

 <p>lechyd Cyhoeddus Cymru Public Health Wales</p>	<p>Name of Meeting Board Date of Meeting 28 March 2024 Agenda item: XX</p>
---	---

Composite Committee Report for Board

Reporting Committee	Chair	Lead Executive Director	Date of meeting
Audit and Corporate Governance Committee	Nick Elliott	<p>Huw George, Deputy Chief Executive, Executive Director Operations and Finance</p> <p>Paul Veysey, Board Secretary and Head of Board Business Unit</p>	<p>29 January 2024</p> <p>19 March 2024 *</p>
People and Organisational Development Committee	Mohammed Mehmet	Neil Lewis, Director of People and Organisational Development	06 February 2024
Quality, Safety and Improvement Committee	Diane Crone	<p>Claire Birchall, Interim Executive Director Quality, Nursing and Allied Health Professionals.</p> <p>Meng Khaw, National Director Health Protection and Screening, Executive Medical Director.</p>	21 February 2024
Knowledge, Research and Information Committee	Sian Griffiths	Iain Bell, National Director Public Health Data and Knowledge.	05 March 2024

*Links to the agenda and papers for these meetings are included on the dates above.
A verbal update on the 19 March 2024 Audit and Corporate Governance Committee will be provided at the March 2024 Board meeting and a written update provided at the following Board meeting.

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

Audit and Corporate Governance Committee (29 January 2024)

The Committee:

- **Considered** and the Audit recommendations tracker and took **assurance** that the actions on the Audit Tracker were being managed effectively by the Leadership Team.
- **Considered** and the progress with the implementation of Management responses for the Health Improvement (Population Health) Internal Audit actions and took **assurance** that the actions on this Tracker were being managed effectively by the Leadership Team.
- **Considered** and **noted** the Internal Audit Progress Report.
- **Considered** and **noted** the Business Continuity and Technical Resilience Internal Audit Report.
- **Considered** and **noted** the Finance - use of Procurement Cards Internal Audit Report.
- **Considered** and **noted** the Audit Wales Update Report.
- **Considered** and **noted** the Audit Wales the Annual Audit Report.
- **Considered** and **noted** the Structured Assessment Report which presented the findings from the Auditor General's 2023 structured assessment work at Public Health Wales.
- **Considered** and **noted** the Workforce Planning Report which looked at how the organisation could improve the strategic approach to workforce and to improve workforce intelligence.
- **Received** and took **limited assurance** on the Procurement Report and **noted** the amended Report would be submitted at the March Committee meeting.
- **Received** and took **assurance** that all losses and special payments had been made in accordance with the requirements of the Standing Financial Instructions (SFIs).
- **Considered** and **approved** the Review of Potential Write-Offs Report for the financial year 2023 to 2024 detailing the writing-off of bad debts and claims abandoned in accordance with the requirements of the Standing Financial Instructions.
- **Considered** and took **assurance** that the Annual Accounts Plan 2023/24 that the Trust had an appropriate plan in place for the production of the Financial Statements and Accountability Report for 2023/24 in line with the statutory deadlines.
- **Considered** a verbal Cyber Security update and took **assurance** on the management of Cyber Security within the Organisation.
- **Considered** and took **assurance** on the management of Counter Fraud within the organisation.
- **Received** and took **assurance** from the Information Governance Report.

People and Organisational Development Committee (06 February 2024)

The Committee:

- **Considered** the Audit Wales Workforce Planning Report, noting that that the implementation of the recommendations would be reported the Committee as part of the Audit Recommendations Tracker on a quarterly basis.
- **Considered** a verbal update provided in relation to recent Trade Union Partnership Working Forum discussions.
- Took **assurance** on the information contained within the Performance Assurance Workforce Dashboard and the resulting discussion around sickness levels, exit interviews and statutory and mandatory training compliance.
- Considered a presentation on the appraisal compliance within the Health Protection and Screening Services Directorate.
- Took **assurance** on the Strategic and Corporate Risks relevant to the Committee's remit.

- Took **assurance** on progress towards the Anti-racist Wales Action Plan and Workforce Race Equality Standard (WRES).
- Considered an update on Welsh Language Compliance within the Organisation, and took **assurance** on both the plans to address weak areas, and the goals over the coming year.
- Took **assurance** on progress with requests made to the Board by the Staff Diversity Networks to date.
- Took **assurance** on the progress with the implementation of the actions within the Speaking Up Safely Action Plan.

