

 <b>Iechyd Cyhoeddus Cymru Public Health Wales</b>	<b>Name of Meeting</b> Knowledge, Research and Information Committee <b>Date of Meeting</b> 08 March 2023 <b>Agenda item:</b> 9.2
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## Review of Committee Terms of Reference

<b>Executive lead:</b>	Liz Blayney, Acting Board Secretary and Head of Board Business Unit
<b>Author:</b>	Liz Blayney, Acting Board Secretary and Head of Board Business Unit

<b>Approval/Scrutiny route:</b>	Discussion with the Chair, Committee Members and Executive Lead.
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<b>Purpose</b> The Committees Terms of Reference were last reviewed in May 2022. Terms of Reference should be reviewed annually to ensure compliance with Standing Orders.  A review of the Committee Terms of Reference has taken place and suggested amendments are presented to the Committee, for a recommendation to the Board for approval.
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<b>Recommendation:</b>				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input checked="" type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input type="checkbox"/>
The Committee is asked to: <ul style="list-style-type: none"> <li><b>Consider</b> the proposed changes to the Committees terms of reference;</li> <li><b>Recommend</b> the revised terms of reference to the Board for approval.</li> </ul>				

<b>Link to Public Health Wales <a href="#">Strategic Plan</a></b>  Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.  This report contributes to the following:	
<b>Strategic Priority/Well-being Objective</b>	All Strategic Priorities/Well-being Objectives

<b>Summary impact analysis</b>	
<b>Equality and Health Impact Assessment</b>	Not required
<b>Risk and Assurance</b>	The organisation will not be compliant with its Standing orders if an annual review of terms of reference is not undertaken.
<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>	N/A
<b>People implications</b>	N/A

## 1. Purpose / situation

The purpose of this report is to present proposed revisions to the Committees terms of reference for consideration, and to recommend to the Board for approval.

## 2. Background

The Committees Terms of Reference were last reviewed in May 2022.

The Terms of Reference of Committees should be reviewed at least annually to ensure compliance with Standing Orders. A review of the Terms of Reference has taken place and suggested amendments are presented to Committee, to recommend to the Board for approval.

## 3. Summary of changes to Committee Terms of Reference

The proposed changes are intended to clarify the role and purpose of the Committee, and to fully articulate its remit. These changes are detailed in the table below.

A full copy of the revised terms of reference are included at appendix 1.

Section	Proposed Amendment
<b>Purpose</b>	Remove reference to information governance.
<b>Remit</b>	None
<b>Assurance</b>	addition of 1.3 <i>'Having the right knowledge, research, evaluation, data and analysis systems being in place to drive improvements in public health in Wales'</i>
	Removal of 'and information governance'
	Removal of 1.5 relating to cyber security

## 4. Recommendation

The Committee is asked to:

- **Consider** the proposed changes to the Committees terms of reference;
- **Recommend** the revised terms of reference to the Board for approval.