



**Confirmed Minutes of the Public Health Wales
Knowledge, Research and Information Committee
Public Meeting 21 September 2022, 09:30
Held via Microsoft Teams**

Present:		
Sian Griffiths	(SG)	Committee Chair and Non-Executive Director (Public Health)
Diane Crone	(DC)	Non-Executive Director (University)
Nick Elliott	(NE)	Non-Executive Director (Data and Digital)
In Attendance:		
Iain Bell	(IB)	National Director for Public Health Knowledge and Research
Liz Blayney	(LB)	Deputy Board Secretary and Board Governance Manager
John Bolton	(JB)	Director for NHS Quality Improvement and Patient Safety/ Director Improvement Cymru
Rhys Griffiths	(RG)	Business Relationships Manager, Open University (Wales)
Liz Heath	(LH)	Staff side Representative
Rebecca Hill	(RH)	Senior Public Health Specialist
Angela Jones	(AJo)	Acting Director of Health and Well-being
Meng Khaw	(MK)	National Director of Screening and Health Protection Services, Executive Medical Director
Heather Lewis	(HL)	Consultant in Public Health
Collette Mason	(CM)	Transformation Manager, Diabetic Eye Screening Wales
Stuart Silcox	(SS)	Assistant Director – Integrated Governance
Stephanie Wilkins	(SW)	Staff side Representative
Apologies		
Rob Bailey	(RB)	Staff side Representative

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Rhiannon Beaumont-Wood	(RBW)	Executive Director of Quality, Nursing and Allied Health Professionals
Mark Bellis	(MB)	Executive Director of Policy Research and Development, Policy, Research and International Development
Helen Bushell	(HB)	Board Secretary and Head of Board Business Unit
Tracey Cooper	(TC)	Chief Executive
Eleri Davies	(ED)	Deputy Medical Director and Head of HARP Programme, Health Protection Programmes
Jan Williams	(JW)	Chair
Secretariat		
Andrew Morton	(AM)	Board Support Officer

The meeting commenced at 09:30

KRIC 10/2022 Welcome, Introductions and Apologies

The Chair opened the meeting and welcomed everyone and **noted** that the meeting was being held electronically.

The Committee **noted** the apologies.

The Committee **noted** that the meeting was being recorded to support the accuracy of the minutes, the recording would be deleted once the minutes had been agreed at the following meeting in December 2022.

KRIC 11/2022 Declarations of Interest

There were no declarations of interest made, in addition to those already declared on the Declarations of Interest Register.

KRIC 12/2022 External Presentation – Open University (OU)

IB introduced RG the external speaker and explained that he and TC had held discussions with universities in Wales to explore forming strategic partnerships. The links with the Open University (OU) had progressed the furthest due to an alignment of their interests in targeting people in the lowest two quintiles of the index of multiple deprivation.

RG explained his role at the OU was working collaboratively together with workplaces, impacting staff and their development and thereby looking towards talent attraction and continued personal development in the workplace. (Link to Presentation)

The Open University had many areas of people development: Open Learn, Microcredentials, Degree Apprenticeships and 'Learning as a Benefit,' which had been identified as a potential PHW Learning Hub.

Open Learn was a free online learning resource offered by the OU to support personal development, and also showed a positive impact on mental health and well-being. There were several work related topics and no formal assessment at this level, it was designed to be a focus for people to learn and then to move on later to a more formal, structured course, e.g. an accredited course or a degree.

Microcredentials had been developed in recent years as a means of making university courses accessible to everybody without the pressure of studying towards a degree. This type of course could be tailored to the needs of individual employers and studies were faster in comparison to a degree and study time could be structured within work time. They were continually updated and developed to ensure value and relevance to the workplace. Recent surveys showed a greater than 92% excellent rating from participants which had encouraged the OU to move forward with further developments within this area.

Microcredentials course areas currently included: Business Operation (Financial Accounting for non-financial roles, Fundamentals of management accounting and Project Management); IT and Digital (Learning Foundations, Networking, Cyber Security Operations); Leadership and Management (Agile working; Uncertainty – Leadership, Decision and Action; Change – Operation and Design; People Management); Sustainability – Climate Change.

RG presented examples of what the OU could develop for PHW:

- Microcredentials was a tool to develop an individual both personally as well as for the Organisation – an invaluable asset which can be used when recruiting staff.
- Venture Graduate Scheme (in the Capital Region) – courses could be developed combining identified areas and particular skills needed and placing them on an open learn hub.

