Cross Committee Working - Discussion Document

- Information Governance
- Internal and External Audit
- Clinical Audit
- Risk

- Data and digital

ACGC **KRIC**

QSIC **PODC**

- Service Delivery

- Workforce
- Equality

PODC | QSIC | KRIC | ACGC

Information Governance

Data and Digital

Clinical Audit

Service Delivery

Equality

Risk

Internal and External Audit
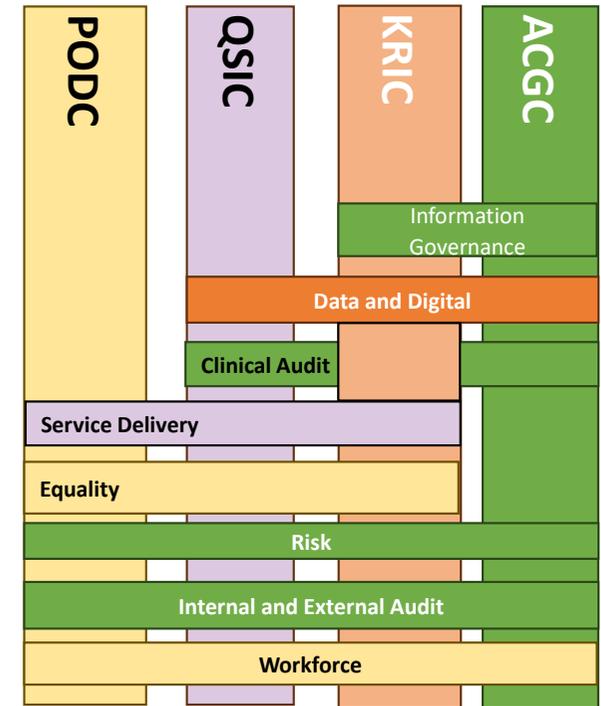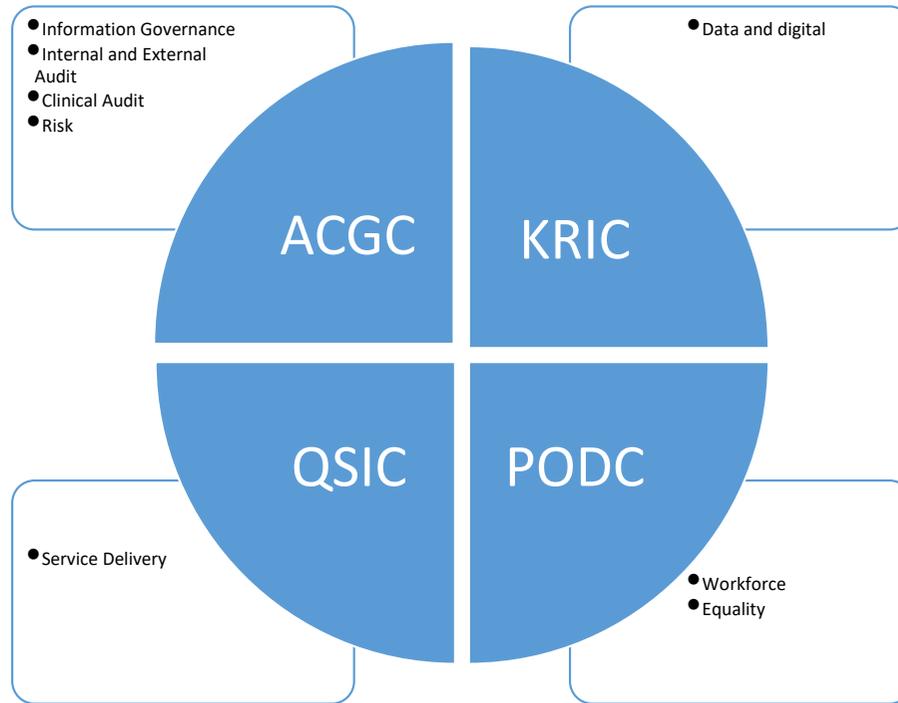
Workforce

To support the cross cutting approach, based upon the degree of crossover identified these items would be mapped into the work plans for each Committee. The Committee Chairs will review and discuss the approach to these items on a quarterly basis. gested that we agree on the options for dealing with issues that fall within remit of more than one Committee, based on the risk identified.

Approach level:	Action
Low risk : no current issues identified	No action, share / feedback via the chairs report to Board
Low risk : issues identified currently needing further review	Refer / remit between committees and monitor outcomes through the Composit Chairs report to Board / Joint action log
Medium risk : issues identified requiring joint discussion	Invite the Chair of the other Committee to attend for that item
High risk : Escalation required	Consider joint approach, either joint meeting or item would be considered at both meetings with a different focus / purpose with a debrief between Chairs following. Escalation to Board if not resolved.

