

	<ul style="list-style-type: none"> • ECQC 16/01/2.2 Future Funding of Health Professional Education: The first sentence on page 2 to have the 's' of the word strategic in upper case, so that it reads '.... following the Strategic Review'. • ECQC: 09/04/2.2 Impact of COVID 19 on Nursing and Midwifery Education Provision and the Role of Students in Helping During the Crisis: The word 'benefit' to be added to the end of the last sentence of third full paragraph on page 5, so that it reads '.... entitlement to Death in Service benefit.' 	
ECQC: 02/07/1.5	Action Log	
	<p>The Committee received the Action Log and noted that there were a number of actions deferred due to the impact of the COVID 19 Pandemic. It was confirmed that those items would be kept on the Action Log until they had been completed.</p> <p>The Committee considered the Action Log and the following verbal updates were received:</p> <ul style="list-style-type: none"> • ECQC 21/10/2.2 KPMG Review of Health Professional Education: The Committee noted the position in relation to the Welsh Language Clinical Dictionary and Welsh language resources. The Committee recognised that there was a need to establish how these resources would be managed, updated and shared across other organisations to support Welsh Language provision. 	
Resolved	The Committee agreed that this matter needed further exploration in terms of addressing Welsh language resourcing needs.	AP/DB
	<ul style="list-style-type: none"> • ECQC 21/10/2.2 KPMG Review of Health Professional Education: It was confirmed that appropriate arrangements were being made in relation to the Deep Dive of the Strategic Review of Health Professional Education as part of a Board Development Session. 	
Resolved	The Committee noted the item was to be scheduled into the Board Forward Work Programme.	AP/DB
	<ul style="list-style-type: none"> • ECQC 16/01/2.4 Training Needs Analysis Major Trauma Network: The date for the relaunch of the implementation of the Major Trauma Network was anticipated to be in the Autumn. 	
Resolved	The Committee agreed that the Clinical and Training Leads be invited to the October Committee to discuss the training needs analysis.	PM
	<ul style="list-style-type: none"> • ECQC 16/01/2.5 Sub Groups: The Committee was keen that the inaugural meetings of the Sub Groups take place as soon as was practically possible. It was highlighted that some of the membership of the Sub Groups also sat on the Welsh Government National Partnership Council and National Partnership Forum, and that these national fora had been suspended due to the COVID 19 pandemic. It was emphasised 	

	that there was a need to ensure that the work of the sub groups was aligned to the timetable of the national groups.	
Resolved	The Committee agreed that the initial meetings of the Sub Groups to take place to align with the work and timetable of the Welsh Government National Groups.	PM/AP/DB
ECQC: 02/07/1.6	Matters Arising	
	<p>ECQC 09/04/2.1 Update on COVID 19 and its Impact on Impending Tender of the Health Professional Education Contracts: Consideration was given to strengthening the Welsh language provision in accordance with a Healthier Wales as part of the commissioning process for the health care professional education contracts.</p> <p>Martin Riley commented that one of the key findings from the KPMG review had highlighted the prominence of the Welsh language within universities. It was clarified that one of the eight key themes within the contract specification would be Welsh language provision and how the provision would be strengthen going forward.</p>	
Resolved	<p>The Committee agreed that a paper be presented to the Committee in October 2020 which addressed:</p> <ul style="list-style-type: none"> • the steps taken within the commissioning process to strengthen the provision of Welsh Language services; • the Welsh language resourcing needs as mentioned above under the minute reference ECQC 21/10/2.2 KPMG Review of Health Professional Education. 	AP
ECQC: 02/07/1.6.1	Briefing on Four Nations Discussions on Quality Issues during the Visit to NHS Education Scotland	
	<p>The Committee received the report.</p> <p>In presenting the report, Pushpinder Mangat advised that the Committee had specifically asked HEIW to review its complaints handling following feedback from the GMC Trainee Survey and also to compare the approach to Quality Assurance Visits across the UK. It was highlighted that a four nations meeting hosted by NHS Education Scotland had been an opportunity to discuss matters that were important to HEIW in Wales with others in the UK. An overview of the discussions was provided.</p> <p>It was highlighted that complaints handling was an important part of the training experience. There was need when a complaint was made, to ensure the trainee was kept informed at all stages of the process and, importantly, provided with feedback on the outcome. It was also emphasised that any lessons learnt needed to be shared to ensure the loop was closed and the learning embedded. The complaints process in Scotland and Northern Ireland was very similar to Wales, however their DATIX reporting system was more up to date than the system used in Wales. The matter of trainees</p>	