Quality, Safety and Improvement Committee (21 February 2024)

The Committee:

- **Considered** an update on the implementation of the Clinical Governance Framework, and the development of an operational group to support the delivery of quality across the Organisation. The Committee will consider a presentation on progress to date and the next steps at the May Committee meeting.
- **Considered** an update on the development of a revised Screening Services report to the Committee, following the Committee workshop and Board Development Sessions held in December 2023 on the audit recommendations of the recovery of screening services. The Committee confirmed that they were **content** with the approach outlined within the report.
- **Considered** the Health and Safety quarter 3 report and took **assurance** that appropriate measures were in place to monitor compliance and to address areas identified for improvement. The Committee also considered a presentation on Health and Safety Incidents and a case study on staff safety within Microbiology.
- **Considered** the Quality Governance Performance Report, which was a new composite report incorporating two domains of quality assurance and quality improvement. The Committee **noted** the performance standards being achieved and areas for improvement, and took **assurance** that appropriate governance was in place to govern safe, timely, effective, equitable and person-centred services via Putting Things Right, Management of Alerts, and the work of the Safeguarding and IPC group.
- Took **assurance** on progress to meet the requirements of the Duties of Candour and Quality in Public Health Wales
- Took **assurance** on the Strategic and Corporate Risks relevant to the Committee's remit.
- Took **assurance** that progress had been made in delivering 'Our Approach to Engagement' over the last three years and noted the recommendations around service user experience and the roll out of Civica. The Committee requested a mid- update on progress, including the Young Ambassador programme.
- **Considered** an update on the actions within the Tuberculosis action plan and took **assurance** on the progress with the implementation of actions within Public Health Wales.
- **Considered** the Emergency Preparedness Resilience and Response (EPRR) Welsh Government Emergency Planning Report for 2023 and noted the Organisations efforts to strengthen and improve its EPRR function and business continuity. The Committee took **assurance** in relation to the organisation's compliance with the requirements of the Civil Contingencies Act [2004] and the NHS Wales Emergency Planning Core Guidance [2015].

Knowledge, Research and Information Committee (05 March 2024)

The Committee:

- **Considered** a deep dive presentation on the role of Public Health Wales in addressing mental health issues in Wales, and the work underway in terms of mental health research and services.
- Considered an overview of a digital routemap and took **assurance** on the progress to deliver the digital and data strategy projects, and improving the use of digital, data and technology to deliver excellent public health services.
- Took **assurance** on the update report on the breast test cohort selection tool and Diabetic Eye Screening Wales automation work.
- **Noted** the progress under way on the Welsh Health Equity Solutions to date, and considered the monitoring and evaluation that is underway and planned.
- Took assurance that Public Health Wales, and the Research and Evaluation team were delivering steadily on the core elements of the Research and Evaluation strategy.
- Took **assurance** that the work on developing a vision for academic public health research was progressing with milestones and a plan for publication of the forthcoming report and considered the implications for Public Health Wales and its role as a system convener.
- **Considered** an update on the development of the Genomics programme including the plan to deliver a digital blueprint for Genomics in 2024/25 and the aim to develop a research plan for Public Health Genomics.
- Took **assurance** on the Strategic and Corporate Risks relevant to the Committee's remit.

Key risks and issues/matters of concern of which the Board needs to be made aware:

Audit and Corporate Governance Committee (29 January 2024)

None.

People and Organisational Development Committee ((06 February 2024))

None.

Quality, Safety and Improvement Committee (21 February 2024)

As part of the Committee's consideration of the Quality Governance Performance Report, the Committee highlighted concern around Digital Health and Care Wales's capacity issues delaying improvements for Cervical Screening Wales and considered whether to escalate this to the Board.

Knowledge, Research and Information Committee (Date)

None

Delegated action taken by committees:

Audit and Corporate Governance Committee (29 January 2024)

The Committee **approved** the following:

- Disposal of obsolete and surplus equipment,
- Stores Financial Control Procedure
- Budgetary Control Procedure
- Purchasing Card Procedure
- Risk Protocol

People and Organisational Development Committee (06 February 2024)

The Committee **approved** the following:

- Gender Pay Gap Annual Report 2022-23
- Redeployment Policy
- All Wales Flexible Working Policy
- Speaking Up Safely Protocol
- All Wales Raising Concerns Procedure

Quality, Safety and Improvement Committee (21 February 2024)

None

Knowledge, Research and Information Committee (05 March 2024)

The Committee **approved**:

- Intellectual Property Policy

Date of next Committee meetings

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

<i>People and Organisational Development Committee</i>	11 April 2024
<i>Audit and Corporate Governance Committee</i>	09 May 2024
<i>Quality, Safety and Improvement Committee</i>	20 May 2024
<i>Knowledge, Research and Information Committee</i>	06 June 2024