

Review of NHS Wales Local Health Board Model Standing Orders – March 2021
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

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|-------------|------------------------------|---|---------------------|--|--|--|--|
| 2 | | | Forward | No amendments made - Refer to legislation before making amendments | *Part 3, Regulation 15(6) | ✓ | |
| 2 | | | Forward | New hyperlink inserted to the Governance eManual | | | |
| 8 | Section A | | | | | | |
| 8 | i) | i) | Statutory Framework | No amendments made - Refer to legislation before making amendments | The Local Health Boards (Establishment and Dissolution) (Wales) Order 2003 | ✓ | |
| 8 | v) | v) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS (Wales) Act 2006, para 4 of Schedule 2 | ✓ | |
| 8 | vi) | vi) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS (Wales) Act 2006, Sections 12 and 13/Local Health Boards (Directed Functions) (Wales) Regulations 2009 | | |
| 9 | vii) | vii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | The Welsh Health Specialised Services Committee (Wales) Directions 2009 | ✓ | |
| 9 | viii) | viii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | The Emergency Ambulance Services Committee (Wales) Directions 2014 | ✓ | |

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| 9 | xi) | xi) | Statutory Framework | No amendments made - Refer to legislation before making amendments | National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006/Social Services and Well-being (Wales) Act 2014 | ✓ | |
| 10 | xii) | xii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS Act 2006, Section 72 | ✓ | |
| 10 | xiv) | xiv) | Statutory Framework | New hyperlink inserted. Refer to legislation before making amendments | Social Services and Well-being (Wales) Act 2014/The Partnership Arrangements (Wales) Regulations 2015 | ✓ | |
| 10 | xv) | xv) | Statutory Framework | No amendments made - Refer to legislation before making amendments | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 10 | xvi) | xvi) | Statutory Framework | No amendments made - Refer to legislation before making amendments | The Welsh Language Standards (No.7) Regulations 2018 | ✓ | |
| 11 | xx) | xx) | NHS Framework | New hyperlink inserted to the Governance eManual Values and Behaviour section | | | |
| 11 | xxi) | xxi) | NHS Framework | No amendments made - Refer to legislation before making amendments | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 11 | xxii) | xxii) | NHS Framework | New hyperlink inserted to the Governance eManual | | | |

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| 12 | xxiv) | xxiv) | Local Health Board Framework | No amendments - LHB to insert name | | | |
| 12 | xxvii) | xxvii) | Applying Standing Orders | No amendments - LHB to add title of their local Standards of Behaviour Framework/Policy. | *Part 3, Regulation 15(5) | ✓ | |
| 12 | xxviii) | xxviii) | Applying Standing Orders | No amendments - LHB to insert title of committee if not known as Audit Committee | | | |
| 14 | xxxiv) | xxxiv) | The role of the Board Secretary | No amendments - contact details and name of organisation to be added | | | |
| 15 | Section B : Standing Orders | | | | | | |
| 15 | 1.0.2 | 1.0.2 | The Local Health Board | No amendments made - Refer to legislation before making amendments | The Local Health Boards (Establishment and Dissolution) (Wales) Order 2003 | ✓ | |
| 15 | 1.1.1 | 1.1.1 | Membership of Local Health Boards | Membership of board increased from 20 to 24 and reference to Associate Members as included in the number added. | *Part 2, Regulation 4 | ✓ | |
| 15 | 1.1.2 | 1.1.2 | Membership of Local Health Boards | Amended to clarify that Officer and non-Officer members have voting rights whereas Associate Members do not even though considered members of the Board. | *Part 2, Regulation 4 and Part 3, Regulation 16 | ✓ | |
| 16 | 1.1.3 | 1.1.3 | Membership of Local Health Boards | <u>Officer Members [to be known as Executive Directors]</u> - No amendments - refer to legislation before making any amendments | *Part 2, Regulation 3(2) | ✓ | |

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| 16 | 1.1.4 | 1.1.4 | Membership of Local Health Boards | <i>Non Officer Members [to be known as Independent Members]</i> - No amendments - refer to Welsh Government before making any amendments | | | ✓ |
| 16 | n/a | 1.1.5 | Membership of Local Health Boards | New paragraph added to reflect view of Minister that it is not normally appropriate for a Non Officer Member to serve on the Board of more than one NHS body in Wales. | | | ✓ |
| 16 | 1.1.5 | 1.1.6 | Membership of Local Health Boards | <i>Associate Members</i> – paragraph renumbered - refer to legislation before making any amendments | *Part 2, Regulation s 4(3) and 4(4) | ✓ | |
| 16 | 1.1.6 | 1.1.7 | Membership of Local Health Boards | Paragraph renumbered - refer to legislation before making any amendments | *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 | 1.1.7 | 1.1.8 | Membership of Local Health Boards | Paragraph renumbered - refer to legislation before making any amendments | *Part 2, Regulation 4(4) and 4(5) | ✓ | |
| 16 | 1.1.8 | 1.1.9 | Membership of Local Health Boards | <i>Use of term "independent members"</i> - paragraph renumbered | | | ✓ |

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| 17 | 1.2, 1.2.1 | 1.2, 1.2.1 | Joint Directors | No amendments - refer to Welsh Government before making any amendments | Schedule 2, Part 1, 4(3) of the NHS (Wales) Act 2006 makes provision for Regulations to be made with regard to joint appointments. Reference is not made within Regulations but arrangements are captured in SO's. Arrangements are captured in Regulations for Trusts and PHW. | | ✓ |
| 17 | 1.3.1 | 1.3.1 | Tenure of Board Members | No amendments - refer to legislation making any amendments | *Part 2, Regulation 6 (5) | ✓ | |
| 17 | 1.3.2 | 1.3.2 | Tenure of Board Members | No amendments - refer to legislation making any amendments | *Part 2, Regulations 4(4) and 7(5) | ✓ | |
| 20 | 2.2.1 | 2.2.1 | Delegation of Board functions | No amendments - previously amended to re-enforce that some functions cannot be delegated as issued under direction. | | | |
| 21 | 3 | 3 | Committees | No amendments - refer to legislation making any amendments | *Part 3, Regulation 14 | | |
| 22 | 3.2 | 3.2 | Joint Committees | No amendments. Refer to legislation before making any amendments | The Welsh Health Specialised Services Committee (Wales) Directions 2009 and The Emergency Ambulance Services Committee (Wales) Directions 2014, *Part 3, Regulation 15(5) | ✓ | |

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| 23 | 3.3 | 3.3 | Sub-Committees | No amendments - refer to legislation making any amendments | *Part 3, Regulation 14(a), Regulation 15(4) | ✓ | |
| 23 | 3.4 | 3.4 | Committees | No amendments - refer to legislation and Welsh Government before making any amendments | *Part 3, Regulation 14(a), Regulation 15(4), Schedule 3 | ✓ | ✓ regarding committees to be established as a minimum in 3.4.1 |
| 25 | 4 | 4 | NHS Wales Shared Services Partnership | Refer to legislation before making any amendments to this section | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | ✓ | |
| 24 & 25 | 4.0.2 | 4.0.2 | NHS Wales Shared Services Partnership | 'as amended' added and 'and Special Health Authorities' to reflect extension of Committee to Special Health Authorities. | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | ✓ | |
| 25 | 5 | 5 | Advisory Groups | No amendments - refer to legislation and Welsh Government before making any amendments to this section | | | ✓ - requirement for 3 Advisory Groups |
| 25 | 5.0.1 | 5.0.1 | Advisory Groups | No amendments - refer to legislation before making any amendments | *Schedule 3, 4(2) | | |
| 25 | 5.0.3 | 5.0.3 | Advisory Groups | Paragraph renumbered. No amendments - refers to requirement to meet in public | *Schedule 3, 8(1) | | |

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| 31 & 32 | 6.0.3 | 6.0.3 | Working in Partnership | No amendments - refer to legislation before making any amendments | Social Services and Wellbeing (Wales) Act 2014, the Wellbeing of Future Generations (Wales) Act 2015 and duties to co-operate under the NHS Act 2006 and the NHS (Wales) Act 2006 | | |
| 32 & 33 | 6.1 | 6.1 | Community Health Councils | No amendments - refer to legislation before making any amendments | 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 | 7.1.1 | 7.1.1 | Putting the Citizen First | Bullet point two amended to reflect meetings held virtually. No other amendments made. | Section 44, Welsh Language (Wales) Measure 2011 | ✓ | |
| 34 | 7.2.5 | 7.2.5 | Annual General Meeting | Removed need for the agenda to be displayed on principal sites as no-longer a requirement of the Public Bodies (Admission to Meetings) Act. | | | |

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| 34 | 7.2.6 | 7.2.6 | Annual General Meeting | Removed reference to Annual Quality Statement as this is not a requirement for 2020/21 and requirements will be changing in future years. | | | |
| 34 | 7.3 | 7.3 | Calling Meetings | No amendments made - refer to legislation before making any amendments to this section | *Schedule 3, 2(1) | ✓ | |
| 35 | 7.4.3 | 7.4.3 | Notifying and Equipping Board members | No amendments made - previously amended to refer to 'calendar' days 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 & 36 | 7.4.6 | 7.4.6 | Notifying and Equipping Board members | No amendments made - refer to legislation before making any amendments | *Schedule 3, 2(5) | ✓ | |
| 36 | 7.4.7 | 7.4.7 | Notifying the public and others | See above re reference to 'calendar' days. Removed need for public part of agenda to be displayed on principal sites as no longer a requirement of the Public Bodies (Admission to Meetings) Act. | Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4 (a) and (b) | ✓ | |
| 36 | 7.5.1 | 7.5.1 | Admission of the public, press and observers | No amendments made - refer to legislation before making any amendments | Public Bodies (Admission to meetings) Act 1960, Section 1 | ✓ | |
| 36 | 7.5.2 | 7.5.2 | Admission of the public, press and observers | No amendments made - refer to legislation before making any amendments 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 | ✓ | |

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| 38 | 7.5.10 | 7.5.10 | Quorum | No amendments made - refer to legislation before making any amendments | *Schedule 3, 6 | ✓ | |
| 40 | 7.5.24 | 7.5.24 | Voting | No amendments made - refer to legislation before making any amendments | *Schedule 3, 4(2) | ✓ | |
| 40 | 7.5.25 | 7.5.25 | Voting | No amendments made - refer to legislation before making any amendments | *Schedule 3, 4(1) | ✓ | |
| 40 | 7.6 | 7.6 | Record of Proceedings | No amendments made - refer to legislation before making any amendments | *Schedule 3, 5 and 7 | ✓ | |
| 40 & 41 | 7.7.1 | 7.7.1 | Confidentiality | No amendments made - LHB to add title of their local Standards of Behaviour Framework/Policy | | | |
| 41 | 8.0.1 | 8.0.1 | Values and Standards of Behaviour | No amendments made - LHB to add title of their local Standards of Behaviour Framework/Policy | | | |
| 41 | 8.1.1 | 8.1.1 | Declaration of Interests | No amendments made - LHB to add title of their local Standards of Behaviour Framework/Policy | | | |
| 43 | 8.2.8 | 8.2.8 | Members with pecuniary (financial) interests | No amendments made - refer to legislation before making any amendments | *Regulation 17 | ✓ | |
| 46 | 9.0.1 | 9.0.1 | Signing and Sealing of Documents | No amendments made - refer to legislation before making any amendments | Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs | ✓ | |
| 46 | 9.0.2 | 9.0.2 | Signing and Sealing of Documents | No amendments made - refer to Welsh Government before making any amendments | Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts | Reflects requirement for Trusts | |
| 49 | 10.3.3. | 10.3.3 | External Assurance | Amended to reflect correct titles for organisation. | | | |

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| 42 | Schedule 1 | Schedule 1 | Schedule of Matters Referred to Board | See separate sheet - Refer to legislation before making future amendments. | | | |
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| 66 | Schedule 2 | Schedule 2 | NHS Wales Framework | Address of Governance eManual updated. | | | |
| 67 | Schedule 2.1 | Schedule 2.1 | Standing Financial Instructions | See separate document for amendments. | | | |
| 69 | Schedule 4.1 | Schedule 4.1 | Joint Committees | WHSSC - See separate sheet within this document for amendments | | | |
| 69 | Schedule 4.2 | Schedule 4.2 | Joint Committees | EASC - See separate sheet within this document for amendments | | | |

Local Health Board - Schedule 1 - Schedule of Matters Reserved for the Board

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|------------------------------|-------------------------|--------------------|--|---------------------------|--------------|---|--|
| Footnote 5 | Footnote 5 | n/a | n/a | n/a | n/a | Assembly changed to <i>Welsh</i> Government | |
| 1 | 1 | General | Board may determine any matter for which it has statutory or delegated authority in accordance with SOs (<i>except for those decisions delegated to the Welsh Health Specialised Services Committee (WHSSC) or Emergency Ambulance Services Committee (EASC).</i> | Y | | Amendments in italics added - previously a footnote | |
| 2 | 2 | General | The Board must determine any matter that will be reserved for the whole Board. These are: [LHB to insert details] | Y | | | |
| NEW | 3 | General | <i>Approve the LHB's Governance Framework</i> | Y | | New requirement. The need for an overarching Governance Framework not previously recognised. The Governance Framework will provide a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports the approach ensuring standards of governance are maintained within the LHB. More detailed policies and procedures will underpin the Framework as appropriate. | |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

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|------------------------------|-------------------------|------------------------|--|---------------------------|-----------------|--|---|
| 4 | 4 | Operating arrangements | Approve, vary and amend - SOs; - SFIs; - Scheme of matters reserved to the LHB; - Scheme of delegation to Committees and others; and - Scheme of delegation to officers. In accordance with any directions set by Welsh Ministers. | Y | | No amendments Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. | Regulation 15 - the Local Health Board (Constitution, Membership and Procedures) (Wales) Regulations 2009 |
| 8 | 5 | Operating arrangements | Ratify any urgent decision taken by the Chair and the Chief Executive in accordance with SO requirements | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 2.1 - Chair's action on urgent matters, page 20 - Model Standing Orders |
| NEW | 6 | Operating arrangements | Formal consideration of report of Board Secretary on any non-compliance with Standing Orders, making proposals to the Board on any action to be taken. | N | Audit Committee | Wording amended to ensure consistent with SOs which under xxviii) which state non-compliance should be reported to the BS, who will ask the Audit Committee to formally consider the matter and make proposals to the Board on any action to be taken. | Section A, paragraph xxviii), Applying Standing Orders, page 12 - Model Standing Orders |
| 9 | 7 | Operating arrangements | Receive report and proposals regarding any non-compliance with Standing Orders, and where required ratify in public session any action required in response to failure to comply with SOs. | Y | | As above, wording in italics added and section moved to improve flow of the Scheme of Delegation | Section A, paragraph xxviii), Applying Standing Orders, page 12 - Model Standing Orders |

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| 15 | 8 | Operating arrangements | Authorise use of the LHB's official seal | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, page 46 - Signing and Sealing of Documents - Model Standing Orders |
| 5 | 9 | Operating arrangements | Approve the LHB's Values and Standards of Behaviour Framework [LHB to insert title of the relevant policy] | Y | | A Framework is a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports a particular approach to a specific objective, and serves as a structure that provides guidance which can be modified as required. Note: The Board cannot delegate the approval of the 'Framework' but they can delegate approval of policies which fall out of this e.g. the Declarations of Interest Policy and Procedure Section moved to improve flow of Scheme of Delegation | Regulation 17 - the Local Health Board (Constitution, Membership and Procedures) (Wales) Regulations 2009 Section B, Paragraph 8 - Values and Standards of Behaviour, Pages 41-46 of Model Standing Orders |
| 18 | 10 | Organisation Structure & Staffing | Require, receive and determine action in response to the declaration of Board members' interests, in accordance with advice received e.g. from Audit Committee or Board Secretary | N | Chair on behalf of Board/Vice-Chair on behalf of Board if Chair is declaring interest | Amended to reflect the wording, within the SO's, <i>or Board Secretary</i> added and moved to improve flow of Scheme of Delegation | Regulation 17 - the Local Health Board (Constitution, Membership and Procedures) (Wales) Regulations 2009 Section B, Paragraph 8 - Values and Standards of Behaviour, Pages 41-46 of Model Standing Orders |
| 25 | 11 | Strategy and Planning | Determine the LHB's strategic aims, objectives and priorities | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.4, the Role of the Board, page 18 of Model Standing Orders |

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| 30 | 12 | Strategy and Planning | Approve the LHB's key strategies and programmes related to: - Population Health Needs Assessment and Commissioning Plan - The development and delivery of patient and population centred health and care /clinical services for their population - Improving quality and patient safety outcomes - Workforce and organisational development - Infrastructure, including IM&T, Estates and Capital (including major capital investment and disposal plans) | Y | | Language modernised to refer to <i>population</i> and <i>health and care</i> and section moved to improve flow of Scheme of Delegation | Clinical Services Strategy to be approved by Board (p 13) NHS Wales Planning Framework 2020-2023 |
| NEW | 13 | Strategy and Planning | Approval of Joint Area Plan prepared under the direction of the Regional Partnership Board and in response to the population assessment | Y | | Added to reflect introduction of legislation | Population assessment required by Section 14 of the Social Services and Well-being (Wales) Act 2014 Section 14A of the Social Services and Well-being (Wales) Act as inserted by the Well-being of Future Generations (Wales) Act 2015 |
| NEW | 14 | Strategy and Planning | Agreement of Well-being objectives in accordance with the requirements of the Well-being and Future Generations (Wales) Act 2015 | Y | | Added to reflect introduction of legislation | Section 9 of the Well-being and Future Generations (Wales) Act 2015 |
| NEW | 15 | Strategy and Planning | Approval of Well-being Plan prepared and agreed by the Public Service Board | Y | | Added to reflect introduction of legislation | Section 39 of the Well-being of Future Generations (Wales) Act 2015 |