	<p>raising concerns was also discussed at the Medical Directors' meeting and it was noted that trainees have several routes to raise any concerns either formally or informally and were dealt with on the same basis as any other complainant.</p> <p>In terms of the quality assurance visits, it was noted that the approach in Scotland and Northern Ireland was much the same as Wales. Feedback on modified visits in Wales would be shared with the other nations.</p>	
Resolved	The Committee noted the report.	
PART 2	STRATEGIC ISSUES	
ECQC: 02/072.1	Update on COVID 19	
	<p>The Committee received a presentation by Pushpinder Mangat that outlined the learning and opportunities for education and training in Wales as a result of the NHS' response to COVID-19.</p> <p>An overview of the key areas included:</p> <ul style="list-style-type: none"> • Implementation of change at pace with the repurposing of the NHS workforce and co-ordination between health and social care systems; • The impact on training programmes and moving education and training forward to the 'new normal'; • Maximising the use of digital technologies by default; • Mobilising the workforce and understanding the unique opportunities and emerging approaches to the NHS' workforce plan to produce the workforce needed to meet future needs; • The impact on wellbeing and psychological support. <p>The Committee welcomed the presentation and discussed various aspects which included opportunities for career progression and the need to review the transferability of qualifications and competencies into other professions. It was clarified that this linked with the clinical academic work being undertaken as part of the IMTP.</p> <p>The Committee considered the need for HEIW to actively undertake appropriate research. A potential opportunity for HEIW would be to undertake research to review the impact of COVID 19 on education and training. It was noted that there was currently a call for bids by the Health Foundation for a COVID 19 Research Programme. The research seeks to understand how health and social care service delivery has changed in light of COVID 19 and the impact of COVID 19 on health inequalities and the wider determinants of health.</p> <p>The Committee discussed the potential impact on students starting in the new academic year in relation to their expectations regarding course delivery student experience. It was highlighted that the</p>	

	March intake of student nurses had been undertaken on a virtual basis and was very positive with good involvement.	
Resolved	The Committee: <ul style="list-style-type: none"> • noted the presentation; • agreed that the presentation on the 'new normal' be converted into a briefing paper, and that the lessons learnt be captured for the purposes of implementation and monitoring. 	PM
	Eifion Williams left the meeting.	
ECQC: 02/07/2.2	Strategic Review of Healthcare Education in Wales Phase Two	
	The Committee received the report. In presenting the report, Martin Riley explained the approach to the phasing of the engagement, procurement and commissioning of the health professional education contracts. It was highlighted that due to the significant scale of the procurement exercise it was being split into two contract engagement phases. The first being the pre-registration programmes followed by the post-registration programmes.	
Resolved	The Committee: <ul style="list-style-type: none"> • noted the contents of this report and the programmes included in the second phase; • noted the timelines and engagement plans being undertaken; • noted the engagement being undertaken within HEIW to either justify the de-commissioning of some programmes, or expansion of the provision currently being commissioned; • noted the new education programmes for phase two to commence in September 2022. 	
ECQC: 02/07/2.3	Draft Annual Education and Training Plan	
	The Committee received the draft Plan. In presenting the draft Plan, Martin Riley advised that it had an increased focus on responding to service challenges, as well as addressing the needs of individual professional and occupational groups. The draft Plan had taken into account the review of the workforce needs detailed in the individual IMTPs of Health Boards and Trusts in Wales; wider available workforce intelligence and capacity within the system to support training, students and trainees. The Committee welcomed the draft Plan. However, there was concern regarding the lack of resilience in the current NHS workforce which had been highlighted during the response to the COVID 19 Pandemic. It was recognised that there needed to be further workforce resilience and that the primary drivers for the Plan were the IMTPs and national service priorities. In translating this information into recommendations there had also been extensive	