IB emphasised the importance of growing a data and digital workforce, and to consider how this could be enhanced by a partnership with the OU, offering courses to staff. IB had been in contact with NL and the People and Organisational Development Directorate, who were fully supportive of exploring these initiatives.

SG thanked RG for the informative presentation and opened the item to the Committee for discussion. The Committee discussed:

- That this area of development could support the Organisation's obligation towards socio-economic duty, and suggested that could be used to specifically target prospective employees, particularly from areas of greater deprivation.
- Support for the public health and physical activity modules, and suggested that further consideration be given to how we could upskill the wider workforce with these.

- Of particular note was the 'all online' availability of courses, which aligned with PHW's hybrid working approach.
- Query as to whether there were any face to face working with any of these modules; RG responded that previously only the degree apprenticeship scheme involved practice tutor visits. This had been suspended at lockdown, it remained predominantly online at present.
- Potential links and use within the Young Ambassador's programme to be explored.

The Committee asked for the following to be explored:

- The People and Organisational Development Directorate explore skills gaps within the organisation, and link in as part of the development of this proposal.
- The need to ensure that courses were Wales specific where appropriate, noting the Welsh Health Service in Wales differed from England in some areas. RG agreed to work with MK to ensure courses were contextualised for Wales.
- The availability of courses through the medium of welsh and how this could supported/explored.
- to explore the development of a Public Health course, which PHW could support in developing the content to utilise specialist knowledge.
- Any courses developed should ensure full inclusivity for those with protected characteristics.

Action: IB

SG thanked RG for the presentation and the discussion exploring how PHW could develop a strategic partnership with OU. She noted that IB would continue discussions with OU and other colleagues to develop proposals as appropriate.

SG asked that the Committee updated on these discussions, and those with other Universities.

Action: IB

KRIC 13/2022

Deep Dive: Diabetic Eye Screening

SG welcomed HL and CM to the meeting.

HL and CM gave a presentation on the work of Diabetic Eye Screening Wales (DESW) and the outcome of a systems review that had taken place. HL and CM highlighted the following:

- A 'Discovery' model had been undertaken to review the way in which diabetic eye screening was conducted in Wales. The full recommendations were presented to the Committee with the papers and the core recommendations were highlighted in the presentation.
- The current system was found to be outdated, and limited both in capacity (due to venue limitations and staff sickness/turnover), and flexibility of the booking system and availability of notifications.

Additionally, almost 50% of current patients were due or overdue an appointment.

- The review had showed a demand for more flexible appointments, the preference for SMS text appointment reminders, and for the opportunity/ facility to be able to select venue/evening appointment. It was recognised that a new IT system was needed which could be integrated with other NHS IT systems. The aim was for full integration with NHS-wide IT systems, thus reducing manual tasks, and to roll the system across all screening services.
- Currently the Programme Board was reviewing how to improve services and test out methodologies to try to improve the service. Recent examples have been a younger person's only clinic and a weekend and an evening clinic to test patient's responses.

DESW had welcomed the support offered by IB and his team to work to integrate systems between primary and secondary care. IB informed the Committee that his team were currently working to deliver an updated system to trial, they were also undertaking user research to deliver better end user experience.

MK thanked IB for his input and expertise in this area, and noted that this approach would be used as the blueprint for future transformations.

SG thanked HL and CM for their presentation. The Committee discussed the following:

- The cost element with 'Discovery' approach, and the need to ensure cost effectiveness and value for money.
- Remote access via people using apps to take photos of their eyes is an important aspect to consider, noting that some of Wales' population lived many miles from a DESW centre. HL advised that whilst this was an option, it was not one that was being explored at present due to significant investment that would be required, focus was being put on expanding the service provision offered by local ophthalmic practitioners to develop the offer.
- Further to this, HL advised one of the task and finish groups was established to look at the care home sector. This group was exploring the option of onsite screening visits from the DESW team to target this group, recognising the large number of diabetic patients within this setting.
- The impact changes to working practice on staff. HL advised that staff from People and Organisational Development were on the Transformation Board and a task and finish group was in place to work through any subsequent changes. Staff side representatives suggested early trade union would be beneficial, and HL/CL agreed to discuss this out of the meeting.

- The NHS app was discussed and IB confirmed that this was yet to be launched in Wales and that this service would be incorporated in to the app at the appropriate time.

SG thanked HL and CL for the presentation and the detailed discussion. She asked that the Committee be updated with progress in 6-12 months.