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| 26 | 16 | Strategy and Planning | Approve the LHB's Integrated Medium Term Plan, including the balanced Medium Term Financial Plan | Y | | Section moved to improve flow of Scheme of Delegation | Section 175(2) of the NHS (Wales) Act 2006 and NHS Finance (Wales) Act 2014 regarding requirement to produce balanced plan. |
| 31 | 17 | Strategy and Planning | Approve the LHB's budget and financial framework (including overall distribution of the financial allocation and unbudgeted expenditure) | Y | | Section moved to improve flow of Scheme of Delegation | Para 5.1.1, Financial Management and Budgetary Control, page 23, Schedule 2.1, Standing Financial Instructions |
| 6 | 18 | Operating arrangements | Approve the LHB's framework and strategy for performance management; risk and assurance | Y | | Combined Framework and Strategy for Performance. Separate section for risk and assurance Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.4.1, the Role of the Board, page 18 of Model Standing Orders |
| 27 | 19 | Strategy and Planning | Approve the LHBs framework and strategy for risk and assurance | Y | | See above, also previously read 'risk management strategy and plans' . Reworded for consistency and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.4.1, the Role of the Board, page 18 of Model Standing Orders |

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| 11 | 20 | Operating arrangements | Approve Ratify policies for dealing with raising concerns , complaints and incidents in accordance with the Putting Things Right and health and safety requirements . | Y | Committee of the Board may approve policies for formal ratification by Board | Need to be clear re definition of 'policy' - A written statement of intent, describing the broad approach or course of action that the organisation is taking with a particular issue. Policies are underpinned by evidenced based procedures and guidelines and are mandatory. The formulation of policies allows the organisation to produce formal agreements, which clearly defines the commitment of the organisation and the obligations of individual staff. Reference made to the Putting Things Right requirements and to allow delegation of policies to an appropriate committee. Section also moved to improve flow within Scheme of Delegation | The NHS Redress (Wales) Measure 2008, The NHS Redress (Wales) Measure 2008 (Commencement) Order 2011 |
| 3 | 21 | Operating arrangements | Agree the arrangements for ensuring the adoption of the standards of governance and performance (including the quality and safety of healthcare, and the patient experience) to be met by the LHB, including standards/ requirements determined by Welsh Government, regulators , professional bodies/others, e.g. National Institute of Health and Care Excellence (NICE) Royal Colleges | Y | | Amended to allow the Board to consider the various standards and determine delegation arrangements. Not all standards will be adopted in their entirety but it is important for decision making regarding this to be clear. Practical example = the arrangements for organisations to consider Royal College Guidance during the COVID-19 pandemic and reflect provisions where/if appropriate. Section moved to improve flow of Scheme of Delegation. | |

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| 28/29 | 22 | Strategy and Planning | Approve the LHB's citizen patient, public, staff, partnership and stakeholder engagement and co-production strategies ,including communication- | Y | | Language modernised and merged into single area for delegation. Section moved to improve flow of Scheme of Delegation | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) Well-being of Future Generations (Wales) Act 2015 Social Services and Wellbeing (Wales) Act 2014 |
| 7 | 23 | Operating arrangements | Approve the introduction or discontinuance of any significant activity or operation. Any activity or operation shall be regarded as significant if the Board determines it so based upon its contribution/impact on the achievement of the LHB's aims, objectives and priorities | Y | | No amendment required. Reference to legislation and guidance provided. Section moved to improve flow of Scheme of Delegation. | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) |

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|------------------------------|-------------------------|-----------------------------------|---|---------------------------|---|---|--|
| 16/17 | 24 | Organisation Structure & Staffing | Approve- Appointment and manage- appraisal, discipline and dismissal of the Chief Executive of officer members of the Board (Chief Executive and Directors) in accordance with the provisions of the Regulations and in accordance with Ministerial Instructions | Y | | Amended as previous scheme did not reflect requirements of regulations. Section moved to improve flow of Scheme of Delegation. * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range (Ref 14.1.4 SFI's) | Regulation 4(2) of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regs 2009 |
| 16/17 | 25 | Organisation Structure & Staffing | Termination of appointment and suspension officer members in accordance with the provisions of the Regulations and in accordance with Ministerial instructions | N | Remuneration and Terms of Service Committee | Amended as previous scheme did not reflect requirements of regulations. Section moved to improve flow of Scheme of Delegation. | Regulation 8 and 9 of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regs 2009 |
| 16/17 | 26 | Organisation Structure & Staffing | Consider appraisal of officer members of the Board (Chief Executive and Directors) | N | Remuneration and Terms of Service Committee | See above - sections split to reflect regulations and clarify arrangements. Section moved to improve flow of Scheme of Delegation | |
| 17 | 27 | Organisation Structure & Staffing | Approve the appointment, appraisal, discipline and dismissal of any other Board level appointments and other senior employees, in accordance with Ministerial Instructions e.g. the Board Secretary | N | Remuneration and Terms of Service Committee * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range (Ref 14.1.4 SFI's) | Previously part of former paragraph 17 Section moved to improve flow of Scheme of Delegation | Para 14.1.4, Pay and Expenditure, page 60, Schedule 2.1, Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|---------------------------|---|---|---|
| NEW | 28 | Organisation Structure & Staffing | Consider and approve redundancy and Early Release Applications, noting that where the settlement is £50,000 or above subsequent agreement of Welsh Government is required. | N | Remuneration and Terms of Service Committee | Inserted to ensure clarity regarding redundancy and Early Release Applications. | Para 14.1.5, Pay and Expenditure, page 60, Schedule 2.1, Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts |
| 19 | 29 | Organisation Structure & Staffing | Approve, arrange the review, and revise the LHB's top level organisation structure and corporate policies | Y | | Section moved to improve flow of Scheme of Delegation | |
| 20 | 30 | Organisation Structure & Staffing | Appoint, arrange the review, revise and dismiss LHB Committees, including any joint-Committees directly accountable to the Board. | Y | | Section moved to improve flow of Scheme of Delegation | Regulation 14 of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regs 2009 Section B, Paragraph 3, Pages 21-24 - Model Standing Orders |
| 21 | 31 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the Chair and members of any Committee, joint-Committee or group set up by the Board | Y | | Section moved to improve flow of Scheme of Delegation | As above |
| 22 | 32 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the individuals appointed to represent the Board on outside bodies and groups. | Y | | Section moved to improve flow of Scheme of Delegation | |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|--|-----------------|---|---|
| 23 | 33 | Organisation Structure & Staffing | Approve the standing orders and terms of reference and reporting arrangements of all Committees, joint-Committees and groups established by the Board | Y | | Amended to reflect the wording within the SO's Section moved to improve the flow of the Scheme of Delegation | Regulation 15(4) and (5) of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 Section B, Paragraph 3, Pages 21-24 - Model Standing Orders |
| 10 | 34 | Operating arrangements | Approve arrangements relating to the discharge of the LHB's responsibility as a Bailee for patients' property | N | Audit Committee | No specific requirement for approval by the Board. See Section 19 of SFI's regarding responsibilities of LHB, Chief Executive and Director of Finance. Section moved to improve the flow of the Scheme of Delegation | Para 19.1.1, LHB Responsibility, page 77, Schedule 2.1, Standing Financial Instructions. Responsibility delegated to Director of Finance |
| 12 | 35 | Operating arrangements | Approve individual compensation payments in line with SFI's the provisions of Annex 4 to Chapter 6 of the Welsh Government Manual for Accounts | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | | Added reference to the Manual for Accounts and need to ensure delegated in accordance with provisions of Manual for Accounts. Section moved to improve the flow of the Scheme of Delegation | Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|--|--------------|---|---|
| 13 | 36 | Operating arrangements | Approve individual cases for the write off of losses or making of special payments above the limits delegated to the Chief Executive and Officers | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | | Section moved to improve flow of Scheme of Delegation | Para 17 - Disposal, Condemnations, Losses and Special Payments, page 72, Schedule 2.1, Model Standing Orders Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 14 | 37 | Operating arrangements | Approve proposals for action on litigation on behalf of the LHB | Y | | Section moved to improve flow of Scheme of Delegation | |
| 24 | 38 | Organisation Structure & Staffing | Approve the arrangements relating to the discharge of the LHB's responsibilities as a corporate trustee of funds held on trust in accordance with the provision of Paragraph 20 of the Standing Financial Instructions. | Y | | Crossed referenced to SFI's Section moved to improve flow of Scheme of Delegation | Para 20, Funds Held on Trust (Charitable Funds), pages 79 - 80, Schedule 2.1, Model Standing Financial Instructions |
| 29 | | Strategy and Planning | Approve the LHB's partnership and stakeholder engagement and involvement strategies | Y | | See 22 above - merged with previous 28 | |
| 32 | 39 | Strategy and Planning | Approve new contracts for the LHB to provide, or to secure provision from providers for Personal Medical; Dental; Pharmacy; Optometry services to some or all of the LHB's population Services- where the value exceeds the delegated limit of the Chief Executive | Y | | Wording added to confirm the requirement applies where above the delegated limit of the Chief Executive. Section moved to improve flow of Scheme of Delegation | Para 12, Health Care Agreements and Contracts for Health Care Services, pages 54 - 55, Schedule 2.1, Model Standing Financial Instructions |
| 33 | 40 | Strategy and Planning | Approve individual contracts (other than NHS contracts) above the limit delegated to the Chief Executive set out in the Standing Financial Instructions | Y | | Section moved to improve flow of Scheme of Delegation | Para 12, Health Care Agreements and Contracts for Health Care Services, pages 54 - 55, Schedule 2.1, Model Standing Financial Instructions |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|---------------------------|---|---------------------------|--------------|---|--|
| 34 | 41 | Performance and Assurance | Approve the LHB's audit and assurance arrangements. | Y | | Whilst Board must approve overarching arrangements some functions can be delegated to the relevant Committee Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 47-49 - Model Standing Orders |
| 35 | 42 | Performance and Assurance | Receive reports from the LHB's Executive on progress and performance in the delivery of the LHB's strategic aims, objectives and priorities and approve action required, including improvement plans <i>as appropriate</i> . | Y | | Added 'as appropriate' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, page 49, Model Standing Orders |
| 36 | 43 | Performance and Assurance | Receive reports from the LHB's Committees, groups and other internal sources on the LHB's performance and approve action required, including improvement plans <i>as appropriate</i> . | Y | | Added 'as appropriate' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 3.7 page 24 and Paragraph 10.2.3, page 48 - Model Standing Orders |
| 37 | 44 | Performance and Assurance | Receive reports on the LHB's performance produced by external regulators and inspectors (including, e.g. <i>Audit Wales</i> , HIW, etc.) that <i>raise significant issue or concerns impacting on the LHB's ability to achieve its aims and objectives</i> and approve action required, including improvement plans, taking account of the advice of Board Committees (as appropriate). | Y | | Amended WAO to Audit Wales and added 'significant' as it is appropriate for Committees to discharge in some instances. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, page 49, Model Standing Orders |
| 38 | 45 | Performance and Assurance | Receive the annual opinion of the LHB's Chief Internal Auditor and approve action required, including improvement plans | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10.1, page 48, Model Standing Orders |

Review of NHS Wales Local Health Board Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|--|---------------------------|--|---------------------------|--------------|---|---|
| 39 | 46 | Performance and Assurance | Receive the annual management report from the Auditor General for Wales and approve action required, including improvement plans. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10.3, page 49, Model Standing Orders |
| 40 | 47 | Performance and Assurance | Receive the annual opinion- assurance regarding the LHB's performance against the Health and Care Standards for Wales and the arrangements for approving required action, including improvement plans. | Y | | The Quality and Safety Committee will be responsible for having oversight and ensuring the standards within in the Health and Care Standards are maintained. Amended title of standards and added reference to Board requiring assurance. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, page 49, Model Standing Orders |
| 41 | 48 | Performance and Assurance | Approve the LHB's Reporting Arrangements, including reports on activity and performance locally, to citizens, partners and stakeholders and nationally to the Assembly- Welsh Government where required. | Y | | Assembly changed to Welsh Government and 'where required' added Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, page 49, Model Standing Orders |
| 42 | 49 | Performance and Assurance | Receive, approve and ensure the publication of LHB reports, including its Annual Report and annual financial accounts in accordance with directions and guidance issued | Y | | Added 'in accordance with directions and guidance issued' Where there is not a specific requirement for the Board to receive reports can be delegated to Committees. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, page 49, Model Standing Orders |
| | | | | | | | |
| | *Note: Any decision to reserve a matter, and the manner in which that retained responsibility is carried out will be in accordance with any regulatory and/or Welsh Government requirements. | | | | | | |