	<p>engagement with stakeholders. This had also informed the approach to including the development of the workforce in the community and primary care settings to support the shift of service provision from secondary care.</p> <p>Concern was raised regarding the approach to continuing the expansion of part-time and shortened programmes offered. It was highlighted that increasing this type of course provision may not fulfil delivering the right people at the right time to meet the future workforce needs. It was clarified that the data to support LTFT (less than full time) study showed that appointments were made on a WTE (whole time equivalent) basis with potentially more than one person for one post.</p> <p>The Committee noted that the potential impact of COVID 19 on trainers which would be monitored to ensure there was enough capacity to support delivery of the Plan.</p>	
Resolved	The Committee noted the draft Plan.	
PART 3	EDUCATION PERFORMANCE AND QUALITY	
ECQC: 02/07/3.1	Evaluation of Post Registration Education Provision	
	<p>The Committee received a verbal update regarding the work being undertaken to evaluate post registration education provision. It was highlighted that this was an opportunity to undertake a benefits realisation exercise to measure the value added to healthcare provision against the financial investment.</p> <p>The Committee questioned whether there was a need for a multi-professional research facility within HEIW. It was highlighted that the predecessor organisations had research elements within their portfolio and that the Committee Terms of Reference had delegated powers to recommend undertaking research on education, quality and commissioning to the Board.</p>	
Resolved	<p>The Committee:</p> <ul style="list-style-type: none"> • noted the update; • agreed that the matter of research provision within HEIW be raised with the Chief Executive. 	PM
ECQC: 02/07/3.2	Quality Assurance Review of Post Graduate Medical Education (PGME) During COVID 19 Pandemic	
	<p>The Committee received the report.</p> <p>In presenting the report, Pushpinder Mangat provided an overview of the alternative approach to quality management that had been adopted during the COVID 19 Pandemic. It was highlighted that this approach had ensured HEIW fulfilled its responsibilities to the GMC and that patient safety and high-quality training was maintained.</p>	

	<p>It was highlighted that assurance meetings had been held on a weekly basis within Primary Care, and on a monthly basis within Secondary Care. This had ensured that the quality management framework had been maintained and that any identified challenges were being addressed. The regular quality assurance visits would be recommencing from September 2020 either via face to face meetings or by virtual means.</p> <p>The Committee was reassured and encouraged that despite the service pressures in response to COVID 19, HEIW had maintained its regulatory accountability. The Committee acknowledged that actions had been identified which were being pursued to strengthen several areas.</p>	
Resolved	The Committee agreed that a further paper on the quality assurance of education for other multi-professional areas be presented at the next Committee meeting in October 2020.	PM/AP
PART 4	GOVERNANCE MATTERS	
ECQC: 02/07/4.1	Draft Committee Self-Assessment Checklist	
	<p>The Committee received the draft Committee Self-Assessment Checklist.</p> <p>In presenting the draft Checklist, Dafydd Bebb advised that it was in line with good practice for the Committee to assess its effectiveness annually. The Checklist was proposed as a tool to help the Committee undertake a self-assessment of its effectiveness.</p> <p>The Committee discussed the content of the draft Checklist acknowledging that this was the first effectiveness review to be undertaken. Although there was some concern regarding the length and the number of questions.</p>	
Resolved	<p>The Committee:</p> <ul style="list-style-type: none"> • approved the draft Self-Assessment Checklist; • agreed that the Checklist be issued to Committee Member and Officers for completion. • agreed that the evaluation of the Self-Assessment Checklist be presented at the next Committee meeting in October 2020. 	DB DB
	<p>David Thomas left the meeting. Eifion Williams re-joined the meeting.</p>	
ECQC: 02/07/4.2	Draft Committee Annual Report 2019-2020	
	<p>The Committee received the draft Committee Annual Report 2019-2020</p> <p>In presenting the Annual Report, Dafydd Bebb advised that the main purpose of the report was to assure the Board that the system of assurance was fit for purpose and operating effectively. The</p>	