Action: IB/LB

KRIC 14/2022	Research and Evaluation Strategy
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KRIC 14.1/2022	Strategy Progress Update
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IB provided an update to the Committee on the progress with the development of the Research and Evaluation strategy:

- Research mapping across Public Health Wales had been conducted, together with user research with end users and stakeholders. A review and reflection exercise was also conducted on the 2019/25 PHW Research and Evaluation Strategy.
- The scope of research in the Organisation was broad; IB stressed the importance of ensuring breadth and diversity of research and to continue to research in all areas equally.
- The need to influence funders to fund priority work for the Organisation was highlighted; alongside the need to provide fit for purpose governance beyond the role of Health and Care Research Wales aligned with Medical Research Council work.
- The need for better engagement and outreach was identified, for example the use of common templates; improving the website; consistency; clear signposting; facilitating local health concerns; data manipulation; timely updating of health intelligence; creating 'products' designed for end-user usage; transparency; partnership conversations; contextualisation and future forecasting.
- Considerations for research strategy key areas for the strategy were: health economics; the consideration of compliance or gaps; availability of expertise and infrastructure to deliver research relevant to Wales; strategic partnerships; impact and consideration of lifespan and age groups being researched and the wider impact.
- Further work was needed to clarify our priorities, and our research governance arrangements be strengthened and integrated with other areas such as finances, legal, governmental.
- Data infrastructure needed to be developed alongside modelling to support multi-disciplinary teams.
- The principles of the research were identified as inclusive, multi-diplomacy, influential, joined-up and open by default.

SG thanked IB for the update and invited comments and questions from the Committee:

- Comment on the amount of work undertaken in the plan and focus of the approach to this work.

- It was suggested that research to benefit the population as a whole was a priority area to be explored.
- MK reminded the Committee of the statutory duty defined in the establishment order for Public Health Wales – which defines the role of research in screening. It was suggested that this should be built in to the narrative and would be a focus for discussion going forward.
- Agreed the open approach to adopt to move research forward; coupled with appropriate governance arrangements.
- Noted the need to take account of Welsh Government priorities whilst being mindful of the needs of the wider community – Local Government, Health Boards and Public Health Wales.
- Attention to specialist leadership roles be referenced, for example we employ a world leading expert in a field, we should actively develop, foster and promote research in that field.
- Future research should be tested against the sustainable development principle, five ways of working, wellbeing and the Future Generations Act, to ensure we are following the research path.
- Any research which is published should be published with an intent of action, to ensure research visible benefit is demonstrated.

SG thanked IB for the update, and noted that the Committees comments would be considered as part of the development of the strategy.

The Committee:

- **Received and considered** this paper on progress to date, in regards, to a review of PHW Research Strategy.
- Agreed to **provide views** on the emerging themes and areas

KRIC 15/2022	Digital and Data Strategy
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KRIC 15.1/2022	Strategy Progress Update
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The Committee received a verbal update from IB on the development of the Digital and Data Strategy.

IB informed the Committee that the Welsh Government delayed the sign off of their All Wales Digital Strategy pending the appointment of their Chief Digital Officer for Health and Care. IB noted that following this, Public Health Wales would review this all Wales Policy as the basis of the PHW Strategy.

The Committee **noted** the update.

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KRIC 16/2022	Managing Risk
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The Committee received a update from SS management of Corporate and Strategic Risks within the Committees remit.

<ul style="list-style-type: none"> • Considered the Strategic and Corporate Risk Register's relevant to the Committee's remit • Took assurance that the organisation's Strategic and Corporate risks are being managed appropriately 	
KRIC 17/2022	Committee Governance
KRIC 17.1/2022	Minutes, Action Log and Matters Arising
<p>The Committee received the minutes and action log of the meeting held on 16 June 2022.</p> <p>The Committee approved the minutes of the meeting held on 16 June 2022 as a true and accurate record of the meeting.</p> <p>There Committee approved the closure of one action on the action log.</p>	
KRIC 17.1/2022	Forward Look
<p>The Committee received the Forward Look for the Committee (8.2 KRIC 2022_09_21 - Forward Look).</p> <p>IB suggested he meet with NE to discuss that the balance of research and evaluation and digital and data themes being discussed by the Committee.</p>	
KRIC 18/2022	Closing Administration
<p>Any other business: None</p> <p>The Committee were invited to provide feedback from the meeting via email, including any areas that worked well, and any areas for improvement.</p> <p>Date of Next Meeting: 6 December 2022.</p>	
<i>The meeting closed at 11:45</i>	