



 <p>Iechyd Cyhoeddus Cymru Public Health Wales</p>	<p><b>Name of Meeting</b> Board</p> <p><b>Date of Meeting</b> 26 September 2024</p> <p><b>Agenda item:</b> X.X</p>
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<b>Composite Committee Report for Board</b>			
<b>Reporting Committee</b>	<b>Chair</b>	<b>Lead Executive Director</b>	<b>Date of meeting</b>
Knowledge, Research and Information Committee	Siân Griffiths	Iain Bell, National Director Public Health Data and Knowledge.	<a href="#">5 September 2024</a>
People and Organisational Development Committee	Kate Young	Neil Lewis, Director of People and Organisational Development	No meetings since previous report.
Audit and Corporate Governance Committee	Mohammed Mehmet	Huw George, Deputy Chief Executive, Executive Director Operations and Finance  Paul Veysey, Board Secretary and Head of Board Business Unit	<a href="#">10 July 2024</a>  <a href="#">10 September 2024</a>
Quality, Safety and Improvement Committee	Diane Crone	Claire Birchall, Interim Executive Director Quality, Nursing and Allied Health Professionals.  Meng Khaw, National Director Health Protection and Screening, Executive Medical Director.	<a href="#">24 July 2024*</a>  <a href="#">16 September 2024</a>
<p><i>Links to the agenda and papers for these meetings are included on the dates above.</i></p> <p><i>*A verbal update on the 24 July 2024 Quality, Safety and Improvement Committee was provided at the 25 July 2024 Board meeting.</i></p> <p><i>A verbal update will be provided on the Quality, Safety and Improvement Committee meeting on 16 September.</i></p>			



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## **Executive Summary**

This report covers the period since the Board last met on 25 July 2024.

A detailed summary of the matters considered at each of the Committee meeting is contained in Section 1 below.

### **Cross Committee Working**

As part of the development of the Cross Committee working, this report has been updated to include a summary of any issues raised within the work of the Committee where there is an impact on the other Committees. This has been included at section 2.



## Section 1: Summary of the Committee Meeting since last reported to Board on 25 July 2024

Summary of key matters considered by the Committee and any related decisions made:
<b>Audit and Corporate Governance Committee (10 July 2024)</b>
<p>The Committee:</p> <ul style="list-style-type: none"><li>• <b>Noted</b> the final Internal Audit reports for:<ul style="list-style-type: none"><li>○ Incident Reporting</li><li>○ IT Infrastructure</li><li>○ Contract Management</li></ul></li><li>• Took <b>assurance</b> from the Head of Internal Audit Opinion for 2023/24</li><li>• The Committee <b>considered</b> the Head of Internal Audit Opinion and Annual Report 2023/24.</li><li>• The Committee <b>considered</b> the Audit Wales Annual Opinion (including ISA260).</li><li>• <b>Recommended</b> the Financial Accounts and the Audit Wales Annual Opinion (ISA260) to the Board for approval. (Items 3.2 and 3.3)</li><li>• <b>Recommended</b> the Accountability Report 2023/24 for Board approval.</li><li>• <b>Noted</b> that once approved by the Board, they will be <b>submitted</b> to Welsh Government by 15 July 2024</li></ul>
<b>Knowledge, Research and Information Committee (5 September 2024)</b>
<p>The Committee:</p> <ul style="list-style-type: none"><li>• Took <b>assurance</b> on the work undertaken on lifestyle factors since the deep dive item presented at Committee meeting in June 2023.</li><li>• Took <b>assurance</b> that the work on developing a vision for academic public health research is underway with appropriate governance and oversight</li><li>• Took <b>assurance</b> that the delivery of the digital and data portfolio was progressing with appropriate governance and that there is clear responsibility and accountability for delivery.</li><li>• <b>Considered</b> the Strategic Risks and took <b>assurance</b> on the management of Strategic and Corporate Risks within the organisation, within the remit of the Committee.</li><li>• <b>Considered</b> a verbal update on the work undertaken to review various aspects of the Cervical Screening Information Management System (CSIMS) following an escalation of CSIMS data breaches and ongoing concerns.</li><li>• <b>Considered</b> a summary of the phase one findings of the Inequalities in Cancer project and <b>noted</b> the progress being made against the commitment to influence the wider determinants of health.</li><li>• <b>Considered</b> the findings from the Public Health Wales Impact Monitoring approach and gave support of the activities underway to improve organisational impact.</li></ul>
<b>Audit and Corporate Governance Committee (10 September 2024)</b>
<ul style="list-style-type: none"><li>• The Committee:</li><li>• <b>Considered</b> the amendments to the Audit Tracker as approved by Leadership Team on 27 August 2024.</li></ul>



