

 GIG CYMRU NHS WALES	Iechyd Cyhoeddus Cymru Public Health Wales	Name of Meeting Board
		Date of Meeting 27 January 2022
		Agenda item 4.5a

Composite Committee report for Board

Reporting Committee	Chair	Lead Executive Director	Date of last meeting
Quality, Safety and Improvement Committee	Kate Eden	Rhiannon Beaumont-Wood, Executive Director Quality, Nursing & Allied Health Professionals/ Meng Khaw National Director of Health Protection and Screening Services and Medical Director	10 November 2021
<i>Knowledge, Research and Information Committee</i>	Sian Griffiths	Iain Bell, National Director Public Health Data, Knowledge and Research	08 December 2021
Audit and Corporate Governance Committee	Dyfed Edwards	Huw George, Deputy CEO and Executive Director Operations and Finance / Helen Bushell, Board Secretary and Head of Board Business Unit	20 January 2021

Please note, due to the timings of the Audit and Corporate Governance meeting, the Chair will provide a verbal update.

Summary of key matters considered by the Committee and any related decisions made:

Quality, Safety and Improvement Committee

10 November 2021 meeting

The Committee considered the following matters for **assurance**:

- **Took assurance** that the recovery of the screening programmes was progressing and that there was continued development of the programmes as required.
- **Took assurance** on the winter planning within the Health Protection and microbiology services for 2021-22.
- **Took assurance** on arrangements in place to deliver the staff flu campaign.
- **Took assurance** on the effective management of Putting Things Right.

Summary of key matters considered by the Committee and any related decisions made:

- **Took assurance** on the effectiveness of the management of risk relating to the Committee's remit.
 - **Took assurance** on the quarterly Health and Safety report, and that appropriate governance and operational measures were in place to monitor compliance.
 - **Took assurance** on the approach to review the Health and Care Standards Plan for 2021-22, noting that the outcome of the self-assessment will be reported at Committee in the first quarter of 2022-23.
 - **Took assurance** on the prioritisation and progress being made to review Quality, Safety and Improvement policies, procedures and other written control documents.
 - **Took assurance** that access to the current datix system would be retained during implementation of the new Once for Wales Concerns Management system.
- Took assurance** on the quarterly management of alerts received by Public Health Wales.
- Took assurance** on the approach to implement the Health and Social Care (Quality and Engagement) (Wales) Act 2020 within Public Health Wales.

The Committee considered Quality Indicators and the Performance Assurance Dashboard, and **agreed** to trial the use of the new dashboard for the Putting Things Right Report at the next Committee meeting.

Knowledge, Research and Information Committee

08 December 2021 meeting

The Knowledge Research and Information Committee held its first meeting since it was suspended in March 2020. The focus of this meeting was a workshop style session to discuss opportunities and areas of focus for the development of the Research Strategy.

The workshop covered how to identify:

- Areas of strength and weakness across wider Welsh system;
- Engagement of PHW in research and evaluation and its unique strengths;
- Areas for improvement and opportunities for development;
- Priorities for research, evaluation and analysis
- Key principles for Research in Public Health Wales

The Committee also considered the focus of its work plan for the next year and agreed to focus on:

- The development of the Research and Evaluation strategy.
- The development of an approach to partnering.
- The development of a Digital and Data Strategy that aligned with the developing All-Wales NHS Digital Strategy.
- The right governance in place to enable delivery against each of the strategies.
- Deep dives on areas of focus (mainly cross-cutting).

Summary of key matters considered by the Committee and any related decisions made:**Key risks and issues/matters of concern of which the Board needs to be made aware:****Quality, Safety and Improvement Committee**

No key risks or matters of concern to raise at this time.

Knowledge, Research and Information Committee

No key risks or matters of concern to raise at this time.

Delegated action taken by committees:**Quality, Safety and Improvement Committee**

The Committee **approved**

- the revised Outbreak Incident Management Policy and Procedure for immediate implementation.

Knowledge, Research and Information Committee

None

Unconfirmed Minutes for Committees are available on request.

Previously confirmed minutes can be found on the website at

<https://phw.nhs.wales/about-us/board-and-executive-team/board-committees/>

Date of next Committee meetings

The Board considered a governance report at its meeting on 25 March 2021 and agreed the following:

- Quality, Safety and Improvement Committee to operate within their scheduled meeting pattern; increased to 5 meetings during 2021/22;
- Audit and Corporate Governance Committee* to operate within their scheduled meeting pattern of 5 meetings during 2021/22;
- People and Organisational Development Committee resume as of 1 April 2021, and operate within their scheduled meeting pattern of 4 meetings during 2021/22

The Board agreed at its meeting on 29 July that:

- Knowledge, Research and Information Committee would resume in Quarter 3 2021/22

The next scheduled Committee meetings are as follows (please note these are subject to change):

<i>Audit and Corporate Governance Committee</i>	20 January 2022 16 March 2022
<i>Quality, Safety and Improvement Committee</i>	15 February 2022

<i>People and Organisational Development</i>	16 February 2022
<i>Knowledge, Research and Information Committee</i>	10 March 2022