

 <p> <b>GIG</b>      CYMRU  <b>NHS</b>      WALES   </p> <p>     Iechyd Cyhoeddus      Cymru      Public Health      Wales   </p>	<p> <b>Name of Meeting</b>          Board  <b>Date of Meeting</b>          25 January 2025  <b>Agenda item:</b>          3.4       </p>
--	---

<b>Composite Committee Report for Board</b>			
<b>Reporting Committee</b>	<b>Chair</b>	<b>Lead Executive Director</b>	<b>Date of meeting</b>
Knowledge, Research and Information Committee	Sian Griffiths	Iain Bell, National Director Public Health Data and Knowledge.	<a href="#">5 December 2023</a>
Quality, Safety and Improvement Committee	Diane Crone	Claire Birchall, Interim Executive Director Quality, Nursing and Allied Health Professionals.  Meng Khaw, National Director Health Protection and Screening, Executive Medical Director.	<a href="#">13 December 2023</a>
People and Organisational Development Committee	Mohammed Mehmet	Neil Lewis, Director of People and Organisational Development	No meeting in this reporting period
Audit and Corporate Governance Committee	Nick Elliott	Huw George, Deputy Chief Executive, Executive Director Operations and Finance  Paul Veysey, Board Secretary and Head of Board Business Unit	No meeting in this reporting period
<i>Links to the agenda and papers for these meetings are included on the dates above.</i>			

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

### Knowledge, Research and Information Committee (5 December 2023)

The Committee:

- **Considered** a Deep Dive on addictive behaviours which focused on drug use and gambling.
- **Considered** a Deep Dive relating to data analysis and research in support of public health impacts of climate change strategic policy.
- **Considered** an update on the implementation of the digital and data strategy.
- **Considered** an Equality and Research presentation relating to Digital Inequalities for use in future health care settings and took **assurance** on the progress made in this area.
- **Considered** a paper proposing the areas of research during 2024 which would be crucial to the Organisation's role to deliver the long term strategy.
- **Considered** the latest version of the Corporate Risk Register for the risks within the remit of the Committee and took **assurance** on the management of Corporate Risks within the Organisation.
- Took **assurance** on the prioritisation and progress being made to review Corporate policies, procedures and other written control documents within the remit of the Committee.

### Quality, Safety and Improvement Committee (13 December 2023)

The Committee:

- **Undertook** a Screening Services Workshop, which was designed to follow up on the recommendations within the Audit Wales report into the recovery of screening services arrangements, particularly around the structure of the reports to provide clear reporting of progress, the risks associated with recovery and assurance about the delivery of screening services. The Committee agreed to consider a revised draft of the report at its next meeting in February 2024.
- Took **assurance** on the effective management of the Putting Things Right processes led by the Quality, Nursing and Allied Health Professionals directorate.
- Took **assurance** on the effective management system for the distribution, management, monitoring and appropriate record keeping of safety Alerts / safety notices received by the organisation,
- **Considered** the Quality and Clinical Audit Update and took **assurance** that the annual audit plan was progressing well, that new audits had been identified and added to the plan where required,
- Took **assurance** on the update on the arrangements of Medical Devices Management, noting the successful recruitment update and approval of the Medical Devices Management Policy.
- **Considered** the Quarter 3 Health and Safety Report and took **assurance** that appropriate measures were in place to monitor compliance and to address areas identified for improvement,
- **Noted** the Reporting Group Update and the respective Terms of Reference for the subgroups (Infection Prevention & Control (IPC), Safeguarding and Health and Safety).

**Key risks and issues/matters of concern of which the Board needs to be made aware:****Knowledge, Research and Information Committee (5 December 2023)**

None.

**Quality, Safety and Improvement Committee (13 December 2023)**

None.

**Delegated action taken by committees:****Knowledge, Research and Information Committee (5 December 2023)**

None

**Quality, Safety and Improvement Committee (13 December 2023)**

The Committee **approved** the:

- Putting Things Right Incident Management Procedure
- Putting Things Right Complaints Procedure
- Medicines Management Policy
- Medical Devices Management Policy
- The minor change to the All Wales Consent to Examination or Treatment Policy
- The Exposure to Injury and Safe Management of Sharps Policy

**Date of next Committee meetings**

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

<i>Knowledge, Research and Information Committee</i>	5 March 2024
<i>Quality, Safety and Improvement Committee</i>	21 February 2024
<i>Audit and Corporate Governance Committee</i>	29 January 2024
<i>People and Organisational Development Committee</i>	6 February 2024