

***Addendum to the Hosting Agreement
for the NHS Wales Executive (NHS based)***

between

Public Health Wales NHS Trust

&

The Welsh Ministers

Effective from 01 April 2024

***(and to be read in conjunction with the Hosting
Agreement)***

1. PURPOSE AND SCOPE

The Hosting Agreement (**'the Agreement'**) for the NHS Wales Executive (NHS-based) (**'the Hosted Unit'**) between Public Health Wales NHS Trust (**'the Host Organisation'**) and the Welsh Ministers was approved by the Public Health Wales Board on 26 January 2023.

The Agreement sets out appropriate governance and reporting arrangements for the Hosted Unit. The Agreement is intended to ensure that hosting arrangements are clear and transparent and that the rights and obligations of all parties to the Agreement are documented and agreed

The Agreement commenced on 1 April 2023 and is an agreement of indefinite duration, unless terminated in accordance with section 12 of the Agreement. With effect from 1 April 2024, the Hosted Unit will expand to incorporate additional national programmes and functions: Improvement Cymru, Strategic Programme for Primary Care, National Programme for Urgent and Emergency Care (Six Goals), Welsh Value in Health Centre, All Wales Nurse Staffing Programme, and Emergency Planning and Response coordination.

This **Addendum** takes account of the expansion of the Hosted Unit functions and staff and makes variations to the Agreement. In accordance with section 14 of, and Appendix A to, the Agreement, the variations made by this Addendum are made in accordance with the Change Control Procedure.

2. PARTIES TO THE AGREEMENT AND THIS ADDENDUM

1.1 Public Health Wales, the '**Host Organisation**'

1.2 The Welsh Ministers, hereinafter referred to as '**Welsh Government**'

3. VARIATIONS TO THE AGREEMENT

3.1 PREAMBLE

With effect from 1 April 2024, the parties agree to vary the Agreement as set out in sections 3.2 to 3.6 of this Addendum. This Addendum does not replace or invalidate the Agreement and all provisions of the Agreement, except as varied by this Addendum, continue to apply.

3.2 INFORMATION GOVERNANCE (References in Agreement – Section 6.2(i) Information Sharing/Section 6.3)

In section 6.2(i) of the Agreement, the heading is deleted and replaced with 'Information Governance' and an additional paragraph is added to state that 'The Host Organisation will provide the overall Caldicott Guardian and Senior Information Risk Officer (SIRO) role and function to the Hosted Unit in respect of the Hosted Unit Functions'.

In section 6.3 of the Agreement, after section 6.3 (h) the following heading and text is added: 'section 6.3(i) Information Governance, the Hosted Unit will design and implement systems, processes and procedures in relation to information access, processing and analysis across the Hosted Unit and ensure compliance with all information governance requirements. Whilst the Host Organisation will provide the overall Caldicott Guardian and SIRO role and function (section 6.2 (i)), the Hosted Unit will assign a leadership role as an equivalent deputy role to these functions internally to ensure the Caldicott Guardian and SIRO of the Host Organisation receive sufficient information and assurance for them to discharge their role and function in respect of the Hosted Unit Functions. A Joint Data Controller Agreement, incorporating a register of Data Sharing Agreements, is in place between Welsh Government and the Host Organisation to facilitate information governance requirements between the Host Organisation and the Hosted Unit.

3.3 PROFESSIONAL ACCOUNTABILITY (Reference in Agreement – Section 6.3(e))

In section 6.3(e) of the Agreement, the entire text of the first paragraph regarding professional lines of accountability for registered nurses/midwives and allied health professionals is deleted and replaced with:

'Arrangements for the professional lines of accountability for registered nurses/midwives, i.e. those registered with the Nursing and Midwifery Council, will be through the professional leads within the Hosted Unit through to the Chief Nursing Officer or designated deputy. Arrangements for the professional lines of accountability for registered allied health professionals, i.e. those

registered with the Health Care Professions Council, will be through the professional leads within the Hosted Unit through to the Chief Allied Health Professions Advisor. Professional lines of accountability for registered nurses/midwives and registered allied health professionals will not sit with Public Health Wales.’.

3.4 MONITORING AND REVIEW (Reference in Agreement – Section 10)

In section 10 of the Agreement, the entire text of the third paragraph regarding the operation of annual review meetings is deleted and replaced with:

‘The frequency of formal review meetings will be twice per annum. The Deputy Chief Executive NHS Wales, Accountable Officer and named contacts (section 5), and others as may be nominated, will meet formally at least twice a year (or more frequently at the request of either party) to undertake a mid-year and annual review of the respective discharge of responsibilities under the Agreement and issues relating to the Agreement.’

3.5 DEFINITIONS (Reference in Agreement – Section 15)

In section 15 of the Agreement, the text for the definition of “**Hosted Unit Functions**” is deleted and replaced with ‘means the activities and services provided by the Hosted Unit, which will be structured as nine service areas (to be referred to as functions), namely Quality, Safety and Improvement; Digital, Technology, Innovation and Value; Networks and Planning; Performance and Delivery; Financial Planning and Delivery; Planned Care; Mental Health; Primary Care; and Urgent and Emergency Care; and any related expressions are to be interpreted accordingly’.

In section 15 of the Agreement, the text for the definition of “**Hosted Unit Staff**” is deleted and replaced with ‘means those employed by Public Health Wales to undertake the Hosted Unit Functions’.

3.6 FUNCTIONS (Reference in Agreement – Appendix B)

Specifications for the new functions are included at Appendix A to this Addendum and will be inserted at the end of Appendix B to the Agreement. These specifications are included for information and context only and map respective roles and responsibilities within the Health and Social Services Group (HSSG) and within the Hosted Unit. For clarity, the roles and responsibilities mapped for the HSSG contain some which are policy related to be discharged by Civil Servants acting on behalf of Welsh Government and therefore are not considered functions of the NHS Executive.

3.7 AUDIT AND ASSURANCE (Reference in Agreement 6.3 (b))

In section 6.3 (b), the following text is added as a new paragraph following from the existing first paragraph ‘In addition to the Declaration of Compliance and the assurance requirements set out in this section and elsewhere in the Agreement, the Hosted Unit will provide assurance to the Host Organisation in accordance

with an Assurance Schedule, the arrangements within which will be agreed by both parties and will have effect from the date of agreement of the Assurance Schedule, through both parties respective approval processes’.

4. SIGNATORIES TO THIS ADDENDUM

The signatories to this Addendum are:

1. Chief Executive, Public Health Wales, on behalf of the Host Organisation

Signed:

Date:

2. Chief Executive, NHS Wales, on behalf of the Welsh Ministers

Signed:

Date:

Appendix A

Phase 2 – Specifications

- Digital, Technology, Innovation and Value
[NHS Wales Executive - DTIV Specification - Nov 23.doc](#)
- Emergency Planning and Response
[NHS Wales Executive - Emergency Planning Response - Specification - Nov 2023.doc](#)
- Strategic Programme for Primary Care
[NHS Wales Executive - Strategic Programme Primary Care - Specification - Nov 2023.docx](#)
- National Programme for Urgent and Emergency Care (Six Goals)
[NHS Wales Executive - UEC 6G - Specification - Nov 2023.docx](#)
- Quality, Safety and Improvement
[NHS Wales Executive - Quality Safety Improvement - Specification - Nov 2023.docx](#)
- Vaccination Programme
[NHS Wales Executive - Vaccination Programme - Specification - Nov 2023.docx](#)