Current Cross Cutting Issues - Summary		
Current Cross Cutting Issues	**Primary Committee**	**Secondary Committee/s**
Information Governance	ACGC	KRIC
Internal and External Audit	ACGC	All
Risk	ACGC	All
Workforce	PODC	All
Data and Digital	KRIC	QSIC , ACGC
Service Delivery	QSIC	KRIC, PODC
Equality:		
1. Our Workforce, Board and Committees	PODC	QSIC, KRIC
2. Listening to and Understanding our People	PODC	QSIC, KRIC
3. Fair Pay	PODC	QSIC, KRIC
4. Culture and Leadership	PODC	QSIC, KRIC
5. Data and Systems	KRIC	QSIC, PODC
6. Access to Services and our Environment	QSIC	KRIC, PODC

Detailed approach to Cross Cutting Issues:

Internal / External Audit

Primary Committee	Role of other Committees
ACGC receives all final reports following audit reviews, including the results of internal and external audit. For assurance: - on the adequacy of executive and managements response to issues - The timeliness of the actions	Where the subject matter of an audit report falls within the remit of one of the other Board Committees, the report is also submitted to that Committee, following consideration at ACGC. The role of the Remit Committee is to receive the report and to consider the recommendations made in the context of its work plan, and the areas of focus within its remit. Where relevant, the information contained in the reports will then be used to inform discussions of items on the work plan for the Committee. (Refer to the Audit Protocol for further details)
ACGC also retains oversight of the implementation of actions resulting from such reviews. Audit Activity Plan will be developed for 2024/25 summarsising the planned activity for 2024/25.	Audit Activity Plan will also be discussed by the Chairs group on a quarterly basis.

Clinical Audit

Primary Committee	Role of other Committees
ACGC receives for assurance on the overall system in place for clinical audit to ensure that there is an effective clinical audit function. This is achieved by sharing the finalised work plan following review by QSIC.	The QSIC will seek more detail on the clinical outcomes and improvements made as a result of clinical audit, and provide assurance to ACGC on the quality of these arrangements.

Risk

Primary Committee	Role of other Committees
ACGC has oversight of the overall system for risk management (system for internal control) and the management of Strategic and Corporate risks within the organisation. (Refer to the **Risk Protocol** for further details). The Committee's role is to seek assurance on the adequacy and effectiveness of the overall system of risk within the organisation.	The role of the other Board Committees is to consider the Corporate and Strategic Risks within their remit, and provide assurance to the Board and, where appropriate, the Audit and Corporate Governance Committee that the risks within their remit are being managed appropriately (Refer to the **Risk Protocol** for further details)

Equality, Diversity and Inclusion (EDI)

Primary Committee	Role of other Committees	
PODC	QSIC	KRIC
PODC retains overall oversight of EDI, and specifically considers equalities from a workforce perspective. This includes: · Approval of the annual reports relating to EDI, including: Gender Pay Gap, Equalities Annual Report, Welsh Language Annual Report. · Oversight of the workforce EDI data and the development of the EDI Dashboard. Overall oversight for the overall delivery of the Strategic Equalities Plan including the equality objectives and action plan.	Considers equality within our services.	Considers equality issues within the context of Data and Research (for example - development of organisational standards to ensure equality in data collection for research and evaluation, with particular reference to bias in funding allocation and research design)

The Strategic Objectives relevant to the Committee are:

Objective 1: Workforce, Board and Committees	Objective 6: Access to our services and buildings	Objective 5: Data and systems
Our workforce will more closely reflect the population of Wales (according to Office for National Statistics data) in terms of protected characteristics and Welsh speakers in each pay band throughout each year of this plan.	We will make sure our services are accessible and that they can respond to the different and changing needs of the people who use them. This will include removing physical and other barriers to make sure our buildings, including where we provide our services, are accessible.	We are committed to understanding the people we work with and for. We will make sure that we use a range of ways to gather information about our population and ask for feedback. We remain committed to acting on the feedback we receive, making improvements where needed.

Objective 2: Listening to and understanding our people
We will continually learn about equality, diversity and inclusion and the actions that positively affect them. We will give employees an effective voice, act on the feedback we receive, and welcome staff, the public and other organisations to actively challenge our actions.
Objective 3:Fair pay

Fair pay, we will be a fair employer, and will identify our pay gaps for each protected characteristic. We will endeavour to halve the pay gaps for Gender, Ethnicity and Disability within the next four years.		
Objective 4: Culture and leadership		
We will create an inclusive environment in which equality, diversity and inclusion are prioritised, and staff feel they belong, are safe, can be themselves without fear of being judged, and are supported to develop, thrive and reach their full potential		

Service Delivery		
Primary Committee	**Role of other Committees**	
QSIC	**KRIC**	**PODC**
Service delivery / performance will be considered by the subject matter Committee. For example the delivery of the following services would be considered by QSIC: · Population health outcomes · Screening Services · Microbiology	KRIC's role includes the development of data and research across the organisation to support service delivery.	PODC will consider the whether we have the appropriate workforce to deliver our services.

Workforce matters		
Primary Committee	**Role of other Committees**	
Overall remit for workforce matters, including workforce planning and the arrangements in place to support the organisation deliver its strategic objectives, this includes the implications for workforce planning arising from the development strategies and plans.	All Committees will consider specific service level workforce issues. These will be communicated to PODC for consideration as part of the wider, organisational level approach for workforce.	For example, issues may be considered at QSIC relating to a hard to recruit to post that could effect service delivery. ACGC - for example appropriate workforce skills and capacity to deliver compliance functions.

Information Governance Compliance	
Primary Committee	**Role of other Committees**
Information Governance Compliance is with ACGC to take assurance on the overall management and compliance with the relevant Information Governance requirements as an organisation.	KRIC will consider specific IG issues relevant to the provision of data within the organisation, and specifically within the context of the implementation of the Digital and Data Strategy.

Data and Digital		
Primary Committee	**Role of other Committees**	
KRIC considers the Data and Digital agenda, progress and developments.	Issues may arise within the context of service delivery at QSIC, that require a digital solution.	ACGC will consider data in the context of IG.