Review of NHS Wales Trust Model Standing Orders – March 2021
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 or Current Paragraph Reference if no change | 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 | | | Forward | No amendments made - Refer to legislation before making amendments Trusts to amend as appropriate for their organisation | | | | | |
| 2 | | | Forward | New hyperlink inserted to the Governance eManual | | | | | |
| 7 | Section A - Introduction | | | | | | | | |
| 7 | i) | i) | Statutory Framework | Velindre - 'University' added to title and 'as amended' added after Establishment Order PHW and WAST - no amendments made Refer to legislation before making any further amendments | 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 | ii) | ii) | Statutory Framework | No amendments made - principal place of business to be added | | | | | |
| 7 | iii) | iii) | Statutory Framework | No amendments made - insert name of Trust | | | | | |
| 7 | iv) | iv) | Statutory Framework | No amendments made - Refer to legislation before making amendments | 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 | No amendments made - Refer to legislation before making amendments Trusts to amend as appropriate for their organisation | 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 | No amendments made - Refer to legislation before making amendments | 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 | vii) | vii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | Well-being of Future Generations (Wales) Act 2015 | Well-being of Future Generations (Wales) Act 2015 | Well-being of Future Generations (Wales) Act 2015 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---------------------|--|--|--|--|--|--|
| 8 | x) | x) | Statutory Framework | No amendments made - Refer to legislation before making amendments | 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 & 9 | xi) | xi) | Statutory Framework | No amendments made - Refer to legislation before making amendments | 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 | xii) | xii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | 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 | xiii) | xiii) | Statutory Framework | 'as amended' added and 'and Special Health Authorities' to reflect extension of Committee to Special Health Authorities. | 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 | ✓ | |
| 9 | xiv) | xiv) | Statutory Framework | No amendments made - Refer to legislation before making amendments | National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006 | National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006 | National Health Service Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000/NHS (Wales) Act 2006 | ✓ | |
| 9 | xv) | xv) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS Act 2006, Section 72 | NHS Act 2006, Section 72 | NHS Act 2006, Section 72 | ✓ | |
| 10 | xvii) | xvii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | The Welsh Language Standards (No.7) Regulations 2018 | The Welsh Language Standards (No.7) Regulations 2018 | The Welsh Language Standards (No.7) Regulations 2018 | ✓ | |
| 10 & 11 | xxii) | xxii) | NHS Framework | New hyperlink inserted to the Governance eManual Values and Behaviour section | | | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------------|---|---------------------------------|---|---|--|--|--|--|
| 11 | xxiii) | xxiii) | NHS Framework | No amendments made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate | 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 | xxiv) | xxiv) | NHS Framework | New hyperlink to Governance eManual added | | | | | |
| 11 | xxvi) | xxvi) | NHS Trust Framework | No amendments made - Trust to insert name | | | | | |
| 12 | xxix) | xxix) | Applying Standing Orders | No amendments made - Trust to add title of their local Standards of Behaviour Framework/Policy. | | | | | |
| 12 | xxx) | xxx) | Applying Standing Orders | No amendments made - Trust to insert add title of their Audit Committee | | | | | |
| 12 & 13 | xxxii) | xxx) | Applying Standing Orders | No amendments made - Bullet 1 - Trust to insert appropriate Regulations, Bullet 2 - Trust to | The National Health Service Trusts (Membership and | The National Health Service Trusts (Membership and | The Public Health Wales National Health Service Trust | ✓ | |
| 14 | xxxv) | xxxv) | The Role of the Board Secretary | No amendments made - contact details for Board Secretary to be added | | | | | |
| 15 | Section B : Standing Orders | | | | | | | | |
| 15 | 1.0.1 | 1.0.1 | The Trust | Velindre - deleted reference to <i>'manage and provide to or in relation to the health service in Wales and range of information technology systems and associated support and consultancy services, desktop services, web development, telecommunications services, healthcare information services, and'</i> to reflect the establishment of Digital Health and Care Wales. | 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 - No amendments made - Refer to legislation before making amendments | | WAST (Establishment) Order 1998 (as amended) | | ✓ | |
| 16 | 1.0.1 | 1.0.1 | The Trust | PHW - No amendments made - Refer to legislation before making amendments | | | Public Health Wales (Establishment Order) 2009 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|-------------------------|--|---|---|--|--|--|
| 16 & 17 | 1.0.2 | 1.0.2 | The Trust | No amendments made - Refer to legislation before making amendments - Trusts to insert paragraph as appropriate | 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 made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate | 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 | No amendments made - Refer to legislation before making amendments | 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) | ✓ | |
| 17 | 1.1.4 | 1.1.4 | Membership of the Trust | No amendments made - Refer to legislation before making amendments | 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 | 1.1.5 | 1.1.5 | Membership of the Trust | No amendments made - Refer to legislation before making amendments | 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 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|-------------------------|--|---|--|--|--|--|
| 18 | 1.1.6 | 1.1.6 | Membership of the Trust | <u>Executive Directors</u> - No amendments made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate | 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 | 1.1.7 | 1.1.7 | Membership of the Trust | <u>Non-Executive Directors (to be known as Independent Members)</u> - No amendments made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate | 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 | ✓ | |
| 18 & 19 | 1.1.8 | 1.1.8 | Membership of the Trust | New paragraph added to reflect view of Minister that it is not normally appropriate for a Non Officer Member to serve on the Board of more than one NHS body in Wales. | | | | | ✓ |
| 19 | 1.1.9 | 1.1.9 | Membership of the Trust | <u>Use of Term Independent Member</u> - paragraph renumbered. Refer to legislation before making amendments | | | | | ✓ |
| 19 | 1.2 & 1.2.1 | 1.2 & 1.2.1 | Joint Directors | No amendments made - Refer to legislation before making 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 | 1.3.1 | Tenure of Board Members | No amendments made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate 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) | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|-----------------------------------|--|--|--|--|--|---|
| 20 | 1.3.2 & 1.3.3 | 1.3.2 & 1.3.3 | Tenure of Board Members | No amendments made - Refer to legislation before making 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) | ✓ | |
| 21 | 1.4.8 | 1.4.8 | Responsibilities of Board Members | The Vice-Chair - no amendments made - Refer to legislation before making any changes. | NHS Trust (Membership and Procedure) Regulations 1990, Regulation 14 | NHS Trust (Membership and Procedure) Regulations 1990, Regulation 14 | The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3, Regulation 18 | | |
| 23 | 2.2.1 | 2.2.1 | Delegation of Board functions | No amendments made - Refer to legislation before making amendments Trusts to insert paragraphs as appropriate | NHS Trust (Membership and Procedure) Regulations 1990, Regulation 16 | NHS Trust (Membership and Procedure) Regulations 1990, Regulation 16 | The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3, Regulation 20 | | |
| 24 - 26 | 3 | 3 | Committees | Refer to legislation before making any amendments | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 15 | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 15 | The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3, Regulation 19 | ✓ | |
| 25 | 3.3.1 | 3.3.1 | Committees | No amendments - refer to legislation and Welsh Government before making any amendments | | | | | ✓ regarding committees to be established as a minimum in 3.3.1 |
| 25 | 3.3.3 - 3.3.5 | 3.3.3 - 3.3.5 | Committees | No amendments - refer to legislation and Welsh Government before making any amendments | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 19 | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 19 | The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3, Regulation 23 | ✓ | |
| 26 | 3.3.6 | 3.3.6 | Committees | No amendments - refer to legislation and Welsh Government before making any amendments | | | | | |
| 26 | 3.4.1 | 3.4.1 | Other Committees | No amendments made - Refer to legislation before making amendments | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 15 | NHS Trust (Membership and Procedure) Regulations 1990, Part 3, Regulation 15 | The Public Health Wales NHS Trust (Membership and Procedure) Regulations 2009, Part 3, Regulation 19 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---------------------------------------|--|--|--|--|--|--|
| 27 & 28 | 4 | 4 | NHS Wales Shared Services Partnership | Refer to legislation before making any amendments | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | ✓ | |
| 27 & 28 | 4.0.2 | 4.0.2 | NHS Wales Shared Services Partnership | 'as amended' added and 'and Special Health Authorities' to reflect extension of Committee to Special Health Authorities. | As above | As above | As above | ✓ | |
| 28 - 30 | 5 | 5 | Advisory Groups | No amendments - refer to legislation and Welsh Government before making any amendments | | | | | ✓ - requirement for Local Partnership Forum |
| 27 | 5.1.1 | 5.1.1 | Advisory Groups | no amendments made - Trusts to insert details as appropriate | | | | | ✓ - requirement for Local Partnership Forum |
| 31 | 6.0.3 | 6.0.3 | Working in Partnership | No amendments made - Refer to legislation before making amendments | Social Services and Wellbeing (Wales) Act 2014 and Wellbeing of Future Generations (Wales) Act 2015 | Social Services and Wellbeing (Wales) Act 2014 and Wellbeing of Future Generations (Wales) Act 2015 | Social Services and Wellbeing (Wales) Act 2014 and Wellbeing of Future Generations (Wales) Act 2015 | ✓ | |
| 31 & 32 | 6.1 | 6.1 | Community Health Councils | No amendments made - Refer to legislation before making amendments | 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 | 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 | 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 & 33 | 7.1.1 | 7.1.1 | Putting the Citizen First | Bullet point two amended to reflect meetings held virtually. No other amendments made. | Section 44, Welsh Language (Wales) Measure 2011 | Section 44, Welsh Language (Wales) Measure 2011 | Section 44, Welsh Language (Wales) Measure 2011 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|---|---|---|---|--|--|
| 33 | 7.2.5 | 7.2.5 | Annual General Meeting | Removed need for the agenda to be displayed on principal sites as no-longer a requirement of the Public Bodies (Admission to Meetings) Act. | | | | | |
| 33 & 34 | 7.2.6 | 7.2.6 | Annual General Meeting | Removed reference to Annual Quality Statement as this is not a requirement for 2020/21 and requirements will be changing in future years. | | | | | |
| 34 | 7.3 | 7.3 | Calling Meetings | No amendments made - refer to legislation before making any amendments | 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 | 7.4.3 | 7.4.3 | Notifying and Equipping Board members | No amendments made - 'calendar' previously 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 | 7.4.6 | 7.4.6 | Notifying and Equipping Board members | No amendments made - refer to legislation before making any amendments | 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 | 7.4.7 | 7.4.7 | Notifying the public and others | See above re reference to 'calendar' days. Removed need for public part of agenda to be displayed on principal sites as no-longer a requirement of the Public Bodies (Admission to Meetings) Act. | 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 & 36 | 7.5.1 | 7.5.1 | Admission of the public, press and observers | No amendments made - refer to legislation before making any amendments | 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 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|--|--|--|--|--|--|
| 36 | 7.5.2 | 7.5.2 | Admission of the public, press and observers | No amendments made - refer to legislation before making any amendments 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 | 7.5.10 | 7.5.10 | Quorum | No amendments made - refer to legislation before making any amendments Trust to insert appropriate paragraph | 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 | 7.5.24 | 7.5.24 | Voting | No amendments made - refer to Welsh Government before making any amendments Note: Legislation does not require Trusts to take account of views | | | | | |
| 40 | 7.5.25 | 7.5.25 | Voting | No amendments made - refer to legislation before making any amendments | 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 | 7.6 | 7.6 | Record of Proceedings | No amendments made - refer to legislation before making any amendments | 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 | 7.7.1 | 7.7.1 | Confidentiality | No amendments made - Trust to add title of their local Standards of Behaviour Framework/Policy. | | | | | |
| 40 & 41 | 8.0.1 | 8.0.1 | Values and Standards of Behaviour | No amendments made - Trust to add title of their local Standards of Behaviour Framework/Policy. | | | | | |
| 41 | 8.1.1 | 8.1.1 | Declaration of Interests | No amendments made - Trust to add title of their local Standards of Behaviour Framework/Policy. | | | | | |
| 43 | 8.2.8 | 8.2.8 | Members with pecuniary (financial) interests | No amendments made - refer to legislation before making any amendments | 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 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---|---|---|---|---|--|--|
| 44 | 8.5.1 | 8.5.1 | Dealing with offers of gifts, hospitality and sponsorship | No amendments made - Trust to add title of their local Standards of Behaviour Framework/Policy. | | | | | |
| 46 | 9.0.1 | 9.0.1 | Signing and Sealing of Documents | No amendments made - refer to legislation before making any amendments | Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs | Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs | Schedule 3, Part 4, Para 33 of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding requirement for LHBs | ✓ | |
| 47 | 9.0.2 | 9.0.2 | Signing and Sealing of Documents | Paragraph renumbered | Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts | Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts | Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts | ✓ | |
| 49 | 10.3.3 | 10.3.3 | External Assurance | Amended to reflect correct titles for organisation. | | | | | |
| 55 | n/a | n/a | Individuals who have powers delegated to them | Trust to insert details of person to be notified of concerns | | | | | |
| 56 | Schedule 1 | Schedule 1 | Schedule of Matters Referred to Board | See separate sheet - Refer to legislation before making future amendments. | | | | | |
| 65 | | Schedule 2.1 | NHS Framework | Address of Governance eManual updated. | | | | | |
| 66 | | Schedule 2.1 | Standing Financial Instructions | Trusts to insert - See separate workbook for amendments | | | | | |
| 67 | | Schedule 3 | Board Committee Arrangements | Trust to insert details | | | | | |
| 68 - 76 | | Schedule 4 | Advisory Groups | Trust to insert details of any advisory groups. No amendments made - refer to Welsh Government before making any amendments | | | | | ✓ - requirement for Local Partnership Forum |

NHS Trust - Schedule 1 - Schedule of Matters Reserved for the Board

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|--------------------|--|---------------------------|--------------|---|--|
| Footnote 5 | Footnote 5 | n/a | n/a | n/a | n/a | Assembly changed to <i>Welsh</i> Government | |
| 1 | 1 | General | Board may determine any matter for which it has statutory or delegated authority in accordance with SOs. | Y | | | |
| 2 | 2 | General | The Board must determine any matter that will be reserved for the whole Board. These are: [Trust to insert details] | Y | | | |
| n/a | 3 | General | Approve the Trusts Governance Framework | Y | | New requirement. The need for an overarching Governance Framework not previously recognised. The Governance Framework will provide a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports the approach ensuring standards of governance are maintained within the Trust. More detailed policies and procedures will underpin the Framework as appropriate. | |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|---------------------------|-----------------|---|--|
| 4 | 4 | Operating arrangements | Approve, vary and amend - SOs; - SFIs; - Scheme of matters reserved to the Trust; - Scheme of delegation to Committees and others; and - Scheme of delegation to officers. In accordance with any directions set by Welsh Ministers. | Y | | Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. | Regulation 23 - The Public Health Wales National Health Service (Membership and Procedure) Regulations 2009 and Regulation 19 - The National Health Service Trusts (Membership and Procedure) Regulations 1990 |
| 8 | 5 | Operating arrangements | Ratify any urgent decision taken by the Chair and the Chief Executive in accordance with SO requirements | Y | | No amendments Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. | Section B, Paragraph 2.1 - Chair's action on urgent matters, page 22 - Model Standing Orders |
| NEW | 6 | Operating arrangements | Formal consideration of report of Board Secretary on any non-compliance with Standing Orders, making proposals to the Board on any action to be taken. | N | Audit Committee | Wording not consistent with SOs which under xxx) which state non-compliance should be reported to the BS, who will ask the Audit Committee to formally consider the matter and make proposals to the Board on any action to be taken. | Section A, paragraph xxx), Applying Standing Orders, page 12 - Model Standing Orders |
| 9 | 8 | Operating arrangements | Receive report and proposals regarding any non-compliance with Standing Orders, and where required ratify in public session any action required in response to failure to comply with SOs. | Y | | As above and section moved to improve flow of the Scheme of Delegation | Section A, paragraph xxx), Applying Standing Orders, page 12 - Model Standing Orders |

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

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|------------------------------|-------------------------|-----------------------------------|---|---------------------------|---|---|--|
| 15 | 9 | Operating arrangements | Authorise use of the Trusts official seal | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, page 46-47 - Signing and Sealing of Documents - Model Standing Orders |
| 5 | 10 | Operating arrangements | Approve the Trust's Values and Standards of Behaviour Framework [Trust to insert title of the relevant policy] | Y | | A Framework is a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports a particular approach to a specific objective, and serves as a structure that provides guidance which can be modified as required. Note: The Board cannot delegate the approval of the 'Framework' but they can delegate approval of policies which fall out of this e.g. the Declarations of Interest Policy and Procedure Section moved to improve flow of Scheme of Delegation | Regulation 24 - The Public Health Wales National Health Service (Membership and Procedure) Regulations 2009 and Regulation 20 - The National Health Service Trusts (Membership and Procedure) Regulations 1990 Section B, Paragraph 8 - Values and Standards of Behaviour, Pages 40-46 of Model Standing Orders |
| 18 | 11 | Organisation Structure & Staffing | Require, receive and determine action in response to the declaration of Board members' interests, in accordance with advice received e.g. from Audit Committee or Board Secretary | N | Chair on behalf of Board/Vice-Chair on behalf of Board if Chair is declaring interest | Amended to reflect the wording within the SO's and moved to improve flow of Scheme of Delegation | Section B, para 8.2.7 - Dealing with Members' interests during Board meetings, page 43 of Model Standing Orders |
| 25 | 12 | Strategy and Planning | Determine the Trusts strategic aims, objectives and priorities | Y | | Section moved to improve flow of Scheme of Delegation | Section B, para .4, Page 20 of Model Standing Orders |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------|---|---------------------------|---------------------------|--|---|
| 30 | 13 | Strategy and Planning | Approve the Trusts key strategies and programmes related to: - The development and delivery of patient and population centred health and care /clinical services for their population - Improving quality and patient safety outcomes - Workforce and organisational development - Infrastructure, including IM&T, Estates and Capital (including major capital investment and disposal plans) | Y | | Language modernised to refer to health and care and section moved to improve flow of Scheme of Delegation Note: Trusts are not required to develop a population needs assessment. | Clinical Services Strategy to be approved by Board (p 13) NHS Wales Planning Framework 2020-2023 |
| NEW | 14 | Strategy and Planning | Agreement of Well-being objectives in accordance with the requirements of the Well-being and Future Generations (Wales) Act 2015 | Y | TRUSTS BUT EXCLUDING WAST | Added to reflect introduction of legislation Note: Applicable to Trusts excluding Welsh Ambulance Services NHS Trust | Section 9 of the Well-being and Future Generations (Wales) Act 2015 |
| 26 | 15 | Strategy and Planning | Approve the Trusts Integrated Medium Term Plan, including the balanced Medium Term Financial Plan | Y | | Section moved to improve flow of Scheme of Delegation | Schedule 4 of the NHS (Wales) Act 2006 and NHS Finance (Wales) Act 2014 regarding requirement to produce balanced plan. |
| 31 | 16 | Strategy and Planning | Approve the Trusts budget and financial framework (including overall distribution of the financial allocation and unbudgeted expenditure) | Y | | Section moved to improve flow of Scheme of Delegation | Approve Trust Framework - Para 5.1.1, Schedule 2, Standing Financial Instructions |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|---------------------------|--|---|--|
| 6 | 17 | Operating arrangements | Approve the Trusts framework and strategy for performance management, risk and assurance | Y | | Combined Framework and Strategy for Performance and risk and assurance but have in separate sections for performance and risk and assurance Section moved to improve flow of Scheme of Delegation | Section B, para 1.4.1 - <i>Role</i> page 20 of Model Standing Orders |
| 27 | 18 | Strategy and Planning | Approve the Trusts framework and strategy for risk and assurance | Y | | See above, also previously read 'risk management strategy and plans'. Reworded for consistency and section moved to improve flow of Scheme of Delegation | |
| 11 | 19 | Operating arrangements | Approve Ratify policies for dealing with raising concerns , complaints and incidents in accordance with the Putting Things Right and health and safety requirements . | Y | Committee of the Board may approve policies for formal ratification by Board | Need to be clear re definition of 'policy' - A written statement of intent, describing the broad approach or course of action that the organisation is taking with a particular issue. Policies are underpinned by evidenced based procedures and guidelines and are mandatory. The formulation of policies allows the organisation to produce formal agreements, which clearly defines the commitment of the organisation and the obligations of individual staff. Reference made to the Putting Things Right requirements and to allow delegation of policies to an appropriate committee. Section also moved to improve flow within Scheme of Delegation | The NHS Redress (Wales) Measure 2008, The NHS Redress (Wales) Measure 2008 (Commencement) Order 2011 |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|---------------------------|--------------|---|---|
| 3 | 20 | Operating arrangements | Agree the arrangements for ensuring the adoption of the standards of governance and performance (including the quality and safety of healthcare, and the patient experience) to be met by the Trust, including standards/ requirements determined by Welsh Government, regulators, professional bodies/others, e.g. National Institute of Health and Care Excellence (NICE) Royal Colleges | Y | | Amended to allow the Board to consider the various standards and determine delegation arrangements. Not all standards will be adopted in their entirety but it is important for decision making regarding this to be clear. Practical example = the arrangements for organisations to consider Royal College Guidance during the COVID-19 pandemic and reflect provisions where/if appropriate. Section moved to improve flow of Scheme of Delegation. | |
| 28 | 21 | Strategy and Planning | Approve the Trusts citizen patient, public, staff, partnership and stakeholder engagement and co-production strategies ,including communication- | Y | | Language modernised and merged into single area for delegation. Section moved to improve flow of Scheme of Delegation | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) Well-being of Future Generations (Wales) Act 2015 Social Services and Wellbeing (Wales) Act 2014 |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|---------------------------|--|--|--|
| 7 | 22 | Operating arrangements | Approve the introduction or discontinuance of any significant activity or operation. Any activity or operation shall be regarded as significant if the Board determines it so based upon its contribution/impact on the achievement of the LHB's aims, objectives and priorities | Y | | No amendment required. Reference to legislation and guidance provided. Section moved to improve flow of Scheme of Delegation. | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) |
| 17 | 23 | Organisation Structure & Staffing | Approve the appointment, appraisal, discipline and dismissal of any other Board level appointments and other senior employees, in accordance with Ministerial Instructions e.g. the Board Secretary | N | Remuneration and Terms of Service Committee * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range | Previously part of former paragraph 17 Section moved to improve flow of Scheme of Delegation | Para 14.1.4, Pay Expenditure, page 58, Schedule 2.1, Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts |

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

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|---|---------------------------|---|---|--|
| 16/17 | 24 | Organisation Structure & Staffing | Ratify Appointment and manage appraisal, discipline and dismissal of the Chief Executive, Executive Directors and any other Board level appointments , e.g., the Board Secretary | N | Remuneration and Terms of Service Committee For Chief Executive Committee to consist of Chair and non-officer members and for executive directors Committee to also include the chief executive. | Previously part of former paragraph 16/17 Amended to reflect provisions within Regulations. Section moved to improve flow of Scheme of Delegation | Regulation 3(2), 21 & 22, The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009/Regulation 3(3), 17 & 18 The National Health Service Trusts (Membership and Procedure) Regulations 1990 Section B, Paragraph 1.1.6, page 18, Appointment of Executive Directors - Model Standing Orders |
| 16/17 | 25 | Organisation Structure & Staffing | Termination of appointment and suspension officer members in accordance with the provisions of Regulations | N | Remuneration and Terms of Service Committee | Previously part of former paragraph 16/17 Amended to reflect provisions within Regulations. Section moved to improve flow of Scheme of Delegation | Regulation 9, The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009/Regulation 8 The National Health Service Trusts (Membership and Procedure) Regulations 1990 |
| 16/17 | 26 | Organisation Structure & Staffing | Consider appraisal of officer members of the Board (Chief Executive and Directors) | N | Remuneration and Terms of Service Committee | See above - sections split to reflect regulations and clarify arrangements. Previously part of former paragraph 16/17 Section moved to improve flow of Scheme of Delegation | |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|---------------------------|---|---|--|
| n/a | 27 | Organisation Structure & Staffing | Consider and approve redundancy and Early Release Applications, noting that where the settlement is £50,000 or above subsequent agreement of Welsh Government is required. | N | Remuneration and Terms of Service Committee | Inserted to ensure clarity regarding redundancy and Early Release Applications. | Chapter 6, Annex 2, NHS Manual for Accounts |
| 19 | 28 | Organisation Structure & Staffing | Approve, arrange the review, and revise the LHB's top level organisation structure and corporate policies | Y | | Section moved to improve flow of Scheme of Delegation | |
| 20 | 29 | Organisation Structure & Staffing | Appoint, arrange the review, revise and dismiss Trust Committees directly accountable to the Board. | Y | | Section moved to improve flow of Scheme of Delegation | Regulation 19 & 20, The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009/Regulation 15 & 16 The National Health Service Trusts (Membership and Procedure) Regulations 1990 Section B, Paragraph 3, pages 24 - 26 - Model Standing Orders |
| 21 | 30 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the Chair and members of any Committee or group set up by the Board | Y | | Section moved to improve flow of Scheme of Delegation | As above |
| 22 | 31 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the individuals appointed to represent the Board on outside bodies and groups. | Y | | Section moved to improve flow of Scheme of Delegation | As above |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

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|------------------------------|-------------------------|-----------------------------------|---|---------------------------|--|---|--|
| 23 | 32 | Organisation Structure & Staffing | Approve the standing orders and terms of reference and reporting arrangements of all Committees and groups established by the Board | | | Amended to reflect the wording within the SO's Section moved to improve the flow of the Scheme of Delegation | Regulation 19 & 20, The Public Health Wales National Health Service Trust (Membership and Procedure) Regulations 2009/Regulation 15 & 16 The National Health Service Trusts (Membership and Procedure) Regulations 1990 Section B, Paragraph 3, pages 24 - 26 - Model Standing Orders |
| 10 | 33 | Operating arrangements | Approve arrangements relating to the discharge of the Trusts responsibility as a Bailee for patients' property | N | Audit Committee | No specific requirement for approval by the Board. See Section 19 of SFI's regarding responsibilities of Trust, Chief Executive and Director of Finance. Section moved to improve the flow of the Scheme of Delegation | Section 19, Para 19.1.1, Patients Property, pages 75 - 76, Schedule 2.1, Standing Financial Instructions. Responsibility delegated to Director of Finance |
| 12 | 34 | Operating arrangements | Approve individual compensation payments in line with SFI's the provisions of Annex 4 to Chapter 6 of the Welsh Government Manual for Accounts | Y | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | Added reference to the Manual for Accounts and need to ensure delegated in accordance with provisions of Manual for Accounts. Section moved to improve the flow of the Scheme of Delegation | Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|---------------------------|--|---|--|
| 13 | 35 | Operating arrangements | Approve individual cases for the write off of losses or making of special payments above the limits delegated to the Chief Executive and Officers | Y | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | Section moved to improve flow of Scheme of Delegation | Para 17, Disposal, Condemnations, Losses and Special Payments, pages 70 - 72, Schedule 2.1, Model Standing Financial Instructions and Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 14 | 36 | Operating arrangements | Approve proposals for action on litigation on behalf of the Trust | Y | | Section moved to improve flow of Scheme of Delegation | |
| 24 | 37 | Organisation Structure & Staffing | Approve the arrangements relating to the discharge of the LHB's responsibilities as a corporate trustee of funds held on trust in accordance with the provision of Paragraph 20 of the Standing Financial Instructions. | Y | | Crossed referenced to SFi's Section moved to improve flow of Scheme of Delegation | Paragraph 20, Funds Held on Trust (Charitable Funds), pages 77 - 78, Schedule 2.1, Model Standing Financial Instructions |
| 29 | | Strategy and Planning | Approve the LHB's partnership and stakeholder engagement and involvement strategies | Y | | See 21 above - merged with previous 28 | |
| 32 | 38 | Strategy and Planning | Approve individual contracts (other than NHS contracts) above the limit delegated to the Chief Executive set out in the Standing Financial Instructions | Y | | Section moved to improve flow of Scheme of Delegation | Paragraph 10, Non-Pay Expenditure, pages 35 - 38, Schedule 2.1, Model Standing Financial Instructions |
| 33 | 39 | Performance and Assurance | Approve the Trusts audit and assurance arrangements. | Y | | Whilst Board must approve overarching arrangements some functions can be delegated to the relevant Committee Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 47-49 - Model Standing Orders |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
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|------------------------------|-------------------------|---------------------------|---|---------------------------|--------------|--|--|
| 34 | 40 | Performance and Assurance | Receive reports from the Trusts Executive on progress and performance in the delivery of the Trusts strategic aims, objectives and priorities and approve action required, including improvement plans as appropriate . | Y | | Added ' <i>as appropriate</i> ' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, pages 49-50, Model Standing Orders |
| 35 | 41 | Performance and Assurance | Receive reports from the Trusts Committees, groups and other internal sources on the Trusts performance and approve action required, including improvement plans as appropriate . | Y | | Added ' <i>as appropriate</i> ' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 3.6, page 26 and Paragraph 10.2.2, pages 49 - Model Standing Orders |
| 36 | 42 | Performance and Assurance | Receive reports on the Trusts performance produced by external regulators and inspectors (including, e.g. Audit Wales , HIW, etc.) that raise significant issue or concerns impacting on the Trusts ability to achieve its aims and objectives and approve action required, including improvement plans, taking account of the advice of Board Committees (as appropriate). | Y | | WAO changed to Audit Wales and added ' <i>significant</i> ' as it is appropriate for Committees to discharge in some instances. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10.3, pages 49 - Model Standing Orders |
| 37 | 43 | Performance and Assurance | Receive the annual opinion of the Trusts Chief Internal Auditor and approve action required, including improvement plans | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10.1, page 48, Model Standing Orders |
| 38 | 44 | Performance and Assurance | Receive the annual management letter report from the Auditor General for Wales and approve action required, including improvement plans. | Y | | Amended ' <i>letter</i> ' to read ' <i>report</i> ' Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10.3, page 49, Model Standing Orders |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|--|-------------------------|---------------------------|--|---------------------------|--------------|---|---|
| 39 | 45 | Performance and Assurance | Receive the annual opinion- assurance regarding the Trusts performance against the Health and Care Standards for Wales and the arrangements for approving required action, including improvement plans. | Y | | The Quality and Safety Committee will be responsible for having oversight and ensuring the standards within in the Health and Care Standards are maintained. Amended title of standards and added reference to Board requiring assurance. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, pages 49-50, Model Standing Orders |
| 40 | 46 | Performance and Assurance | Approve the Trusts Reporting Arrangements, including reports on activity and performance locally, to citizens, partners and stakeholders and nationally to the Assembly- Welsh Government where required. | Y | | Assembly changed to <i>Welsh</i> Government and ' <i>where required</i> ' added Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, pages 49-50, Model Standing Orders |
| 41 | 47 | Performance and Assurance | Receive, approve and ensure the publication of Trust reports, including its Annual Report and annual financial accounts in accordance with directions and guidance issued | Y | | Added 'in accordance with directions and guidance issued' Where there is not a specific requirement for the Board to receive reports can be delegated to Committees. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 11, pages 49-50, Model Standing Orders |
| *Note: Any decision to reserve a matter, and the manner in which that retained responsibility is carried out will be in accordance with any regulatory and/or Welsh Government requirements. | | | | | | | |

Review of Welsh Health Specialised Services Standing Orders, Schedule 4.1, Local Health Board Model Standing Orders – March 2021
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 or Current Paragraph Reference if no change | 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 | No amendments made - Refer to legislation before making amendments | WHSSC (Wales) Regulations, Part 3, Regulation 12 and The LHB (Constitution, Membership and Procedures) Regulations, Regulation 14(b) and 15(5) | ✓ | |
| 3 | n/a | n/a | Forward | New hyperlink inserted to the Governance eManual | | | |
| 7 | Section A - Introduction | | | | | | |
| 7 | i) | i) | Statutory Framework | No amendments made - Refer to legislation before making amendments | Welsh Health Specialised Services Committee (Wales) (Amendment) Directions 2014 | ✓ | |
| 7 | iv) & v) | iv) & v) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS (Wales) Act 2006, para 4 of Schedule 2 | ✓ | |
| 8 | viii) | viii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | | | |
| 8 | xi) | xi) | NHS Framework | No amendments made - Refer to legislation before making amendments | | | |
| 8 | xiv) & xv) | xiv) & xv) | NHS Framework | No amendments made - Refer to legislation before making amendments | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 9 | xvi) | xvi) | NHS Framework | New hyperlink inserted to the Governance eManual | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|--|---|---------------------------------|---|---|--|--|
| 10 | xxi) | xxi) | Applying EASC Standing Orders | No amendments made - Name of host body to be inserted | | | |
| 12 | Section B : WHSSC Standing Orders | | | | | | |
| 12 | 1.1 | 1.1 | Purpose and Delegated Functions | No amendments made - Refer to legislation before making amendments | The WHSSC (Wales) Directions 2009 and The WHSSC (Wales) Regulations 2009 | ✓ | |
| 13 | 1.1.5 | 1.1.5 | Purpose and Delegated Functions | No amendments made - need to ensure paragraph is consistent with Ministerial Direction issued re no-longer a requirement to ensure unanimous decision for funding | | | ✓ MA-P /VG/3794/18 - 121118 |
| 13 | 1.2 | 1.2 | Membership of Joint Committee | No amendments made - 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 | No amendments made - 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) | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|--|--|--|--|
| 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> - no amendments, refer to legislation before making any amendments | | | |
| 15 - 16 | 1.3.7 & 1.3.8 | 1.3.7 & 1.3.8 | Membership responsibilities and accountabilities | <u>Vice-Chair</u> - no amendments, refer to legislation before making any amendments | The WHSSC (Wales) Regulations 2009 Regulation 13 | ✓ | |
| 16 | 1.4.1 | 1.4.1 | Appointment and Tenure of Joint Committee Members | <u>Chair</u> - no amendments, refer to legislation before making any 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, refer to legislation before making any amendments | The WHSSC (Wales) Regulations 2009 Regulation 7 | ✓ | |
| 17 | 1.4.4 & 1.4.5 | 1.4.4 & 1.4.5 | Appointment and Tenure of Joint Committee Members | <u>WHSST Directors</u> - no amendments, refer to legislation before making any amendments | The WHSSC (Wales) Regulations 2009 Regulation 4 (3) | ✓ | |
| 17 | 1.4.6 | 1.4.6 | Tenure of Board Members | No amendments - 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 | No amendments - Refer to legislation before making amendments | The WHSSC (Wales) Directions 2009, 3 | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---|--|--|--|--|
| 18 | 4.0.3 | 4.0.3 | Joint Committee Sub-Committees and Sub-Groups | No amendments made - specifies minimum number of Committees. To discuss with Welsh Government Officials before making any amendments with regard to the minimum Committee requirements. | | | |
| 23 | 6.1.1 | 6.1.1 | Putting the Citizen First | Bullet point two amended to reflect meetings held virtually. No other amendments made. | Section 44, Welsh Language (Wales) Measure 2011 | ✓ | |
| 24 | 6.5.3 | 6.5.3 | Notifying and Equipping Board members | No amendments made - Publication or papers 10 days in accordance with Regulations. 'calendar' previously added in September 2019 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 | 6.5.7 | 6.5.7 | Notifying the public and others | See above re reference to 'calendar' days. Removed need for public part of agenda to be displayed on principal sites as no longer a requirement of the Public Bodies (Admission to Meetings) Act. | Public Bodies (Admission to Meetings) Act 1960, Section 1, subparagraph 4 | | |
| 26 | 6.6.2 | 6.6.2 | Admission of the public, press and observers | No amendments made - Refer to legislation before making amendments | The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 8 | ✓ | |
| 28 | 6.6.10 - 6.6.13 | 6.6.10 - 6.6.13 | Quorum | No amendments made - Refer to legislation and Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|---|---|--|--|
| 28 - 30 | 6.6.14-6.6.23 | 6.6.14-6.6.23 | Dealing with Motions | No amendments made - Refer to Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |
| 30 & 31 | 6.6.24 - 6.6.27 | 6.6.24 - 6.6.27 | Voting | No amendments made - Refer to Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |
| 31 | 6.7 | 6.7 | Record of Proceedings | No amendments made - refer to legislation before making any amendments | The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 5 & 7 | ✓ | |
| 34 | 7.2.8 | 7.2.8 | Dealing with members interests during Joint Committee meetings | No amendments made - refer to legislation before making any amendments | The LHB (Constitution, Membership and Procedures) Regulations 2009, Part 3, Regulation 17 | ✓ | |
| 39 | 8.3.3 | 8.3.3 | External Assurance | Amended to reflect correct titles for organisation. | | | |
| 43 | Annex 1 | Annex 1 | Audit Committee | Joint Committee to insert details of the Audit Committee | | | |
| 42 | Annex 1 | Annex 1 | Schedule of Matters Referred to Joint Committee | See separate sheet - Amendments shown in red. Refer to legislation before making future amendments. | | | |
| 53 | n/a | n/a | Annex 2 | Address of Governance eManual updated. | | | |
| 54 | n/a | n/a | Annex 3 | Insert details of sub-Committees | | | |
| 55 | n/a | n/a | Annex 4 | Insert details of Advisory Groups and Expert Panels | | | |

