



DIRECTORATE REPORT TO BUSINESS EXECUTIVE TEAM AND BOARD

Directorate:	Operations and Finance
Executive Lead:	Huw George
Reporting Month:	April 2024
Business Executive Team Meeting Date:	15 May 2024
Board Meeting Date:	30 May 2024

Overview of Key Activities During the Month

Strategy, Planning & Corporate Affairs

- A new process for reporting IMTP milestones was launched utilising SharePoint, which is focused on improving user-experience and increasing quality assurance.
- The first Programme Board for the Tackling Diabetes Together programme was held in April that brought together a range of key system partners
- A series of workshops have been held with School of International Futures to upskill futures thinking with priority leads focused on the development of our 2035 roadmaps.

Communications

- As part of our staff engagement plan, in April we focused on helping leaders and staff establish a deeper understanding about our approach to inequalities. At the Leadership Forum, discussions focused on how inequalities need to be embedded in everything we do. At the subsequent Spotlight Session, open to all staff, 125 people attended to hear about the different areas of work already underway around health inequalities, prompting a lively discussion.
- We used World Immunisation Week (April 24th-30th) to promote the work internally of our dedicated Vaccine Preventable Disease Programme team. Each day we focused on one member of the team and the work they do. We also held an "Ask the expert" session where the public could ask Dr Chris Johnson and Hawys Youlden questions about vaccination. This was a relaunch of the 'Ask the expert' series since the pandemic. We gained 4.4k views on Instagram.

Digital Services

- Significant amount of technical and user testing of a new breast screening cohort selection system to replace a legacy system being decommissioned in July. The deployment of the system is planned for May.

- Reporting on progress against the Cyber Assessment Framework assurance review with the Cyber Resilience Unit (CRU), as well as implementing tasks from the cyber improvement plan.
- Developing joint plans for Digital and Data for the route map development.
- IT Infrastructure Audit by NWSSP (NHS Wales Shared Services Partnership).

Finance and Performance

- 2023/24 Yearend position finalised and submitted to Welsh Government delivering our statutory duty to breakeven even over a rolling 3-year period covering 2021-24.
- Draft accounts completed and submitted to Audit Wales in line with required timetable.
- Collaborated with Health and Wellbeing colleagues to deliver the April Integrated Quality, Planning and Delivery (IQPD) Meeting with Welsh Government including a deep dive into delivery of our Strategic Priority on Health Behaviours.
- First draft of 2023/24 Annual Report Performance Report completed highlighting key performance achievements of the organisation across our six strategic priority areas.
- Transitioned to SharePoint file storage for improved records management and information governance.
- The Finance Team has commenced hosting a two-month placement for a Finance Graduate Trainee from Shared Services.

Estates, Facilities and Health & Safety.

- To support the enhancement of Health & Safety arrangements across the Public Health Wales estate additional Health and Safety training for premises leads has commenced.
- To inform the development of a North Wales Estates Development plan a series of comprehensive site visits across the North Wales Estate has been commenced. The visits have focused on estate quality and maximising estate utilisation in support of the estate's rationalisation work required by Welsh Government.
- Work commenced to configure space on floor 5 Capital Quarter 2, Cardiff to support the NHS Executive hosting arrangements for planned June occupation.

Successes

Strategy, Planning & Corporate Affairs

- Facilitated Options Appraisal exercise for DESW office locations to support identification of potential future options for consideration.
- A further six NHS Wales functions/programmes were successfully transferred into the NHS Executive by 1 April 2024 as planned, which was a significant and complex milestone involving considerable partnership working across Public Health Wales and between Welsh Government,

Health Boards, DHCW (Digital Health and Care Wales) and the NHS Executive.

Communications

- To help people understand the benefits of bowel screening and provide an opportunity to respond to questions from the public, we filmed a case study, cancer survivor Ross Williams, 68, who received treatment for bowel cancer following a routine screening appointment (watch here: <https://fb.watch/rQlehadXeO/>) The content performed well, showing the power of using real stories to explain public health. This led to an opportunity to share our message on S4C's Prynawn Da. GP Dr Khalifa contacted us asking that we provide a bowel screening test kit for demonstration on TV. We delivered a kit to his GP surgery ahead of the live programme.
- This month, the Public Health Wales achieved significant media coverage including an exceedingly high level of UK National coverage for the final Vaping Incident Review Group report. Our broadcast highlights included interviews with Chris Emmerson about vaping on Radio 5 Live and Talk TV – both audiences we do not often reach. Media particularly highlighted our recommendation that young people should be given nicotine patches to combat vaping addiction. The measles outbreak in Gwent also featured widely in the Welsh media on two separate occasions. Meanwhile our school food report was picked up by ITV Wales and included an interview with PHW's Rachel Bath.

Digital Services

- Completion of a Health Protection Discovery that helps us articulate the next steps for building a new system with several different services. The proposals for next steps are set out in the report.
- Jointly delivered a cloud technologies research project / discovery with Kainos to map out our plans for National Data Resource (NDR) and migrating applications to cloud.
- Completed a penetration test on the Tarian health protection system to assure the delivery of a module to support environmental teams.

Finance and Performance

- The Finance Team has led the management of the financial position across the organisation to delivering a yearend revenue position of £51k underspent for 2023/24. This delivers our statutory duty to breakeven even over a rolling 3-year period covering 2021-24.
- Led discussions with directors to develop 2024/25 Investment Plans enabling the organisation to resource key priorities within our strategy.

Estates, Facilities and Health & Safety

- Work has been completed to allow for occupation by the Commission for Tertiary Education and Research of underlet demise at Capital Quarter 2, Cardiff as part of Public Health Wales's estate's rationalisation work as required by Welsh Government.

Any Concerns being managed:

- No concerns to highlight for the reporting period.

Forward Look of key activities for next month**Strategy, Planning & Corporate Affairs**

- Collective IMTP review meeting with Welsh Government to be held on 16 May 2024.
- Launch of Tackling Diabetes Together Programme Dashboard to support programme assurance and monitoring.
- Facilitating several workshops to further develop our 20235 roadmaps for each of our six strategic priorities.

Finance and Performance

- Supporting Audit Wales' year end audit of the annual accounts for 2023/24.
- Undertake Directorate End of Year performance Reviews to review 2023/24 performance and drive forward 2024/25 performance.
- Progressing rollout of QlikSense Finance Dashboard with budget holders in line with national project for improved financial reporting/management.

Communications

- Planning is now underway for 2024 Staff Conference which is scheduled to take place in October. The Communications team are working with staff from across the organisation to shape the content and coordinate the event.
- Communications is working with Health Protection and Screening Services to review the recommendations of the Internal Communications and Engagement research to inform a jointly owned action plan.
- Will be launching our broadcast channel on Instagram - a one-way messaging function that will send out a message to anyone within the channel. We hope this will be another way to disseminate valuable information to the public. And we are working on a new TikTok content strategy to better utilise the platform.

Digital Services

- Development of joint plans for Digital and Data for the route map development in preparation for a May workshop.
- Continued work on the DEWIS module (breast screening cohort selection module) to move to production in early May.
- Responding to the IT Infrastructure Audit and set out management actions.
- Wrapping up DESW GP testing with next steps being planned.

Estates, Facilities and Health & Safety

- Planned completion of accommodation at Capital Quarter 2 for the Improvement Cymru as part of their move into NHS Executive.

- Informed by dialogue with staff to date and further to sites visits commence the development of initial ideas to ensure best utilisation of existing Public Health Wales accommodation at North Wales sites.