



## Ratification of Chair's Action

<b>Executive lead:</b>	Helen Bushell, Board Secretary and Head of Board Business Unit
<b>Author:</b>	Liz Blayney, Deputy Board Secretary and Board Governance Manager

<b>Approval/Scrutiny route:</b>	Helen Bushell, Board Secretary and Head of Board Business Unit
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### Purpose

This report identifies any Chair's Actions that have been taken by the Chair of the Committee.

### Recommendation:

RATIFY <input checked="" type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
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The Committee is asked to:

- **Note** the occasion where Chair's Action was taken;
- **Receive assurance** that the actions were taken in accordance with Section 2 of Standing Orders;
- **Ratify** the Chair's action to approve:
  - (1) the All Wales Information Governance Policy
  - (2) the All Wales Information Security Policy
  - (3) the All Wales Internet Use Policy.

**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**

<b>Equality and Health Impact Assessment</b>	A specific Equality and Health Impact Assessment (EHIA) is not required in support of this report.
<b>Risk and Assurance</b>	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.
<b>Health and Care Standards</b>	This report supports and/or takes into account the <a href="#">Health and Care Standards for NHS Wales</a> Quality Themes Governance, Leadership and Accountability
<b>Financial implications</b>	There are no financial implications as a result of approval of this report.
<b>People implications</b>	There are no people implications as a result of approval of this report.

## **1. Purpose / situation**

This report identifies any Chair's Action that have been taken by the Chair of the Committee, for ratification by the Committee.

There have been three Chair's Actions taken since the last report to the Committee.

## **2. Background**

### **2.1 Chair's Action**

For Committees of the Board, arrangements for Chair's Action is outlined in Section 7 of the Standard Terms of Reference and Operating Arrangements for all Committees of the Board.

There may, occasionally, be circumstances where decisions which would normally be made by the Committee need to be taken between scheduled meetings, and it is not practicable to call a meeting of the Committee. In these circumstances, the Committee Chair and the Lead Executive, supported by the Board Secretary as appropriate, may deal with the matter on behalf of the Committee - after first consulting with at least one other Non-executive Director. The Board Secretary must ensure that any such action is formally recorded and reported to the next meeting of the Committee for consideration and ratification.

## **3. Description/Assessment**

### **3.1 Chair's Action**

There have been three occasions where Chair's Action has been taken on behalf of the Committee.

The Chair's Actions approved the:

- All Wales Information Governance Policy;
- All Wales Information Security Policy: and
- All Wales Internet Use Policy

The Policies have been developed on an All Wales Basis and all NHS Wales bodies were asked to adopt these policies. The Business Executive Team considered them on 6 July 2021 and approved their submission to Committee; the next available meeting of the Committee was not until 15 September 2021.

#### 4. Recommendation

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