WHSSC - Annex 1 - Schedule of Matters Reserved for the Joint Committee

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|--------------------|--|-------------------------------------|--------------|--|---|
| Footnote 4 | Footnote 4 | n/a | n/a | n/a | n/a | Assembly changed to <i>Welsh</i> Government | |
| 1 | 1 | General | The Joint Committee may determine any matter for which it has statutory or delegated authority in accordance with WHSSC SOs | Y | | | Part 3, Regulation 12(1), Welsh Health Specialised Services Committee (Wales) Regulations |
| 2 | 2 | General | The Joint Committee must determine any matter that will be reserved for the whole Joint Committee. These are: [Joint Committee to insert details] | Y | | | |
| n/a | 3 | General | Approve the Joint Committee's Governance Framework | Y | | The need for an overarching Governance Framework not previously recognised. The Governance Framework will provide a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports the approach ensuring standards of governance are maintained within the LHB. More detailed policies and procedures will underpin the Framework as appropriate. | |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|-------------------------------------|-----------------|--|--|
| 4 | 4 | Operating arrangements | Vary and amend and recommend for approval of the Boards of the Local Health Boards; - WHSSC SOs; - WHSSC SFIs; - Schedule of matters reserved to the Joint Committee; - Scheme of delegation to sub-Committees and others; and - Scheme of delegation to officers. In accordance with any directions set by Welsh Ministers. | Y | | Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. Sub- added in front of Committees | Part 3, Regulation 12(1), Welsh Health Specialised Services Committee (Wales) Regulations |
| 8 | 5 | Operating arrangements | Ratify any urgent decision taken by the Chair and the Lead Director in accordance with WHSSC SO requirements | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 3.1 - Chair's action on urgent matters, page 17 - Model Standing Orders |
| NEW | 6 | Operating arrangements | Formal consideration of report of Committee Secretary on any non-compliance with WHSSC Standing Orders, making proposals to the Joint Committee on any action to be taken. | N | Audit Committee | Wording not consistent with SOs which under xxii) which state non-compliance should be reported to the CS, who will ask the nominated Audit Committee to formally consider the matter and make proposals to the Joint Committee on any action to be taken. | Section A, paragraph xxii), Applying Standing Orders, page 9 - Model Standing Orders |
| 9 | 7 | Operating arrangements | Receive report and proposals regarding any non-compliance with WHSSC Standing Orders, and where required ratify in public session any action required in response to failure to comply with SOs. | Y | | As above and section moved to improve flow of the Scheme of Delegation | Section A, paragraph xxii), Applying Standing Orders, page 9 - Model Standing Orders |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|---|-------------------------------------|--|--|--|
| 5 | 8 | Operating arrangements | Approve the Joint Committee's Values and Standards of Behaviour Framework [WHSSC to insert title of the relevant policy] | Y | | <p>A Framework is a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports a particular approach to a specific objective, and serves as a structure that provides guidance which can be modified as required.</p> <p>Note: The Joint Committee cannot delegate the approval of the 'Framework' but they can delegate approval of policies which fall out of this e.g. the Declarations of Interest Policy and Procedure</p> <p>Section moved to improve flow of Scheme of Delegation</p> | Section B, Paragraph 7 - Values and Standards of Behaviour, Pages 30-36 of Model Standing Orders |
| 15 | 9 | Organisation Structure & Staffing | Require, receive and determine action in response to the declaration of Joint Committee members' interests, in accordance with advice received e.g. from Audit Committee or Committee Secretary | N | Chair on behalf of Joint Committee Vice-chair on behalf of Joint Committee if Chair is declaring interest | Amended to reflect the wording within the SO's and moved to improve flow of Scheme of Delegation | Section B, Paragraph 7 - Values and Standards of Behaviour, Pages 30-36 of Model Standing Orders |
| 21 | 10 | Strategy and Planning | Determine the a long term Joint Committee's strategic plan aims, objectives and priorities for the development of specialised services and tertiary services in Wales, in conjunction with the Welsh Ministers | Y | | Section reworded to reflect the Standing Orders and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 12 of Model Standing Orders |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------|---|-------------------------------------|--------------|--|---|
| 26 | 11 | Strategy and Planning | <p>Approve the Joint Committee's key strategies and programmes related to:</p> <ul style="list-style-type: none"> - Population Health Needs Assessment and Commissioning Plan - The development and delivery of patient and population centred specialised and tertiary services for the population of Wales - Improving quality and patient safety outcomes - Workforce and organisational development - Infrastructure, including IM&T, Estates and Capital (including major capital investment and disposal plans) | Y | | Language modernised to refer to population and section moved to improve flow of Scheme of Delegation | <p>Clinical Services Strategy to be approved by Board (p 13) NHS Wales Planning Framework 2020-2023</p> <p>Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 - 12 of Model Standing Orders</p> |
| 22 | 12 | Strategy and Planning | Approve the Joint Committee's Integrated Medium Term Plan, including the balanced Medium Term Financial Plan | Y | | Section moved to improve flow of Scheme of Delegation | <p>Section 175(2) of the NHS (Wales) Act 2006 and NHS Finance (Wales) Act 2014 regarding requirement to produce balanced plan.</p> <p>Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 - 12 of Model Standing Orders</p> |
| 27 | 13 | Strategy and Planning | Approve the Joint Committee's budget and financial framework (including overall distribution of the financial allocation and unbudgeted expenditure) | Y | | Section moved to improve flow of Scheme of Delegation | Para 5.1.1, Budget Setting, page 19, Annex 2.1, Standing Financial Instructions |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|---|-------------------------------------|--------------|---|---|
| 6 | 14 | Operating arrangements | Approve the Joint Committee's framework and strategy for performance management, risk and assurance | Y | | Combined Framework and Strategy for Performance and risk and assurance but have in separate sections for performance and risk and assurance Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 -12 of Model Standing Orders |
| 6 | 15 | Strategy and Planning | Approve the LHBs framework and strategy for risk and assurance | Y | | See above, also previously read 'risk management strategy and plans' . Reworded for consistency and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 -12 of Model Standing Orders |
| 10 | 16 | Operating arrangements | Approve Ratify policies for dealing with raising concerns , complaints and incidents in accordance with the Putting Things Right and health and safety requirements. | Y | | Need to be clear re definition of 'policy' - A written statement of intent, describing the broad approach or course of action that the organisation is taking with a particular issue. Policies are underpinned by evidenced based procedures and guidelines and are mandatory. The formulation of policies allows the organisation to produce formal agreements, which clearly defines the commitment of the organisation and the obligations of individual staff. Reference made to the Putting Things Right requirements and to allow delegation of policies to an appropriate committee. Section also moved to improve flow within Scheme of Delegation | The NHS Redress (Wales) Measure 2008, The NHS Redress (Wales) Measure 2008 (Commencement) Order 2011 Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 - 12 of Model Standing Orders |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|-------------------------------------|--------------|---|---|
| 3 | 17 | Operating arrangements | Agree the arrangements for ensuring the adoption of the standards of governance and performance (including the quality and safety of healthcare, and the patient experience) to be met by the Joint Committee, including standards/ requirements determined by Welsh Government, regulators , professional bodies/others, e.g. National Institute of Health and Care Excellence (NICE) Royal Colleges | Y | | Amended to allow the Joint Committee to consider the various standards and determine delegation arrangements. Not all standards will be adopted in their entirety but it is important for decision making regarding this to be clear. Practical example = the arrangements for organisations to consider Royal College Guidance during the COVID-19 pandemic and reflect provisions where/if appropriate. Section moved to improve flow of Scheme of Delegation. | Section B, Paragraph 1.1.4, the Role of the Joint Committee, pages 11 - 12 of Model Standing Orders |
| 24/25 | 18 | Strategy and Planning | Approve the Joint Committee's citizen patient, public, staff, partnership and stakeholder engagement and co-production strategies including communication | Y | | Language modernised and merged into single area for delegation. Section moved to improve flow of Scheme of Delegation | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) Well-being of Future Generations (Wales) Act 2015 Social Services and Wellbeing (Wales) Act 2014 |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|-------------------------------------|--------------|---|--|
| 7 | 19 | Operating arrangements | Approve the introduction or discontinuance of any significant activity or operation. Any activity or operation shall be regarded as significant if the Joint Committee determines it so based upon its contribution/impact on the achievement of the Joint Committee's aims, objectives and priorities | Y | | No amendment required. Reference to legislation and guidance provided. Section moved to improve flow of Scheme of Delegation. | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) |
| 14 | 20 | Organisation Structure & Staffing | Approve- Appointment, appraisal, discipline and dismissal of the Management Team the officer members of the Joint Committee (Directors) in accordance with the provisions of the Regulations and in accordance with Ministerial Instructions | Y | | Amended as previous scheme did not reflect requirements of regulations. Section moved to improve flow of Scheme of Delegation. * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range (Ref 14.1.4 SFI's) | Regulation 3(2) The Welsh Health Specialised Services Committee (Wales) Regulations 2009 Section B, Paragraph 1.4.4 & 1.4.5, page 17 of Model Standing Orders |
| 14 | 21 | Organisation Structure & Staffing | Approve the appointment, appraisal, discipline and dismissal of any other Joint Committee level appointments and other senior employees, in accordance with Ministerial Instructions e.g. the Committee Secretary | Y | | Previously part of former paragraph 14 Section moved to improve flow of Scheme of Delegation | Para 14.1.2, Appointment and Remuneration, page 38, Annex 2.1, Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts{Still need to cross reference} |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|-------------------------------------|--------------|---|--|
| NEW | 22 | Organisation Structure & Staffing | Consider and approve redundancy and Early Release Applications, noting that where the settlement is £50,000 or above subsequent agreement of Welsh Government is required. | Y | | Inserted to ensure clarity regarding redundancy and Early Release Applications. | Chapter 6, Annex 2, NHS Manual for Accounts |
| 16 | 23 | Organisation Structure & Staffing | Approve, [arrange the review], and revise the Joint Committee's top level organisation structure and corporate policies | Y | | Section moved to improve flow of Scheme of Delegation | |
| 17 | 24 | Organisation Structure & Staffing | Appoint, arrange the review, revise and dismiss Joint Committee sub-Committees, including any joint sub-Committees directly accountable to the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | Regulation 14 of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regs 2009 Section B, Paragraph 3, Pages 17-20 of Model Standing Orders |
| 18 | 25 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the Chair and members of any sub-Committee, joint sub-Committee or group set up by the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | As above |
| 19 | 26 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the individuals appointed to represent the Joint Committee on outside bodies and groups. | Y | | Section moved to improve flow of Scheme of Delegation | |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|--|--|--------------|--|---|
| 20 | 27 | Organisation Structure & Staffing | Approve the standing orders and terms of reference and reporting arrangements of all Committees, joint-Committees and groups established by the Joint Committee | Y | | Amended to reflect the wording within the SO's Section moved to improve the flow of the Scheme of Delegation | Regulation 15(4) and (5) of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 Section B, Paragraph 3, Pages 17 - 20 - Model Standing Orders |
| 11 | 28 | Operating arrangements | Approve individual compensation payments in line with SFI's the provisions of Annex 4 to Chapter 6 of the Welsh Government Manual for Accounts | Y - except where Chapter 6 specifies appropriate to delegate to Officers . | | Added reference to the Manual for Accounts and need to ensure delegated in accordance with provisions of Manual for Accounts. Section moved to improve the flow of the Scheme of Delegation | Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 12 | 29 | Operating arrangements | Approve individual cases for the write off of losses or making of special payments above the limits delegated to the Lead Directors and Officers | Y - except where Chapter 6 specifies appropriate to delegate to Officers . | | Section moved to improve flow of Scheme of Delegation | Para 16, Losses and Special Payments, pages 40 - 41, Annex 2.1 Model Standing Financial Instructions and Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 13 | 30 | Operating arrangements | Approve proposals for action on litigation on behalf of the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|---------------------------|--|-------------------------------------|--------------|---|--|
| 28 | 31 | Strategy and Planning | Approve individual contracts (other than NHS contracts) above the limit delegated to the Lead Director as set out in the WHSSC SFI's | Y | | Section moved to improve flow of Scheme of Delegation | Paragraph 10, Non Pay Expenditure, pages 28 - 31, Annex 2.1, Model Standing Financial Instructions |
| 29 | 32 | Performance and Assurance | Approve the Joint Committee's audit and assurance arrangements. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8, pages 36 - 37 - Model Standing Orders |
| 30 | 33 | Performance and Assurance | Receive reports from the Joint Committee WHSST Directors on progress and performance in the delivery of the Joint Committee's strategic aims, objectives and priorities and approve action required, including improvement plans | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.2, pages 36 - 37, Model Standing Orders |
| 31 | 34 | Performance and Assurance | Receive assurance reports from the Joint Committee's sub-Committees, groups and other internal sources on the Joint Committee's performance and approve action required, including improvement plans. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 4.2, page 20 and Paragraph 8.2, pages 36 - 37 - Model Standing Orders |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|---------------------------|--|-------------------------------------|--------------|---|--|
| 32 | 35 | Performance and Assurance | Receive reports on the Joint Committee's performance produced by external regulators and inspectors (including, e.g. AW, HIW, etc.) that <i>raise issue or concerns impacting on the Joint Committee's ability to achieve its aims and objectives</i> and approve action required, including improvement plans, taking account of the advice of Joint Committee sub-Committees (as appropriate). | Y | | WAO replaced with AW and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.3, page 37, Model Standing Orders |
| 33 | 36 | Performance and Assurance | Receive the annual opinion of the Joint Committee's Chief Internal Auditor and approve action required, including improvement | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.1, page 36, Model Standing Orders |
| 34 | 37 | Performance and Assurance | Receive the annual management letter report from the Auditor General for Wales and approve action required, including improvement plans. | Y | | <i>letter</i> replaced with <i>report</i> and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.3.1, page 37, Model Standing Orders |
| 35 | 38 | Performance and Assurance | Receive the annual opinion- assurance regarding the Joint Committee's performance against the Health and Care Standards for Wales and the arrangements for approving required action, including improvement plans. | Y | | The Quality and Safety Committee will be responsible for having oversight and ensuring the standards within in the Health and Care Standards are maintained. Amended title of standards and added reference to Joint Committee requiring assurance. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.2, pages 36 - 37, Model Standing Orders |
| 36 | 39 | Performance and Assurance | Approve the Joint Committee's Reporting Arrangements, including reports on activity and performance locally, to citizens, partners and stakeholders and nationally to the Welsh Government <i>where required</i> . | Y | | <i>where required</i> added Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, pages 37 - 38, Model Standing Orders |

Review of Welsh Health Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|--|---------------------------|--|-------------------------------------|--------------|---|--|
| 37 | 40 | Performance and Assurance | Receive, approve and ensure the publication of Joint Committee's reports, including its Annual Report and annual financial accounts <i>in accordance with directions and guidance issued</i> | Y | | Added ' <i>in accordance with directions and guidance issued</i> ' Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, pages 37 - 38, Model Standing Orders |
| | | | | | | | |
| | *Note: Any decision to reserve a matter, and the manner in which that retained responsibility is carried out will be in accordance with any regulatory and/or Welsh Government requirements. | | | | | | |

Review of Emergency Ambulance Services Committee Standing Orders, Schedule 4.2, Local Health Board Model Standing Orders – March 2021
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 or Current Paragraph Reference if no change | 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 & 3 | n/a | n/a | Forward | No amendments made - Refer to legislation before making amendments | EASC (Wales) Regulations, Part 3, Regulation 10 and The LHB (Constitution, Membership and Procedures) Regulations, Regulation 14(b) and 15(5) | ✓ | |
| 3 | n/a | n/a | Forward | New hyperlink inserted to the Governance eManual | | | |
| 7 | Section A - Introduction | | | | | | |
| 7 | i) | i) | Statutory Framework | No amendments made - Refer to legislation before making amendments | EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014 | ✓ | |
| 7 | iv) & v) | iv) & v) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS (Wales) Act 2006, para 4 of Schedule 2 | ✓ | |
| 8 | viii) | viii) | Statutory Framework | No amendments made - Refer to legislation before making amendments | EASC (Wales) Regulations 2014 and The LHB (Constitution, Membership and Procedures) Regulation 2009 | ✓ | |

| Page Number | *Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|---|---|---------------------------------|---|--|--|--|
| 8 | xiv) & xv) | xiv) & xv) | NHS Framework | No amendments made - Refer to legislation before making amendments | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 9 | xvi) | xvi) | NHS Framework | New hyperlink inserted to the Governance eManual | | | |
| 10 | xxi) | xxi) | Applying EASC Standing Orders | No amendments made - Name of host body to be inserted | | | |
| 12 | Section B : EASC Standing Orders | | | | | | |
| 12 | 1.1 | 1.1 | Purpose and Delegated Functions | No amendments made - Refer to legislation before making amendments | EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014 | ✓ | |
| 13 | 1.1.5 | 1.1.5 | Purpose and Delegated Functions | No amendments made - need to ensure paragraph is consistent with Ministerial Direction issued re no-longer a requirement to ensure unanimous decision for funding decisions | | | ✓ MA-P /VG/3794/18 - 121118 |
| 13 | 1.2 | 1.2 | Membership of Joint Committee | No amendments made - 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 | No amendments made - Refer to legislation before making amendments | EASC (Wales) Regulations 2014, Regulation 3(1) | ✓ | |

| Page Number | *Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|-------------------------------|---|---|--|--|--|--|
| 13 | 1.2.2 | 1.2.2 | Membership of Joint Committee | No amendments made - Refer to legislation and Ministerial Direction before making amendments | 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 | No amendments made - Name of host body to be inserted | | | |
| 13 | 1.2.4 | 1.2.4 | Membership of Joint Committee | No amendments made - New paragraph added in Sept 2019 to ensure consistency with LHB arrangements and equality legislation | | | |
| 14 | 1.2.5 | 1.2.5 | Membership of Joint Committee | No amendments made - Refer to legislation before making amendments | The EASC (Wales) Regulations 2014, Regulation 3(3) | ✓ | |
| 14 | 1.3.5 | 1.3.5 | Membership responsibilities and accountabilities | No amendments made - Refer to legislation before making amendments | 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 | No amendments made - Refer to legislation before making amendments | The EASC (Wales) Regulations 2014, Regulation 4(2) | ✓ | |
| 15 | 1.4.1 | 1.4.1 | Appointment and Tenure of Joint Committee Members | No amendments made - Refer to legislation before making amendments | The EASC (Wales) Regulations 2014, Regulation 4(1) | ✓ | |

| Page Number | *Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|-------------------------------|---|--|---|--|--|--|
| 15 | 1.4.2 | 1.4.2 | Appointment and Tenure of Joint Committee Members | No amendments made - Refer to legislation before making amendments | The EASC (Wales) Regulations 2014, Regulation 4(2) and 7 | ✓ | |
| 15 | 1.4.3 | 1.4.3 | Appointment and Tenure of Joint Committee Members | No amendments made - Refer to legislation before making amendments | The EASC (Wales) Regulations 2014, Regulation 7(5) | ✓ | |
| 15 | 1.4.4 | 1.4.4 | Appointment and Tenure of Joint Committee Members | No amendments made | | | |
| 15 | 1.4.5 | 1.4.5 | Appointment and Tenure of Joint Committee Members | No amendments made - Refer to legislation before making amendments | The WHSSC (Wales) Regulations 2009, Regulation 5 | ✓ | |
| 16 | 2 | 2 | Responsibilities and Relationships with each LHB Board and the Host LHB and Others | No amendments made - Refer to legislation before making amendments | EASC (Wales) Directions 2014, EASC (Wales) (Amendment) Directions 2016 and EASC (Wales) Regulations 2014 | ✓ | |
| 18 | 4.0.3 | 4.0.3 | Joint Committee Sub-Committees and Sub-Groups | No amendments made - specifies minimum number of Committees. To discuss with Welsh Government Officials before making any amendments with regard to the minimum Committee requirements. | | | |
| 21 | 6.1.1 | 6.1.1 | Putting the Citizen First | Bullet point two amended to reflect meetings held virtually. No other amendments made. | Section 44, Welsh Language (Wales) Measure 2011 | ✓ | |

| Page Number | *Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|-------------------------------|---|---|--|--|--|--|
| 22 | 6.4.3 | 6.4.3 | Notifying and Equipping Joint Committee members | No amendments made - Publication or papers 10 days in accordance with Regulations. 'calendar' previously added in September 2019 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 | 6.4.7 | 6.4.7 | Notifying the public and others | See above re reference to 'calendar' days. Removed need for public part of agenda to be displayed on principal sites as no longer a requirement of the Public Bodies (Admission to Meetings) Act. | Public Bodies (Admission to Meetings) Act 1960, Section 1, subparagraph 4 | ✓ | |
| 24 | 6.5.2 - 6.5.6 | 6.5.2 - 6.5.6 | Admission of the public, press and observers | No amendments made - Refer to legislation before making amendments | The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 8 | ✓ | |
| 25 | 6.5.10 | 6.5.10 | Quorum | No amendments made - no amendments to be made without agreement of Welsh Government. | | | |
| 25 & 26 | 6.5.11 - 6.5.14 | 6.5.11 - 6.5.14 | Quorum | No amendments made - Refer to legislation and Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |
| 25 - 27 | 6.5.14 - 6.5.23 | 6.5.14 - 6.5.23 | Dealing with Motions | No amendments made - Refer to Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |
| 27 | 6.5.24 - 6.5.27 | 6.5.24 - 6.5.27 | Voting | No amendments made - Refer to Ministerial Direction before making amendments | | | ✓ MA-P /VG/3794/18 - 121118 |

| Page Number | *Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|-------------------------------|---|--|---|---|--|--|
| 28 | 6.6 | 6.6 | Record of Proceedings | No amendments made - refer to legislation before making any amendments | The LHB (Constitution, Membership and Procedures) Regulations 2009, Schedule 3, 5 & 7 | ✓ | |
| 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 | ✓ | |
| 36 | 8.3.3 | 8.3.3 | External Assurance | Amended to reflect correct titles for organisation. | | | |
| 42 | Annex 1 | Annex 1 | Audit Committee | Joint Committee to insert details of the Audit Committee | | | |
| 42 & 43 | Annex 1 | Annex 1 | Quality and Safety Committee | Joint Committee to insert details of the Quality and Safety Committee | | | |
| 44 | Annex 1 | Annex 1 | Schedule of Matters Referred to Joint Committee | See separate sheet - Amendments shown in red. Refer to legislation before making future amendments. | | | |
| 52 | n/a | n/a | NHS Wales Framework | Address of Governance eManual updated. | | | |
| 53 | n/a | n/a | Annex 3 | Amended to refer to sub-Committees. Insert details of sub-Committees | | | |
| 54 | n/a | n/a | Annex 4 | Insert details of Advisory Groups and Expert Panels | | | |

EASC - Annex 1 - Schedule of Matters Reserved for the Joint Committee

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|--------------------|--|-------------------------------------|--------------|--|---|
| Footnote 4 | Footnote 4 | n/a | n/a | n/a | n/a | Assembly changed to <i>Welsh</i> Government | |
| 1 | 1 | General | The Joint Committee may determine any matter for which it has statutory or delegated authority in accordance with EASC SOs | Y | | | Part 3, Regulation 10(1) of the Emergency Ambulance Services Committee (Wales) Regulations 2014 |
| 2 | 2 | General | The Joint Committee must determine any matter that will be reserved for the whole Joint Committee. These are: Collaborative Commissioning Framework Agreement(s) EAS Integrated Medium Term Plan | Y | | | |
| NEW | 3 | General | Approve the Joint Committee's Governance Framework | Y | | The need for an overarching Governance Framework not previously recognised. The Governance Framework will provide a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports the approach ensuring standards of governance are maintained within the LHB. More detailed policies and procedures will underpin the Framework as appropriate. | |

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|------------------------------|-------------------------|------------------------|--|-------------------------------------|-----------------|--|---|
| 4 | 4 | Operating arrangements | Vary and amend and recommend for approval of the Boards of the Local Health Boards; - EASC SOs; - EASC SFIs; - Schedule of matters reserved to the Joint Committee; - Scheme of delegation to sub-Committees and others; and - Scheme of delegation to officers. In accordance with any directions set by Welsh Ministers. | Y | | Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. Sub- added in front of Committees | Part 3, Regulation 10(1) of the Emergency Ambulance Services Committee (Wales) Regulations 2014 |
| 8 | 5 | Operating arrangements | Ratify any urgent decision taken by the Chair and the Chief Ambulance Services Commissioner in accordance with EASC SO requirements | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 3.1 - Chair's action on urgent matters, page 16 - Model Standing Orders |
| NEW | 6 | Operating arrangements | Formal consideration of report of Committee Secretary on any non-compliance with EASC Standing Orders, making proposals to the Joint Committee on any action to be taken. | N | Audit Committee | Wording not consistent with SOs which under xxii) which state non-compliance should be reported to the CS, who will ask the nominated Audit Committee to formally consider the matter and make proposals to the Joint Committee on any action to be taken. | Section A, paragraph xxii), Applying Standing Orders, page 9 - Model Standing Orders |
| 9 | 7 | Operating arrangements | Receive report and proposals regarding any non-compliance with EASC Standing Orders, and where required ratify in public session any action required in response to failure to comply with SOs. | Y | | As above and section moved to improve flow of the Scheme of Delegation | Section A, paragraph xxii), Applying Standing Orders, page 9 - Model Standing Orders |

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|------------------------------|-------------------------|-----------------------------------|--|-------------------------------------|--|--|---|
| 5 | 8 | Operating arrangements | Approve the Joint Committee's Values and Standards of Behaviour Framework [EASC to insert title of the relevant policy] | Y | | <p>A Framework is a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports a particular approach to a specific objective, and serves as a structure that provides guidance which can be modified as required.</p> <p>Note: The Joint Committee cannot delegate the approval of the 'Framework' but they can delegate approval of policies which fall out of this e.g. the Declarations of Interest Policy and Procedure</p> <p>Section moved to improve flow of Scheme of Delegation</p> | <p>Regulation17 - the Local Health Board (Constitution, Membership and Procedures) (Wales) Regulations 2009</p> <p>Section B, Paragraph 7 - Values and Standards of Behaviour, Pages 28 - 34 of Model Standing Orders</p> |
| 13 | 9 | Organisation Structure & Staffing | Require, receive and determine action in response to the declaration of Joint Committee members' interests, in accordance with advice received e.g. from Audit Committee or Committee Secretary | N | Chair on behalf of Joint Committee, Vice-chair on behalf of Joint Committee if Chair is declaring interest | Amended to reflect the wording within the SO's and moved to improve flow of Scheme of Delegation | <p>Regulation17 - the Local Health Board (Constitution, Membership and Procedures) (Wales) Regulations 2009</p> <p>Section B, Paragraph 7 - Values and Standards of Behaviour, Pages 28 - 34 of Model Standing Orders</p> |
| 18 | 10 | Strategy and Planning | Determine the a long term Joint Committee's strategic plan aims, objectives and priorities for the development of emergency ambulance services and non-emergency patient transport services in Wales, in conjunction with the Welsh Ministers | Y | | Section reworded to reflect the Standing Orders and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 12 of Model Standing Orders |

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| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------|--|-------------------------------------|--------------|---|---|
| 21 | 11 | Strategy and Planning | <p>Approve the Joint Committee's key strategies and programmes related to:</p> <ul style="list-style-type: none"> - Commissioning Plan and Population Health Needs Assessment - The development and delivery of emergency ambulance and non-emergency patient Transport services for the population of Wales - Improving quality and patient safety outcomes - Workforce and organisational development - Infrastructure, including IM&T, Estates and Capital (including major capital investment and disposal plans) | Y | | Section moved to improve flow of Scheme of Delegation | <p>Clinical Services Strategy to be approved by Board (p 13) NHS Wales Planning Framework 2020-2023</p> <p>Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 11 of Model Standing Orders</p> |
| 19 | 12 | Strategy and Planning | Approve the Joint Committee's Integrated Medium Term Plan, including the balanced Medium Term Financial Plan | Y | | Section moved to improve flow of Scheme of Delegation | <p>Section 175(2) of the NHS (Wales) Act 2006 and NHS Finance (Wales) Act 2014 regarding requirement to produce balanced plan.</p> <p>Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 11 of Model Standing Orders</p> |
| 22 | 13 | Strategy and Planning | Approve the Joint Committee's budget and financial framework (including overall distribution of the financial allocation and unbudgeted expenditure) | Y | | Section moved to improve flow of Scheme of Delegation | |

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| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|---|-------------------------------------|--------------|---|---|
| 6 | 14 | Operating arrangements | Approve the Joint Committee's framework and strategy for performance management, risk and assurance | Y | | Combined Framework and Strategy for Performance and risk and assurance but have in separate sections for performance and risk and assurance Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 11 of Model Standing Orders |
| 20 | 15 | Strategy and Planning | Approve the LHBs framework and strategy for risk and assurance | Y | | See above, also previously read 'risk management strategy and plans'. Reworded for consistency and section moved to improve flow of Scheme of Delegation | Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 11 of Model Standing Orders |
| 3 | 16 | Operating arrangements | Agree the arrangements for ensuring the adoption of the standards of governance and performance (including the quality and safety of healthcare, and the patient experience) to be met by the Joint Committee, including standards/ requirements determined by Welsh Government, regulators , professional bodies/others, e.g.National Institute of Health and Care Excellence (NICE) Royal Colleges | Y | | Amended to allow the Joint Committee to consider the various standards and determine delegation arrangements. Not all standards will be adopted in their entirety but it is important for decision making regarding this to be clear. Practical example = the arrangements for organisations to consider Royal College Guidance during the COVID-19 pandemic and reflect provisions where/if appropriate. Section moved to improve flow of Scheme of Delegation. | Section B, Paragraph 1.1.4, the Role of the Joint Committee, page 11 of Model Standing Orders |

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| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|-----------------------------------|---|-------------------------------------|--------------|---|--|
| 7 | 17 | Operating arrangements | Approve the introduction or discontinuance of any significant activity or operation. Any activity or operation shall be regarded as significant if the Joint Committee determines it so based upon its contribution/impact on the achievement of the Joint Committee's aims, objectives and priorities | Y | | No amendment required. Reference to legislation and guidance provided. Section moved to improve flow of Scheme of Delegation. | Also refer to Regulation 27 of the Community Health Councils (Constitution, Membership and Procedures) (Wales) Regulations 2010, Guidance for Engagement and Consultation on Changes to Health Services, and Section 183 (duty of LHBs) of the NHS (Wales) Act 2006 and Section 242 of NHS (Wales) Act 2006 (for Trusts) |
| 12 | 18 | Organisation Structure & Staffing | Approve appointment, appraisal, discipline and dismissal of the Management Team the officer member of the Joint Committee employed by the host Local Health Board (Chief Ambulance Services Commissioner) in accordance with the provisions of the Regulations and in accordance with Ministerial Instructions | Y | | Amended as previous scheme did not reflect requirements of regulations. Section moved to improve flow of Scheme of Delegation. * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range (Ref 14.1.4 SFI's) {TBC} | Regulation 3(1) (c) and 3(2) of the Emergency Ambulance Services Committee (Wales) Regulations 2014 |
| 12 | 19 | Organisation Structure & Staffing | Approve the appointment, appraisal, discipline and dismissal of any other Joint Committee level appointments and other senior employees, in accordance with Ministerial Instructions e.g. the Committee Secretary | Y | | Previously part of former paragraph 14 Section moved to improve flow of Scheme of Delegation | Chapter 6, Annex 2, NHS Manual for Accountsv {TBC} |

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|------------------------------|-------------------------|-----------------------------------|--|-------------------------------------|--------------|---|---|
| NEW | 20 | Organisation Structure & Staffing | Consider and approve redundancy and Early Release Applications, noting that where the settlement is £50,000 or above subsequent agreement of Welsh Government is required. | Y | | Inserted to ensure clarity regarding redundancy and Early Release Applications. | Chapter 6, Annex 2, NHS Manual for Accounts |
| 14 | 21 | Organisation Structure & Staffing | Appoint [arrange the] review, revise and dismiss Joint Committee sub-groups, including any joint sub-groups directly accountable to the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | Regulation 14 of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regs 2009 Section B, Paragraph 4, Pages 17 - 19 - Model Standing Orders |
| 15 | 22 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the Chair and members of any Joint-Committee sub-Group, or Group set up by the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | As above |
| 16 | 23 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the individuals appointed to represent the Joint Committee on outside bodies and groups. | Y | | Section moved to improve flow of Scheme of Delegation | |
| 17 | 24 | Organisation Structure & Staffing | Approve the standing orders and terms of reference and reporting arrangements of all Joint-Committees sub-groups established by the Joint Committee | Y | | Amended to reflect the wording within the SO's Section moved to improve the flow of the Scheme of Delegation | Regulation 15(4) and (5) of the Local Health Boards (Constitution, Membership and Procedures) (Wales) Regulations 2009 Section B, Paragraph 4, Pages 17 - 19 - Model Standing Orders |

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| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|---------------------------|---|--|--------------|---|--|
| 10 | 25 | Operating arrangements | Approve individual cases for the write off of losses or making of special payment above the limits delegated to the Lead Directors and Officers | Y - except where Chapter 6 specifies appropriate to delegate to Officers . | | Section moved to improve flow of Scheme of Delegation | Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 11 | 26 | Operating arrangements | Approve proposals for action on litigation on behalf of the Joint Committee | Y | | Section moved to improve flow of Scheme of Delegation | |
| 23 | 27 | Strategy and Planning | Approve individual contracts (other than NHS contracts) above the limit delegated to the Lead Director as set out in the EASC SFI's | Y | | Section moved to improve flow of Scheme of Delegation | |
| 24 | 28 | Performance and Assurance | Approve the Joint Committee's audit and assurance arrangements. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8, pages 34 - 36 - Model Standing Orders |
| 25 | 29 | Performance and Assurance | Receive reports from the Joint Committee's EAS Team on progress and performance in the delivery of the Joint Committee's strategic aims, objectives and priorities and approve action required, including improvement plans | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.2, pages 35, Model Standing Orders |

Review of Emergency Ambulance Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|---------------------------|---|-------------------------------------|--------------|---|---|
| 26 | 30 | Performance and Assurance | Receive assurance reports from the Joint Committee's sub-Groups and other internal sources on the Joint Committee's performance and approve action required, including improvement plans. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 4.2, pages 18 - 19 and Paragraph 8.2, pages 35 - Model Standing Orders |
| 27 | 31 | Performance and Assurance | Receive reports on the Joint Committee's performance produced by external regulators and inspectors (including, e.g. AW, HIW, etc) that <i>raise issue or concerns impacting on the Joint Committee's ability to achieve its aims and objectives</i> and approve action required, including improvement plans, taking account of the advice of Joint Committee sub-Committees (as appropriate). | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.3, pages 35 - 36, Model Standing Orders |
| 28 | 32 | Performance and Assurance | Receive the annual opinion of the Joint Committee's Chief Internal Auditor and approve action required, including improvement | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.1, page 35, Model Standing Orders |
| 29 | 33 | Performance and Assurance | Receive the annual management letter report from the Auditor General for Wales and approve action required, including improvement plans. | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.3, pages 35 - 36, Model Standing Orders |
| 30 | 34 | Performance and Assurance | Receive the annual opinion- assurance regarding the Joint Committee's performance against the Health and Care Standards for Wales and the arrangements for approving required action, including improvement plans. | Y | | The Quality and Safety Committee will be responsible for having oversight and ensuring the standards within in the Health and Care Standards are maintained. Amended title of standards and added reference to Joint Committee requiring assurance. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8.2, pages 35, Model Standing Orders |

Review of Emergency Ambulance Services Committee Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Joint Committee Y/N | Delegated to | Comments and reason for amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|--|---------------------------|--|-------------------------------------|--------------|--|--|
| 31 | 35 | Performance and Assurance | Approve the Joint Committee's Reporting Arrangements, including reports on activity and performance locally, to citizens, partners and stakeholders and nationally to the Assembly Welsh Government where required. | Y | | Assembly replaced with 'Welsh' and 'where required' added Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, pages 36 - 37, Model Standing Orders |
| 32 | 36 | Performance and Assurance | Receive, approve and ensure the publication of Joint Committee's reports, including its Annual Report and annual financial accounts in accordance with directions and guidance issued | Y | | Added 'in accordance with directions and guidance issued' Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, pages 36 - 37, Model Standing Orders |
| | | | | | | | |
| | *Note: Any decision to reserve a matter, and the manner in which that retained responsibility is carried out will be in accordance with any regulatory and/or Welsh Government requirements. | | | | | | |

