Emergency Ambulance Services (Wales) Directions (2014/8 (W8))
6	Joint-Committee Members	New section added to include membership of WHSSC and EASC.	Amended to reflect legislation and removal of WHSSC within Committee Members section	WHSSC (Wales) Regulations 2009 EASC (Wales) Regulations 2014
6	Lead Director/Officer	Reference to EASC added		WHSSC (Wales) Regulations 2009 EASC (Wales) Regulations 2014
7	National Assembly for Wales	Amended to reflect correct title and role of the Assembly	To reflect name change and to update reference to role	
7	NHS Finance (Wales) Act 2014	Citation added	Citation added to ensure consistency	NHS Finance (Wales) Act 2014
7	NWSSP	New section added	To include reference to organisation	Velindre NHS Trust (Establishment) (Amendment) Order 2012
7	Officer	Reference to EASC added	To include reference to EASC	
7	Public Services Board (PSB)	New section added	To include reference to new group	Well-being and Future Generations (Wales) Act 2015 (2015/2)
8	Regional Partnership Board (RPB)	New section added	To include reference to new group	Well-being and Social Services (Wales) Act 2014 (2014/4)
8	Shared Services Regulations	New section added	To include reference to Shared Services Regulations	The Velindre NHS Shared Services Committee (Wales) Regulations 2012

8	Shared Services Partnership Committee	New section added	To include reference to form a committee under the Shared Services Regulations	The Velindre NHS Shared Services Committee (Wales) Regulations 2012
8	Welsh Government	Change from Assembly Government to Welsh Government	Amended to reflect up to date name of Welsh Government	
8	WHSSC Regulations	Citation amended	Citation amended to ensure consistency	The Welsh Health Specialised Services Committee (Wales) Regulations 2009 (2009/3097)

Review of NHS Wales Trust Model Standing Orders Glossary of Terms – September 2019
Table of Amendments and Cross Reference to Legislation

Page Number	Term	Amendment	Reason for Amendment (if applicable)	Cross reference to legislation/Guidance
2	Accountable Officer	Added reference to Accountable Officer Memorandum being issued, status of Director of Shared Services	To ensure consistency with Trust Glossary of Terms	The National Health Service Trusts (Membership and Procedure) Regulations 1990 as amended The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009 as amended
2	Additional Accounting Officer	Term "Additional" added to reflect arrangements for Director General and NHS Wales Chief Executive. Reference added to legislation and role of Permanent Secretary, Welsh Government	To reflect accountability arrangements in Wales	Managing Welsh Public Money, January 2016
3	Advisory Group	Local Partnership Board added	To reflect status of Local Partnership Board as an Advisory Group	
3	Annual Plan of Board Business	Sentence added re need to publish on website.	To compliment Standing Orders	NHS Wales Model Standing Orders
3	Audit Committee	Reference to Audit Committee added	To ensure consistency with LHB Glossary of Terms	
3	Board Members	Reference to Board Members added	To ensure consistency with LHB Glossary of Terms	
3	NHS Wales Chief Executive	Title amended	Amended to ensure current title	
3	Committee	added "one which is"	Amended to ensure paragraph makes sense.	
4	Community Health Councils	Sentence regarding role added	Reference to role of Community Health Councils added	Paragraph 1, Schedule 10, National Health Service (Wales) Act 2006
4	Director General, Health and Social Services	NHS Wales Chief Executive title corrected	Amended for accuracy	

4	Director of Shared Services	New section	Amended to include reference to role	
5	National Assembly for Wales	Amended to reflect correct title and role of the Assembly	To reflect name change and to update reference to role	
5	NHS Finance (Wales) Act 2014	Citation added	Citation added to ensure consistency	NHS Finance (Wales) Act 2014
5	NWSSP	New section added	To include reference to organisation	Velindre NHS Trust (Establishment) (Amendment) Order 2012
5	Public Services Board (PSB)	New section added	To include reference to new group	Well-being and Future Generations (Wales) Act 2015 (2015/2)
6	Regional Partnership Board (RPB)	New section added	To include reference to new group	Well-being and Social Services (Wales) Act 2014 (2014/4)
6	Shared Services Regulations	New section added	To include reference to Shared Services Regulations	The Velindre NHS Shared Services Committee (Wales) Regulations 2012
6	Shared Services Partnership Committee	New section added	To include reference to form a committee under the Shared Services Regulations	The Velindre NHS Shared Services Committee (Wales) Regulations 2012
6	Welsh Government	Description amended to reflect current arrangements	Description amended to reflect current arrangements	