- Took **assurance** on the progress with the implementation of actions resulting from Audit within Public Health Wales.
- **Noted** the Internal Audit Progress Report (September 2024).
- **Noted** the Board Assurance Framework (Strategic Risks) Final Internal Audit Report.
- **Noted** the Audit Wales Update (September 2024)
- **Took assurance** on the progress against the Quality and Clinical Audit Plan for 2023-24
- **Took assurance** that there was an appropriate plan in place for the Quality and Clinical Audit for 2024-25, and that the plan for 2024-25 will be monitored by the Quality, Safety and Improvement Committee.
- **Received** and **Considered** the Information Governance Performance Report.
- Took **assurance** that the Records Management SharePoint Implementation Programme was on track with the plan.
- Took **assurance** on the implementation of the Standards of Behaviour Policy, and **noted** the updated **Declarations of Interest Register** would be published following the meeting.
- Took **assurance** on management of the process for ensuring the Organisation's compliance with Welsh Health Circulars.
- Took **assurance** on the prioritisation and progress being made to review Corporate Policies, procedures and other written control documents within the remit of the Committee.
- **Considered** and **noted** that Strategic and Corporate Risks were being effectively managed in the Organisation.
- **Received** the Committee Workplan
- **Received** and **noted** the Quarterly NHS Executive Report (Q1 2024/25).

#### Quality, Safety and Improvement Committee (24 July 2024)

The Committee:

- Took **assurance** that progress had been made in demonstrating the quality and impact of the Welsh Network of Health and Well-being Promoting Schools programme.
- **Received** and **considered** the Quality Assurance Report.
- **Considered** and **approved** the change requests to the Strategic Risks and approved the Corporate Risk Register.
- Took **assurance** of the Health and Safety Report for Quarter 1 2024-25.
- Took **assurance** of the Health and Safety Annual Report for 2023-24.
- **Considered** and took **assurance** from the Internal Influenza Vaccine Campaign end of year report for 2023-24 and Vaccination Plan for 2024-25.
- Took **assurance** of the Corporate Safeguarding Annual Report 2023/24 and Forward Look 2024/25
- Took **assurance** of the Infection, Prevention and Control Annual Report for 2023-24.
- Took **assurance** on the progress against the Quality and Clinical Audit Plan for 2023-24 and approved the Quality and Clinical Audit Plan for 2024-25.
- **Considered** the information contained within the Equalities Impact Assessment.
- **Considered** the Emergency Planning Annual Report for 2023-24 and **approved** the new Health Emergency Planning Annual Report submission to the NHS Executive



- **Noted** the Audit Action Tracker
- **Considered** the NHS Executive **Quarterly Governance Compliance Report for Quarter 1** and took **assurance** that the NHS Executive has appropriate measures to monitor compliance and to address areas identified for improvement.

<b>Delegated action taken by committees:</b>
<b>Knowledge, Research and Information Committee (5 September 2024)</b>
None
<b>Audit and Corporate Governance Committee (10 July 2024)</b>
None
<b>Audit and Corporate Governance Committee (10 September 2024)</b>
<b>Considered and approved</b> the new No Purchase Order No Pay policy
<b>Quality, Safety and Improvement Committee (24 July 2024)</b>
<b>Approved</b> the revised Decontamination Policy.

<b>Key risks and issues/matters of concern of which the Board needs to be made aware:</b>
<b>Knowledge, Research and Information Committee (5 September 2024)</b>
None
<b>Audit and Corporate Governance Committee (10 July 2024)</b>
None
<b>Audit and Corporate Governance Committee (10 September 2024)</b>
None
<b>Quality, Safety and Improvement Committee (24 July 2024)</b>
None



## Section 2: Cross Committee Working Summary

Summarise any considerations by Committees relating the identified cross cutting areas, such as dealing with those remitted items between committee, any escalation of the cross Committee working criteria.

Cross Committee Issues	
<b>Information Governance</b>	None.
<b>Internal and External Audit</b>	<p>The Audit Actions Tracker was considered by the ACGC in September and where relevant have been sent to each committee in the next round of meetings for information.</p> <p>At ACGC in September, there was a discussion on the actions relating to <b>Engagement</b>, and the delays with implementation. A report was being considered at the QSIC on 16 September outlining the progress and current position, next steps etc.</p> <p>This will be discussed by the Cross Chairs meeting on 25 September.</p>
<b>Risk</b>	None.
<b>Data and Digital</b>	None.
<b>Service Delivery</b>	<p>Discussion at QSIC and KRIC relating to the Health and Wellbeing Directorate programmes and how best these should be considered at Committee level, specifically the cross overs with KRIC and QSIC.</p> <p>This will be discussed by the Cross Chairs meeting on 25 September.</p>
<b>Clinical audit</b>	<p>Discussion at ACGC on the different types of Audit activity, and how Quality and Clinical Audit links with Internal Audit, how we ensure coverage across the organisation.</p> <p>This will be discussed by the Cross Chairs meeting on 25 September.</p>



### Section 3: Dates of next Committee Meetings

Date of next Committee meetings	
The next scheduled Committee meetings are as follows: (please note these are subject to change):	
Knowledge, Research and Information Committee	<a href="#">5 December 2024</a>
People and Organisational Development Committee	<a href="#">21 October 2024</a>
Audit and Corporate Governance Committee	<a href="#">14 January 2025</a>
Quality, Safety and Improvement Committee	<a href="#">25 November 2024</a>