Review of Health Education and Improvement Wales Model Standing Orders – March 2021
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 or Current Paragraph Reference if no change | 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 | Deleted following - <i>including provision for the suspension of all or any of the standing orders</i> as HEIW does not have the authority to revoke all of the standing orders. It is necessary to consider regulations and any directions issued by the Welsh Ministers. | Health Education and Improvement Wales Regulations 2017 | ✓ | |
| 2 | 5 | 5 | Forward | New hyperlink inserted to the Governance eManual | | | |
| 5 | Section A | | | | | | |
| 5 | vi) | vi) | Statutory Framework | Correction to grammar and brackets around 'Wales' also removed | NHS (Wales) Act 2006 & Health Education and Improvement Wales Regulations 2017 | ✓ | |
| 5 | viii) & ix) | viii) & ix) | Statutory Framework | No amendments made - Refer to legislation before making amendments | NHS Act 2006 | ✓ | |
| 5 | x) | x) | Statutory Framework | Minor amendments to grammar ' <i>it</i> ' replaced with ' <i>They</i> ' | Welsh Language (Wales) Measure 2011 and The Welsh Language Standards (No 7) Regulations 2018 | ✓ | |
| Previously page 6 | xii) | 1.4.4 (page 12) | Statutory Framework | Paragraph relating to indemnity moved to new para 1.4.4 under Responsibilities of Board Members | | | |
| 6 | xiii) - xv) | xii) - xiv) | NHS Framework | Paragraphs renumbered due to above deletion | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|---|---|--|--|
| 6 | xvi) | xv) | NHS Framework | Paragraph renumbered and amended and reference added to the Well-being of Future Generations Act (WBFGA) and word ' <i>restructured</i> ' removed | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 6 | n/a | xvi) | NHS Framework | New paragraph added reflect that HEIW is not considered a 'public body' under the Act. | Well-being of Future Generations (Wales) Act 2015 | ✓ | |
| 6 | xvii) | xvii) | NHS Framework | New hyperlink added for Governance eManual | | | |
| 7 | xx) | xx) | Applying Standing Orders | Reference to joint-Committees and joint sub-Committees removed as provision has not been made for HEIW to establish joint-Committees | Part 2, Chapter 3, Section 25 of the NHS (Wales) Act 2006 provide authority for SHA's to form joint-Committees with another SHA where provision has been made within Regulations. No provision has been made within the HEIW Regulations. | ✓ | |
| 7 | n/a | xxii) | Applying Standing Orders | Final paragraph regarding failure to comply with standing orders separated from previous paragraph to give emphasis. | | | |
| 7 | xxii) | xxiii) | Variation and Amendment of Standing Orders | Paragraph renumbered | | | |
| 7 | xxiii) & xxiv) | xxiv) & xxv) | Interpretation | Paragraphs renumbered | | | |
| 8 | xxv) | xxvi) | The role of the Board Secretary | Paragraph renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------------|---|--|--|--|--|--|
| 8 | xxvi) | xxvii) | The role of the Board Secretary | Paragraph amended to reflect provisions within Model Role Profile issued in 2009 | | | |
| 8 | xxvii) | xxviii) | The role of the Board Secretary | Paragraph renumbered | | | |
| 9 | Section B : Standing Orders | | | | | | |
| 9 | 1.0.1 | 1.0.1 | Health Education and Improvement Wales | Second para - typo corrected - full-stop removed | The Health Education and Improvement Wales (Establishment and Constitution) Order 2017 | ✓ | |
| 9 | 1.0.2 | 1.0.2 | Health Education and Improvement Wales | No amendments made - Refer to legislation before making amendments | The Health Education and Improvement Wales (Establishment and Constitution) Order 2017 | ✓ | |
| 10 | 1.1.1 | 1.1.1 | Membership of Health Education and Improvement Wales | Reference to ' <i>Cabinet Secretary</i> ' replaced with ' <i>Minister</i> ' | The Health Education and Improvement Wales (Establishment and Constitution) Order 2017 and the Health Education and Improvement Wales Regulations 2017 | ✓ | |
| 10 | 1.1.3 | 1.1.3 | Membership of Health Education and Improvement Wales | <i>Officer Members</i> - Amendment to reflect arrangements for appointment of officer members. | Health Education and Improvement Wales Regulations 2017, Regulation 3(1) (c) & (d), 3(3) & 3(4) | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|--|---|--|---|
| 10 | 1.1.4 | 1.1.4 | Membership of Health Education and Improvement Wales | <i>Non Officer Members (to be known as Independent Members)</i> - 'Cabinet Secretary' replaced with 'Minister' | Health Education and Improvement Wales Regulations 2017, Regulation 3(1) (a) & (b) & 3(2) | ✓ | |
| 10 | n/a | 1.1.5 | Membership of Health Education and Improvement Wales | New paragraph added to reflect view of Minister that it is not normally appropriate for a Non Officer Member to serve on the Board of more than one NHS body in Wales. | | | ✓ |
| 10 | 1.1.5 | 1.1.6 | Membership of Health Education and Improvement Wales | <i>Associate Directors</i> - Paragraph renumbered, 'Cabinet Secretary' replaced with 'Minister' and added wording to indicate they do not form part of the Board. | | | ✓ Note: Provision is not made within the HEIW Regulations or the Constitution Regulations for an Associate Member. |
| 10 | 1.1.6 | 1.1.7 | Membership of Health Education and Improvement Wales | <i>Use of Term Independent Member</i> - paragraph renumbered | | | |
| 11 | n/a | 1.2 | Joint Post Holders | New paragraph added regarding arrangements if posts are shared to ensure consistency with LHB arrangements and equality legislation | | | |
| 11 | 1.2 | 1.3 | Tenure of Board Members | Paragraph renumbered | See below | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---|--|--|--|--|
| 11 | 1.2.1 | 1.3.1 | Tenure of Board Members | Paragraph renumbered and reference to Associate Members removed, ' <i>Cabinet Secretary</i> ' also replaced with ' <i>Minister</i> ' | Health Education and Improvement Wales Regulations 2017, Regulation 4 (1), (2) & (3) | ✓ | |
| 11 | 1.2.2 | 1.3.2 | Tenure of Board Members | Paragraph renumbered and reference to paragraph within text also amended. | | | ✓ |
| 11 | 1.2.3 | 1.3.3 | Tenure of Board Members | Paragraph renumbered | Health Education and Improvement Wales Regulations 2017, Regulation 4 (5) | ✓ | |
| 11 | 1.2.4 | 1.3.4 | Tenure of Board Members | Paragraph renumbered and ' <i>Constitution</i> ' corrected to read ' <i>HEIW</i> ' Regulations | Health Education and Improvement Wales Regulations 2017, Regulation 5 & 6 | ✓ | |
| 11 | 1.2.5 | 1.3.5 | Tenure of Board Members | Paragraph renumbered | | | |
| 11 | 1.3 | 1.4 | The Role of the HEIW Board and responsibilities of individual members | Paragraph renumbered | | | |
| 11 | 1.3.1 | 1.4.1 | The Role of the HEIW Board and responsibilities of individual members | <u>Role</u> - paragraph renumbered and bullet ' <i>and</i> ' added at end of bullet 2. | | | |
| 12 | 1.3.2 | 1.4.2 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - paragraph renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---|---|--|--|--|
| 12 | 1.3.3. | 1.4.3 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - paragraph renumbered and amended to ensure consistency with LHB and Trust Model SO's and make clear the collective responsibility of the Board. | | | |
| 12 | n/a | 1.4.4 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - Paragraph moved from page 9, xii) (see above) | | | |
| 12 | 1.3.4 | 1.4.5 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - Paragraph renumbered and removed ' <i>their fellow</i> ' to clarify that Associate Members are not full Board Members. | | | |
| 12 | 1.3.5 - 1.3.7 | 1.4.6 - 1.4.8 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - Paragraphs renumbered | | | |
| 12 | 1.3.8 | 1.4.9 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - The Vice-Chair - paragraph renumbered | Health Education and Improvement Wales Regulations 2017, Regulation 12 | ✓ | |
| 12 & 13 | 1.3.9 & 1.3.10 | 1.4.10 & 1.4.11 | The Role of the HEIW Board and responsibilities of individual members | <u>Responsibilities</u> - paragraphs renumbered | | | |
| 13 | 2.0.3 | 2.0.3 | Reservation and Delegation of HEIW Functions | Space removed at beginning of paragraph | | | |
| 13 | 2.0.4 | Section 4, Page 16 | Shared Services and Hosted Services Arrangements | Section moved to page 16 and reworded. | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
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| 14 | 2.2.2 | 2.2.2 | Delegation of Board functions | Reference to <i>Joint Committees and joint sub committees</i> removed. (see above) | | | |
| 15 | 3.1.2 | 3.1.2 | HEIW Committees | <i>Use of term 'Committee'</i> - Reference to <i>Joint Committees and joint sub committees</i> removed (see above) | | | |
| 15 | 3.3.1 | 3.3.1 | Committees established by HEIW | No amendments - refer to legislation and Welsh Government before making any amendments | | | |
| 16 | 3.3.6 | 3.3.6 | Committees established by HEIW | <i>nor should they be appointed to serve as members on any Committee set up to review the exercise of functions delegated to officers'</i> added after Committee Chairs, to reflect position and ensure consistency with LHB and Trust SO's. | | | |
| 16 & 17 | 2.0.4, page 13 | 4 | NHS Wales Shared Services Partnership | Information moved and updated to ensure consistent with LHB and Trust Model SO's and the extension of membership of the Committee to SHAs. | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | ✓ | |
| 17 | 4 | 5 | Working in Partnership | Paragraphs renumbered | | | |
| 17 | 5 | 6 | Meetings | Paragraph renumbered | | | |
| 17 & 18 | 5.1.1 | 6.1.1 | Putting the Citizen First | Bullet 2, amended to reflect meetings held virtually, Bullet 3 amended to add ' <i>where requested and required</i> ' after 'easy read' to ensure consistent with LHB, Trust and DHCW Model SOs | Section 44, Welsh Language (Wales) Measure 2011 | ✓ | |
| 18 | 5.1.2 | 6.1.2 | Putting the Citizen First | Paragraph renumbered | | | |
| 18 | 5.2, 5.2.1 - 5.2.3 | 6.2, 6.2.1 - 6.2.3 | Annual Plan of Board Business | Paragraphs renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
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| 18 | 5.2.4 | 6.2.4 | Annual Plan of Board Business | Removed need for plan of Board business to be attached to SO's and instead for it to be published on the organisations website. This will ensure consistency with LHB, Trust and DHCW SOs. | | | |
| 18 | 5.2.5 | 6.2.5 | Annual General Meeting | Date of AGM amended from 30 September to 30 July in accordance with requirements of Chapter 3 of Manual for Accounts and additional words added to meet requirements and ensure consistent with LHB, Trust and DHCW SOs. | | | |
| 19 | n/a | 6.2.6 | Annual General Meeting | Previously part of para 5.2.5. Paragraphs separated to improve emphasis and removed reference to Annual Equality Report to provide flexibility for organisation to present those reports considered most appropriate. Similar amendments also made to LHB and Trust SOs. | | | |
| 19 | n/a | 6.2.7 | Annual General Meeting | Previously part of 5.2.5. Paragraphs separated to improve emphasis. | | | |
| 19 | 5.3 | 6.3 | Calling Meetings | Paragraph renumbered. | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 19 | 5.4, 5.4.1 - 5.4.3 | 6.4, 5.4.1 - 5.4.3 | Preparing for Meetings | Paragraphs renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
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| 20 | 5.4.4 | 6.4.4 | Preparing for Meetings | <u>Notifying and equipping Board members</u> - paragraph renumbered added reference to appropriate impact assessments and not only equality impact assessments. | | | |
| 20 | 5.4.5 & 5.4.6 | 6.4.5 & 6.4.6 | Preparing for Meetings | <u>Notifying and equipping Board members</u> - paragraphs renumbered. | | | |
| 20 | 5.4.7 | 6.4.7 | Preparing for Meetings | <u>Notifying the public and others</u> - paragraph renumbered and removed need for public part of agenda to be displayed on principal sites as no-longer a requirement of the Public Bodies (Admission to Meetings) Act. | Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4 | ✓ | |
| 20 | 5.4.8 | 5.4.8 | Preparing for Meetings | <u>Notifying the public and others</u> - paragraph renumbered | Public Bodies (Admission to meetings) Act 1960, Section 1, subparagraph 4 | ✓ | |
| 20 | 5.5 | 6.5 | Conduct of Board Meetings | Paragraph renumbered | | | |
| 20 | 5.5.1 | 6.5.1 | Conduct of Board Meetings | <u>Admission of the public, press and other observers</u> - paragraph renumbered and reference to induction loops removed. | Public Bodies (Admission to meetings) Act 1960, Section 1 | ✓ | |
| 20 & 21 | 5.5.2 - 5.5.5 | 6.5.2 - 6.5.5 | Conduct of Board Meetings | <u>Admission of the public, press and other observers</u> - paragraphs renumbered. Refer to legislation before making any amendments Note: Letter issued in November 2009 advising that Audit Committees should 'operate in private' | Public Bodies (Admission to meetings) Act 1960, Section 1 | ✓ | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---------------------------|--|---|--|--|
| 21 | 5.5.6 | 6.5.6 | Conduct of Board Meetings | <i>Addressing the Board, its Committees and Advisory Groups</i> - Paragraph renumbered | | | |
| 21 & 22 | 5.5.7 & 5.5.8 | 6.5.7 & 6.5.8 | Conduct of Board Meetings | <i>Chairing Board Meetings</i> - Paragraphs renumbered | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 22 | 5.5.9 - 5.5.11 | 6.5.9 - 6.5.11 | Conduct of Board Meetings | <i>Quorum</i> - Paragraph renumbered. Refer to Welsh Government before making any amendments | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 22 | 5.5.12 | 6.5.12 | Conduct of Board Meetings | <i>Dealing with motions</i> - Paragraph renumbered | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 22 | 5.5.13 | 6.5.13 | Conduct of Board Meetings | <i>Dealing with motions</i> - Proposing a formal notice of motion - Paragraph renumbered and 'calendar' added between 12 and days, to ensure consistency with LHB, Trust and DHCW SOs | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 22 & 23 | 5.5.14 - 5.5.21 | 6.5.14 0 6.5.21 | Conduct of Board Meetings | <i>Dealing with motions</i> - Paragraphs renumbered | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 24 | 5.5.22 - 5.5.25 | 6.5.22 - 6.5.25 | Conduct of Board Meetings | <i>Voting</i> - Paragraphs renumbered | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 24 | 5.6, 5.6.1 & 5.6.2 | 6.6, 6.6.1 & 6.6.2 | Record of Proceedings | Paragraphs renumbered | Health Education and Improvement Wales Regulations 2017, Schedule 2 | ✓ | |
| 24 | 5.7 & 5.7.1 | 6.7 & 6.7.1 | Confidentiality | Paragraph renumbered. | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
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| 25 | 6 & 6.0.1 | 7 & 7.0.1 | Values and Standards of Behaviour | Paragraphs renumbered | | | |
| 25 & 26 | 6.1, 6.1.1 - 6.1.6 | 7.1, 7.1.1 - 7.1.6 | Declaring and recording Board members' interests | Paragraphs renumbered | | | |
| 26 & 27 | 6.2, 6.2.1 - 6.2.7 | 7.2, 7.2.1 - 7.2.7 | Dealing with Members' interests during Board meetings | Paragraphs renumbered | | | |
| 27 | 6.2.8 | 7.2.8 | Members with pecuniary (financial) interests | Paragraph renumbered and <i>Constitution</i> replaced with HEIW to correct reference to Regulations | Health Education and Improvement Wales Regulations 2017, Regulation 18 | ✓ | |
| 27 | 6.2.9 | 7.2.9 | Members with Professional Interests | Paragraph renumbered | | | |
| 27 | 6.3 & 6.3.1 | 7.3 & 7.3.1 | Dealing with officers' interests | Paragraph renumbered | | | |
| 27 | 6.4 & 6.4.1 | 7.4 & 7.4.1 | Reviewing how interests are handled | Paragraph renumbered | | | |
| 27 & 28 | 6.5 | 7.5 | Dealing with offers of gifts, hospitality and sponsorship | Paragraph renumbered and extended to include reference to sponsorship following to ensure consistency with LHB, Trust and DHCW SOs | | | |
| 27 & 28 | 6.5.1 - 6.6.4 | 7.5.1 - 7.5.4 | Dealing with offers of gifts, hospitality and sponsorship | Paragraphs renumbered | | | |
| 29 | n/a | 7.6, 7.6.1 & 7.6.2 | Sponsorship | New section added | | | |
| 29 | 6.6 & 6.6.1 | 7.7 & 7.7.1 | Register of Gifts, Hospitality and Sponsorship | Paragraphs renumbered and reference to sponsorship added | | | |
| 29 | 6.6.2 - 6.6.4 | 7.7.2 - 7.7.4 | Register of Gifts, Hospitality and Sponsorship | Paragraphs renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|--|--|--|--|--|
| 30 | 6.6.5 | 7.7.5 | Register of Gifts, Hospitality and Sponsorship | Paragraphs renumbered and reference to sponsorship added | | | |
| 30 | 7 | 8 | Signing and Sealing of Documents | Heading renumbered | | | |
| 30 | 7.0.1 | 8.0.1 | Signing and Sealing of Documents | Paragraph renumbered and reference to Committees removed as they do not have authority to seal documents | Provision made within Schedule 3, Part 4, Para 33(1) of NHS (Wales) Act 2006 re Trusts. Does not appear to be a corresponding provision for LHBs or SHAs | | |
| 30 | 7.0.2 | 8.0.1 | Signing and Sealing of Documents | Paragraph renumbered | | | |
| 30 | 7.1 & 7.1.1 | 8.1 & 8.1.1 | Register of Sealings | Heading and paragraph renumbered | | | |
| 30 | 7.2 & 7.2.1 | 8.2 & 8.2.1 | Signature of documents | Heading and paragraph renumbered | | | |
| 30 | 7.2.2 | 8.2.2 | Signature of documents | Paragraph renumbered and ' <i>in each instance in accordance with the delegated authority</i> ' as this was duplicated within section. | | | |
| 30 & 31 | 7.3 & 7.3.1 | 8.3 & 8.3.1 | Custody of Seal | Heading and paragraph renumbered | | | |
| 31 | 8, 8.0.1 & 8.0.2 | 9, 9.0.1 & 9.0.2 | Gaining Assurance on Conduct of HEIW Business | Heading and paragraphs renumbered | | | |
| 31 | 8.0.3 | 9.0.3 | Gaining Assurance on Conduct of HEIW Business | Paragraph renumbered and reference to Shared Services amended with correct title and the ' <i>nominated representative</i> ' of the Chief Executive. | Velindre National Health Service Trust Shared Services (Committee) (Wales) Regulations 2012 | | ✓ MA-P /VG/3794/18 - 121118 |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
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| 31 | 8.1 | 9.1 | The role of Internal Audit in providing independent internal assurance | Heading renumbered | | | |
| 31 | 8.1.1 | 9.1.1 | The role of Internal Audit in providing independent internal assurance | Paragraph renumbered and new heading of Internal Audit Standards added | | | |
| 31 | 8.1.2 | 9.1.2 | The role of Internal Audit in providing independent internal assurance | Paragraph renumbered | | | |
| 31 & 32 | 8.2, 8.2.1 & 8.2.2 | 9.2, 9.2.1 & 9.2.2 | Reviewing the performance of the Board, its Committees and Advisory Groups | Heading and paragraphs renumbered | | | |
| 32 | 8.2.3 | 9.2.3 | Reviewing the performance of the Board, its Committees and Advisory Groups | Paragraph renumbered and title of Welsh Government updated | | | |
| 32 | 8.3, 8.3.1 & 8.3.2 | 9.3, 9.3.1 & 9.3.2 | External Assurance | Heading and paragraphs renumbered | | | |
| 32 | 8.3.3 | 9.3.3 | External Assurance | Paragraph renumbered and amended to reflect correct title of Committee and the Senedd | | | |
| 32 | 8.3.4 | 9.3.4 | External Assurance | Paragraph renumbered | | | |
| 32 | 9 | 10 | Demonstrating Accountability | Heading renumbered | | | |

| Page Number | Previous Paragraph Reference | New or Current Paragraph Reference if no change | 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 |
|-------------|------------------------------|---|---|--|--------------------------------|--|--|
| 32 & 33 | 9.0.1 | 10.0.1 | Demonstrating Accountability | Paragraph renumbered and Bullet 2 amended to replace abbreviation with full text - Higher Education and Further Education | | | |
| 33 | 9.0.2 - 9.0.4 | 10.0.2 - 10.0.4 | Demonstrating Accountability | Paragraphs renumbered | | | |
| 33 | 10 | 11 | Review of Standing Orders | Heading renumbered | | | |
| 33 | 10.0.1 & 10.0.2 | 11.0.1 & 11.0.2 | Review of Standing Orders | Paragraph renumbered and reference to ' <i>equality</i> ' removed and replaced with ' <i>appropriate</i> ' to reflect widening of impact assessments | | | |
| 34 | Schedule 1 | Schedule 1 | Introduction | Paragraph iii) removed and iv) renumbered to remove reference to joint Committees (see above) | | | |
| 46 - 49 | Schedule 1 | Schedule 1 | Scheme of Delegation to Executive Directors, Other Directors and Officers | Note: The contents does not form part of the Model Standing Orders and are for local determination | | | |
| 50 | Schedule 2 | Schedule 2 | NHS Framework | Hyperlink to Governance eManual updated | | | |
| 50 | Schedule 2.1 | Schedule 2.1 | Models Standing Financial Instructions | See separate document for amendments | | | |
| 51 - 62 | Schedule 3 | Schedule 3 | Board Committee Arrangements | No amendments made - refer to Welsh Government if considering removing contents of the Model Terms of Reference | | | ✓ - Minimum requirement = Audit Committee, Remuneration and Terms of Service Committee |
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Health Education and Improvement Wales - Schedule 1 - Schedule of Matters Reserved for the Board

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|---|---------------------------|--------------|--|---|
| 1 | 1 | General | Board may determine any matter for which it has statutory or delegated authority in accordance with SOs. | Y | | | |
| 2 | 2 | General | The Board must determine any matter that will be reserved for the whole Board. These are: [HEIW to insert details] | Y | | | |
| n/a | 3 | General | Approve HEIW's Governance Framework | Y | | The need for an overarching Governance Framework not previously recognised. The Governance Framework will provide a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports the approach ensuring standards of governance are maintained within the SHA. More detailed policies and procedures will underpin the Framework as appropriate. | |
| 4 | 4 | Operating arrangements | Approve, vary and amend - SOs; - SFIs; - Scheme of matters reserved to HEIW; - Scheme of delegation to Committees and others; and - Scheme of delegation to officers. In accordance with any directions set by Welsh Ministers. | Y | | Note : agreed with Board Secretaries that Scheme of Delegation should remain high level. | Health Education and Improvement Wales Regulations 2017, Regulation 14 & 15 |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
Table of Amendments, Cross Reference to Legislation and Confirmation of Sections which are not for variation by NHS Body*

| Previous Paragraph Reference | New Paragraph Reference | Area of Delegation | Delegated Matter | Retained by the Board Y/N | Delegated to | Reason for Amendment (if applicable) | Cross reference to legislation/Model SO's/Guidance |
|------------------------------|-------------------------|------------------------|--|---------------------------|-----------------|---|--|
| 8 | 5 | Operating arrangements | Ratify any urgent decision taken by the Chair and the Chief Executive in accordance with SO requirements | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 2.1 - Chair's action on urgent matters, page 13 - Model Standing Orders |
| NEW | 6 | Operating arrangements | Formal consideration of report of Board Secretary on any non-compliance with Standing Orders, making proposals to the Board on any action to be taken. | N | Audit Committee | Wording not consistent with SOs which under xxi) which state non-compliance should be reported to the BS, who will ask the Audit Committee to formally consider the matter and make proposals to the Board on any action to be taken. | Section A, paragraph xxi), Applying Standing Orders, page 7 - Model Standing Orders |
| 9 | 7 | Operating arrangements | Receive report and proposals regarding any non-compliance with Standing Orders, and where required ratify in public session any action required in response to failure to comply with SOs. | Y | | As above and section moved to improve flow of the Scheme of Delegation | Section A, paragraph xxi), Applying Standing Orders, page 7 - Model Standing Orders |
| 15 | 8 | Operating arrangements | Authorise use of the HEIW official seal | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 8, page 30 - Signing and Sealing of Documents - Model Standing Orders |

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|------------------------------|-------------------------|-----------------------------------|---|---------------------------|---|---|--|
| 5 | 9 | Operating arrangements | Approve HEIW's Values and Standards of Behaviour Framework [HEIW to insert title of the relevant policy] | Y | | A Framework is a broad overview, outline, or skeleton of interlinked items/principles/concepts which supports a particular approach to a specific objective, and serves as a structure that provides guidance which can be modified as required. Note: The Board cannot delegate the approval of the 'Framework' but they can delegate approval of policies which fall out of this e.g. the Declarations of Interest Policy and Procedure Section moved to improve flow of Scheme of Delegation | Regulation 18, Health Education and Improvement Wales Regulations 2017 and Section B, Paragraph 7, Values and Standards of Behaviour |
| 18 | 10 | Organisation Structure & Staffing | Require, receive and determine action in response to the declaration of Board members' interests, in accordance with advice received e.g. from Audit Committee or Board Secretary | N | Chair on behalf of Board/Vice-chair on behalf of Board if Chair is declaring interest | Amended to reflect the wording within the SO's and moved to improve flow of Scheme of Delegation | Section B, paragraph 7.2.1 - Dealing with Members' interests during Board meetings, page 26 of Model Standing Orders |
| 25 | 11 | Strategy and Planning | Determine HEIW's strategic aims, objectives and priorities | Y | | Section moved to improve flow of Scheme of Delegation | Section B, paragraph 1.4.1, Page 11 of Model Standing Orders |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
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|------------------------------|-------------------------|-----------------------|--|---------------------------|--------------|--|---|
| 30 | 12 | Strategy and Planning | <p>Approve HEIW's key strategies and programmes related to:</p> <ul style="list-style-type: none"> · Workforce and Organisational Development · Health education and training; · Research/evaluation; · Quality of education and training programmes; · Leadership and career development for staff within NHS Wales; · Workforce transformation & improvement; · Infrastructure, including IM &T, Estates and Capital; · Communication, partnership and stakeholder engagement · Supporting delivery of 'A Healthier Wales including development of a high level strategic workforce plan for Wales in partnership with Social Care Wales. | Y | | Communication, partnership and stakeholder engagement previously a separate delegation under number 28 and 29. | |
| 26 | 13 | Strategy and Planning | Approve HEIW's annual business plan and three year plan setting out how HEIW will meet the requirements set out in the remit letter. | Y | | Section moved to improve flow of Scheme of Delegation | Paragraph 5, Page 20, Integrated Planning, Schedule 2.1 Model Standing Financial Instructions |
| 31 | 14 | Strategy and Planning | Approve HEIW's budget and financial framework (including overall distribution of the financial allocation and unbudgeted expenditure) | Y | | Section moved to improve flow of Scheme of Delegation | Paragraph 5, Page 20, Integrated Planning, Schedule 2.1 Model Standing Financial Instructions |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
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|------------------------------|-------------------------|------------------------|--|---------------------------|--|---|--|
| 6 | 15 | Operating arrangements | Approve the HEIW's framework for performance management, risk and assurance | Y | | Separate framework and strategy for risk and assurance but have in separate sections for performance and risk and assurance Section moved to improve flow of Scheme of Delegation | |
| 27 | 16 | Strategy and Planning | Approve HEIW's framework and strategy for risk and assurance | Y | | See above, also previously read 'risk management strategy and plans' . Reworded for consistency and section moved to improve flow of Scheme of Delegation | |
| 11 | 17 | Operating arrangements | Approve Ratify policies for dealing with raising concerns , complaints and incidents in accordance with the Putting Things Right and health and safety requirements. | Y | Committee of the Board may approve policies for formal ratification by Board | Need to be clear re definition of 'policy' - A written statement of intent, describing the broad approach or course of action that the organisation is taking with a particular issue. Policies are underpinned by evidenced based procedures and guidelines and are mandatory. The formulation of policies allows the organisation to produce formal agreements, which clearly defines the commitment of the organisation and the obligations of individual staff. Reference made to the Putting Things Right requirements and to allow delegation of policies to an appropriate committee. Section also moved to improve flow within Scheme of Delegation | The NHS Redress (Wales) Measure 2008, The NHS Redress (Wales) Measure 2008 (Commencement) Order 2011 Note: HEIW are not subject to the Putting Things Right requirements at this stage. |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
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|------------------------------|-------------------------|------------------------|--|---------------------------|--------------|---|--|
| 3 | 18 | Operating arrangements | Agree the arrangements for ensuring the adoption of the standards of governance and performance (including the quality and safety of healthcare, and the patient experience) to be met by the Trust, including standards/ requirements determined by Welsh Government, regulators, professional bodies/others, e.g. Royal Colleges | Y | | Amended to allow the Board to consider the various standards and determine delegation arrangements. Not all standards will be adopted in their entirety but it is important for decision making regarding this to be clear. Practical example = the arrangements for organisations to consider Royal College Guidance during the COVID-19 pandemic and reflect provisions where/if appropriate. Section moved to improve flow of Scheme of Delegation. | |
| 7 | 19 | Operating arrangements | Approve the introduction or discontinuance of any significant activity or operation. Any activity or operation shall be regarded as significant if the Board determines it so based upon its contribution/impact on the achievement of HEIW's aims, objectives and priorities | Y | | No amendment required. Reference to legislation and guidance provided. Section moved to improve flow of Scheme of Delegation. | |

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|------------------------------|-------------------------|-----------------------------------|---|---------------------------|---|--|--|
| 16 | 20 | Organisation Structure & Staffing | Non-officer members to appoint, discipline and dismiss the Chief Executive and officer members of the Board | N | | Amended to ensure consistent with Regulations. Note: Schedule 2, 6(2) states that the Chief Executive should be present at a meeting of HEIW at which other members who are officer members of HEIW are appointed. | Health Education and Improvement Wales Regulations 3(1)(d) and 3(4) |
| 17 | 21 | Organisation Structure & Staffing | Approve the appointment, appraisal, discipline and dismissal of any other Board level appointments, in accordance with Ministerial Instructions e.g. the Board Secretary | N | Remuneration and Terms of Service Committee * NOTE; Welsh Ministers approval will be required in the exceptional event that remuneration needs to be above the maximum of the salary band range (Ref 15.1.4 SFI's) | Previously part of former paragraph 17 Section moved to improve flow of Scheme of Delegation | Para 15.1.4, page 60 Pay Expenditure, Schedule 2.1 - Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts |
| n/a | 22 | Organisation Structure & Staffing | Consider and approve redundancy and Early Release Applications, noting that where the settlement is £50,000 or above subsequent agreement of Welsh Government is required. | N | Remuneration and Terms of Service Committee | Inserted to ensure clarity regarding redundancy and Early Release Applications. | Para 15.1.5, page 60 Pay Expenditure, Schedule 2.1 - Model Standing Financial Instructions and Chapter 6, Annex 2, NHS Manual for Accounts |
| 19 | 23 | Organisation Structure & Staffing | Approve, arrange the review, and revise HEIW's top level organisation structure and corporate policies | Y | | Section moved to improve flow of Scheme of Delegation | |

Review of NHS Wales Trust Model Reservation and Delegation of Duties
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|------------------------------|-------------------------|-----------------------------------|--|---------------------------|--|--|---|
| 20 | 24 | Organisation Structure & Staffing | Appoint, review, revise and dismiss Board Committees, including any joint committees directly accountable to the Board. | Y | | Removed reference to Joint Committees as HEIW does not have the authority to establish these at present. Section moved to improve flow of Scheme of Delegation | Health Education and Improvement Wales Regulations 2017, Regulation 13 Paragraph 3 - Committees, Pages 14 - 16 Model Standing Orders |
| 21 | 25 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the Chair and members of any committee, joint committee or group set up by the Board | Y | | Removed reference to Joint Committees as HEIW does not have the authority to establish these at present. Section moved to improve flow of Scheme of Delegation | Health Education and Improvement Wales Regulations 2017, Regulation 13 Paragraph 3 - Committees, Pages 14 - 16 Model Standing Orders |
| 22 | 26 | Organisation Structure & Staffing | Appoint, equip, review and (where appropriate) dismiss the individuals appointed to represent the Board on outside bodies and groups. | Y | | Section moved to improve flow of Scheme of Delegation | As above |
| 23 | 27 | Organisation Structure & Staffing | Approve the terms of reference and reporting arrangements of all Committees and groups established by the Board | | | Section moved to improve flow of Scheme of Delegation | As above |
| 12 | 28 | Operating arrangements | Approve individual compensation payments in line with <i>provisions of Annex 4 to Chapter 6 of the Welsh Government Manual for Accounts. Standing Financial Instructions</i> | Y | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | Added reference to the Manual for Accounts and need to ensure delegated in accordance with provisions of Manual for Accounts. Section moved to improve the flow of the Scheme of Delegation | Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |

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|------------------------------|-------------------------|---------------------------|---|---------------------------|--|---|---|
| 13 | 29 | Operating arrangements | Approve individual cases for the write off of losses or making of special payments above the limits delegated to the Chief Executive and Officers | Y | Y - except where Chapter 6 specifies appropriate to delegate to a committee, Chief Executive or Officers . | Section moved to improve flow of Scheme of Delegation | Para 18, pages 72 - 74, Disposal, Condemnations, Losses and Special Payments, Schedule 2.1, Model Standing Financial Instructions, Annex 4, Chapter 6 of the Welsh Government Manual for Accounts |
| 14 | 30 | Operating arrangements | Approve proposals for action on litigation on behalf of HEIW | Y | | Section moved to improve flow of Scheme of Delegation | |
| 32 | 31 | Operating arrangements | Proposed commissioning and contract variations on education and training agreements before submission of recommendation to Welsh Government for Ministerial approval in accordance with delegations set on in the Financial Delegations | Y | | Cabinet Secretary approval replaced with <i>Ministerial</i> . Section moved to improve the flow of Scheme of Delegation | Para 12, pages 38 - 52, Procurement and Contracting for Goods and Services, Schedule 2.1, Model Standing Financial Instructions |
| 33 | 32 | Strategy and Planning | Approve individual contracts (other than NHS contracts) above the limit delegated to the Chief Executive set out in the Financial Delegations- <i>Standing Financial Instructions and Scheme of Delegation</i> | Y | | Amended and section moved to improve flow of Scheme of Delegation | Para 12, pages 38 - 52, Procurement and Contracting for Goods and Services, Schedule 2.1, Model Standing Financial Instructions |
| 34 | 33 | Performance and Assurance | Approve the HEIW's audit and assurance arrangements. | Y | | Whilst Board must approve overarching arrangements some functions can be delegated to the relevant Committee Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9, pages 31-32 - Model Standing Orders |

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|------------------------------|-------------------------|---------------------------|---|---------------------------|--------------|--|--|
| 35 | 34 | Performance and Assurance | Receive reports from HEIW's Executive on progress and performance in the delivery of HEIW's strategic aims, objectives and priorities and approve action required, including improvement plans as appropriate . | Y | | Added 'as appropriate' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 32-33, Model Standing Orders |
| 36 | 35 | Performance and Assurance | Receive reports from the Boards Committees, groups and other internal sources on HEIW's performance and approve action required, including improvement plans as appropriate . | Y | | Added 'as appropriate' as some activities, such as approval of improvement plans may be delegated to a committee. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 3.6, page 16 and Paragraph 9.2.2, page 32 - Model Standing Orders |
| 37 | 36 | Performance and Assurance | Receive reports on HEIW's performance produced by external auditors, regulators and inspectors that raise significant issues or concerns impacting on HEIW's ability to achieve its aims and objectives and approve action required, including improvement plans, taking account of the advice of Board Committees (as appropriate). | Y | | Added 'significant' as it is appropriate for Committees to discharge in some instances. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 32-33, Model Standing Orders |
| 38 | 37 | Performance and Assurance | Receive the annual opinion of HEIW's Chief Internal Auditor and approve action required, including improvement plans | Y | | Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9.1, pages 31, Model Standing Orders |
| 39 | 38 | Performance and Assurance | Receive the annual audit- management report from HEIW's- external-the Auditor General for Wales and approve action required, including improvement plans | Y | | Replaced 'audit' with 'management' report to ensure consistency with LHB, Trust and DHCW Model SOs. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 9.3, page 32, Model Standing Orders |

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|--|-------------------------|---------------------------|--|---------------------------|--------------|---|---|
| 40 | 39 | Performance and Assurance | Receive the annual opinion- assurance regarding HEIW's performance against appropriate Health and Care Standards for Wales and approving required action required, including improvement plans. | Y | | Appropriate committee may be responsible for having oversight and ensuring the standards within the Health and Care Standards are maintained. Minor amendments to wording. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 32-33, Model Standing Orders |
| 41 | 40 | Performance and Assurance | Approve HEIW's Reporting Arrangements, including reports on activity and performance to partners and stakeholders and nationally to the Welsh Government where required. | Y | | where required' added Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 32-33, Model Standing Orders |
| 42 | 41 | Performance and Assurance | Receive, approve and ensure the publication of HEIW's reports, including its Annual Report and &- Annual Financial accounts in accordance with directions and guidance issued | Y | | Amended to read ' <i>Annual Financial</i> ' Accounts , added 'in accordance with directions and guidance issued' Where there is not a specific requirement for the Board to receive reports can be delegated to Committees. Section moved to improve flow of Scheme of Delegation | Section B, Paragraph 10, pages 32-33, Model Standing Orders |
| *Note: Any decision to reserve a matter, and the manner in which that retained responsibility is carried out will be in accordance with any regulatory and/or Welsh Government requirements. | | | | | | | |