	<p>report summarised the key areas of business activity undertaken by the Committee during 2019/2020 and highlighted some of the key issues which the Committee intended to consider over the next 12 months.</p> <p>The Committee considered the report and the following points were noted:</p> <ul style="list-style-type: none"> • A number of typos were highlighted which required amendment; • The addition of the sentence 'and was well attended with good engagement from all those who attended' to be added to the last sentence on page 2 before section 2. 	
Resolved	<p>The Committee:</p> <ul style="list-style-type: none"> • approved the draft Committee Annual Report, subject to the amendments as detailed above; • recommended that the updated Committee Annual Report be submitted to the Audit & Assurance Committee for information; • requested that the updated Committee Annual Report be submitted to the July Board so that the Board could review the performance of the Committee during 2019/2020. 	<p>DB</p> <p>DB</p> <p>DB</p>
PART 5	FOR INFORMATION/NOTING	
ECQC: 02/07/5.1	Work Based Learning and Apprenticeship Frameworks in Wales	
	<p>The Committee received and noted the report, which provided and update on the direction of travel with the development of work-based learning qualifications and Apprenticeship Frameworks in Wales. It also highlighted the potential additional resources that may be required to facilitate implementation.</p>	
ECQC: 02/07/5.2	Open University Annual Report on Nurse Education 2018-2019	
	<p>The Committee received the Open University Annual Report on Nurse Education 2018-2019.</p> <p>In presenting the Annual Report, Angela Parry advised that HEIW had first commissioned the Open University in 2018 and continues to build on the numbers of commissioned places to widen access to Health Professional Education.</p> <p>The Committee considered the Annual Report and welcomed the format of the report and the personal accounts of students which made it more readable. The low attrition rate of 5.7% was to be commended and was acknowledged to be well below the rate of other conventional universities.</p> <p>It was highlighted that HEIW was exploring the potential to expand the Open University provision of Health Professional Education into other professional disciplines to provide wider access to learning with low attrition rates to assist in the delivery of graduates to the NHS workforce.</p>	

Resolved	The Committee noted the Annual Report.	
PART 6	CLOSE	
ECQC: 02/07/6.1	Any Other Business:	
ECQC: 02/07/6.1.1	Inequalities in Education Attainment and Recruitment – Concern was raised in relation to the inequalities in educational attainment and recruitment that had emerged from the COVID 19 experience. It was highlighted that, in the context of the Wellbeing of Future Generations Act, HEIW needed to take account of the long-term impact of its decisions, particularly in relation to addressing the growing social, cultural, and economic challenges when commissioning education and training.	
Resolved	The Committee agreed that a discussion paper be presented at the next meeting of the Committee, to consider how HEIW may approach mitigating the impact of inequalities in context of educational attainment and recruitment.	AP
ECQC: 02/07/6.1.2	Forward Work Programme	
	The Committee discussed its Forward Work Programme and it should be presented on a regular basis.	
Resolved	The Committee agreed to receive an updated Forward Work Programme at its October meeting.	DB
ECQC: 02/07/6.2	Reflection on Today's Committee	
	Reflection from today's Committee will be picked up following the 'In Committee' session.	
ECQC: 02/07/6.3	Date of Next Meeting	
	The date of the next meeting was confirmed for Thursday, 8 October 2020 at 10.00am in the Conference Room, Ty Dysgu, Nantgarw.	

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Dr Ruth Hall (Chair)

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Date: