

 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting People and Organisational Development Committee Date of Meeting 09 July 2024 Agenda item: 4.2 </p>
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Ratification of Chair's Action

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

Approval/Scrutiny route:	Paul Veysey, Board Secretary and Head of Board Business Unit
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<p>Purpose</p> <p>This report identifies the Chair's Action that has been taken by the Chair of the People and Organisational Development Committee.</p>

Recommendation:				
RATIFY <input checked="" type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Note the occasion where a Chairs Action was taken; <ul style="list-style-type: none"> ○ Approval of the adoption of the All-Wales Medical Appraisal Policy. • 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 6 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	The report provides assurance that when Chair's action is taken it is taken in line with the Standing Orders.
Health and Social Care (Quality and Engagement) (Wales) Act	This chairs action supports the principles of the Duty of Candour Act.
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 identifies the Chair's Action that has been taken by the Chair of the People and Organisational Development Committee.

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 Committee need to be taken between scheduled meetings, and it is not practicable to call a meeting of the Committee. In these circumstances, the Chair and the Chief Executive, supported by the Board Secretary as appropriate, may deal with matters on behalf of the Committee – after first consulting with at least two other Non-Executive Directors.

Description/Assessment

3.1 Chair's Action

There has been one occasions since the last report where a Chair's Action was taken on behalf of the People and Organisational Development Committee.

All Wales Medical Appraisal Policy

On 17 May 2024, the Chair and Chief Executive, supported by the Board Secretary and after first consulting with at least one other Non-Executive Directors, **approved** the adoption of the All-Wales Medical Appraisal Policy.

The Office of the Medical Director (OMD) is currently being audited by the Audit and Assurances Team, NWSSP. It has been highlighted that there is no approved All Wales Policy within PHW organisation in relation to Appraisals. To ensure PHW are complaint with audit standards, the policy has been replicated and annotated as PHW being the Designated Body.

The Policy was circulated to Trade Union / Staff Side Representatives for comment on the 10 and 11 April, including those who attend the People and Organisational Development Committee. No changes were requested. The Policy was considered by the Leadership Team at its meeting on the 25 April and subsequently gave approval to endorse the Policy to the Committee for adoption.

Recommendation

The Committee is asked to:

- **Note** the occasion where a Chairs Action was taken;



- **Approval** of the adoption of the All-Wales Medical Appraisal Policy.
- Take **assurance** that the action was taken in accordance with Section 8 of the Standing Orders.