

**Vaughan Gething AC/AM**  
**Ysgrifennydd y Cabinet dros Iechyd, Llesiant a Chwaraeon**  
**Cabinet Secretary for Health, Well-being and Sport**



**Llywodraeth Cymru**  
**Welsh Government**

Ein cyf/Our ref MA-P/VG/3433/17

Dr Dai Lloyd AM  
Chair  
Health, Social Care and Sport Committee

4 October 2017

Dear Dai,

I am writing with regard to recommendation 1 of the report following the Committee's review of Medical Recruitment, which requested that I set out an action plan and timeline for establishing the new single body, Health Education and Improvement Wales (HEIW).

I was pleased to note the support from the committee for the opportunities that the creation of HEIW presents, but also acknowledge the concerns regarding information in relation to progress towards its creation.

I remain committed to HEIW becoming operational on 1<sup>st</sup> April 2018. That will mean that we have in place the underpinning legislative framework, a properly constituted board, a chief executive, staff transferred from existing bodies and a budget agreed alongside a remit letter from the Welsh Government.

Significant steps have been taken towards implementation since the publication of the Committee's medical recruitment report. In July, I made a written statement which announced the name of the new body – Health Education and Improvement Wales - and set out some of the thinking in relation to a number of key aspects, including:

- Functions and Remit – Building on those areas of work set out in both the Mel Evans and Professor Robin Williams reports, and the key functions of both the Wales Deanery and WEDS, I confirmed that the new body would also have a responsibility in relation to the widening access agenda; a strengthened workforce intelligence function, building on the work currently undertaken within WEDS; and would also consider other bodies in relation to potential transfer including the Wales Centre for Pharmacy Professional Education and NHS Liaison Unit.
- I confirmed that HEIW would be established as a Special Health Authority, making clear that HEIW will be an equal partner around the table of the NHS Wales Executive. This position will provide a platform to take forward a strategic approach, not just to the education and training of the health workforce, but also to how workforce planning is taken forward in the future, to better meet the needs of the people of Wales.

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Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

- Governance – I also announced my intention to appoint Dr Chris Jones as an interim Chair to the new body, as I recognised the importance of early leadership through the transition period. Dr Jones takes up that role from 5 October for a period of 12 months; and I know that he will bring with him his wealth of experience within the NHS in Wales and will help to guide the new body to successful implementation in its early stages. HEIW will of course need a permanent Chair in place, and as such I also confirmed that there would be a full public appointment process undertaken prior to the end of September 2018.

As I said in my statement, the transition to HEIW is being managed through a Programme approach led by my officials. A Programme Board has been established, comprising members from across the sector, overseeing the work of nine workstreams. These are Finance, Governance, Functions, Organisational Development, People, Location, Communications and Engagement, IT Systems and Legislation. These workstreams bring together key stakeholders from the bodies involved and from health and social care partners.

Additionally an agreement on the transferring functions between Cardiff University, Shared Services and HEIW has now been made. These include the functions under WEDS, the Wales Deanery and the Wales Centre for Pharmacy Professional Education (WCPPE).

We have also begun the recruitment of the Chief Executive and independent members of the Board. This should mean that the successful candidates will take up post as soon as possible in 2018, but prior to April, to aid in the transition and early decision making.

In terms of legislation, I laid the HEIW Establishment and Constitution Order and Regulations last month. These will establish HEIW as a Special Health Authority, provide for the constitution of the Board and the appointment of its members. It is anticipated that they will then come into force in the first week of October.

Finally there have been a number of developments to provide information on progress towards April 2018. Events for stakeholders and staff have been supported by a dedicated web presence and a regular newsletter. Further stakeholder and staff events are planned for the coming months.

The timescales for the delivery of HEIW remain ambitious. Following on from the progress to date set out above, attached is an annex which sets out the timeline and a number of key milestones over the coming months. I will, of course, keep you, and the Committee, updated on developments over the coming months.

Yours sincerely,



**Vaughan Gething AC/AM**

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Cabinet Secretary for Health, Well-being and Sport

Health Education and Improvement Wales - Implementation Timeline

Annex A

Workstreams	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18
<b>Functions &amp; Remit</b>	Detailed description of functions transferring from legacy bodies	Develop detail underpinning additional functions					Remit letter for new body agreed with associated budget.
<b>People – TUPE</b>		Staff engagement	Formal Consultation & Due Diligence		Staff Engagement, Formal Consultation inc issuing of letters		
<b>People – CEO &amp; Senior Team</b>	CEO post advertised		CEO interviews & assessments			Anticipated CEO start date	
			Senior Executive Team roles advertised			Senior Executive Team in post	
<b>Governance</b>	Open recruitment of independent Board Member vacancies				Appointment of independent Board Members		
<b>Legislation</b>	Tranche 1 Order & Regs Laid	Tranche 1 Order & Regs in force					Tranche 2 legislation laid