

 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting Board </p> <p> Date of Meeting 28 November 2024 </p> <p style="text-align: right;">4.3</p>
--	---

Ratification of Chair's Action and affixing of the Public Health Wales NHS Trusts' seal

Executive lead:	Paul Veysey, Board Secretary and Head of Board Business Unit
Author:	Liz Blayney, Deputy Board Secretary and Deputy Head of Board Business Unit

Approval/Scrutiny route:	Paul Veysey, Board Secretary and Head of Board Business Unit
---------------------------------	--

Purpose

This report advises of agreements that have required the affixing of the Public Health Wales NHS Trusts' seal and identified any Chair's Actions that have been taken by the Chair of the Board.

Recommendation:				
RATIFY <input checked="" type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>

Recommendation

The Board is asked to:

- **Note** there was one occasion where Chairs Action was taken;
 - Approve by Chair's Action a three year call-off contract to Empyrean Digital Limited for the delivery of the Beta phase of the web transformation programme for a total value of £651,953 plus VAT.
- **Note** that there has been no use of the Common Seal to report to the Board:
- Take **assurance** that the action was taken in accordance with Section 8 of the Standing Orders.

Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to all 7 of the Strategic Priorities and Well-being Objectives.

Summary impact analysis

Equality and Health Impact Assessment	A specific Equality and Health Impact Assessment (EHIA) is not required in support of this report.
Risk and Assurance	In line with the Standing Orders an assurance report should be provided to the Board detailing the affixing of the common seal. The report also provides assurance that when Chair's action is taken it is taken in line with the Standing Orders.
Health and Care Standards	This report supports and/or takes into account the Health and Care Standards for NHS Wales Quality Themes Governance, Leadership and Accountability
Financial implications	There are no financial implications as a result of approval of this report.
People implications	There are no people implications as a result of approval of this report.

Purpose / situation

This report advises of agreements that have required the affixing of the Public Health Wales NHS Trusts' seal and identified any Chair's Actions that have been taken by the Chair of the Board.

Background

2.1 Chair's Action

In accordance with Section 2.1 of the Standing Orders there may occasionally be circumstances where decisions that would normally be made by the Board need to be taken between scheduled meetings, and it is not practicable to call a meeting of the Board. In these circumstances, the Chair and the Chief Executive, supported by the Board Secretary as appropriate, may deal with matters on behalf of the board – after first consulting with at least two other Non-Executive Directors.

2.2 Affixing of the Common Seal

In accordance with Section 8 of the Standing Orders, the Public Health Wales NHS Trust Common Seal may be affixed and entered onto the Register of Sealing when the entry is signed by the Chair and the Chief Executive, and is witnessed by the Board Secretary and Head of Board Business Unit.

Description/Assessment

3.1 Chair's Action

There was one occasion since the last report where Chair's Action was taken on behalf of the Board.

3.2 Affixing of the Common Seal

There has been no use of the Common Seal to report to the Board.

On 25 October, The Chair of the Board, with the support of two Non Executive Directors approve the following:

- Approve by Chair's Action a three year call-off contract to Emyprean Digital Limited for the delivery of the Beta phase of the web transformation programme for a total value of £651,953 plus VAT.

Recommendation

The Board is asked to:

- **Note** there was one occasion where Chairs Action was taken;
 - Approve by Chair's Action a three year call-off contract to Empyrean Digital Limited for the delivery of the Beta phase of the web transformation programme for a total value of £651,953 plus VAT.
- **Note** that there has been no use of the Common Seal to report to the Board:
- Take **assurance** that the action was taken in accordance with Section 8 of the Standing Orders.