Unconfirmed Minutes of the Public Health Wales Knowledge, Research and Information Committee Public Meeting 13 June 2023, 14:00 Held in 3.2 CQ2 and via Microsoft Teams

Present:		
Sian Griffiths	(SG)	Committee Chair and Non-Executive Director (Public Health)
Diane Crone	(DC)	Non-Executive Director (University) (Joined at 15:43)
Nick Elliott	(NE)	Non-Executive Director (Data and Digital)
In Attendance:		
Sumina Azam	(SA)	Acting National Director of Policy, and International Health, World Health Organisation Collaborating Centre
Anne Beegan	(AB)	Audit Wales
Iain Bell	(IB)	National Director for Public Health Knowledge and Research
Fliss Bennee	(FB)	Head of Data
Julie Bishop	(JB)	Director of Health Improvement (For Item 4)
Liz Blayney	(LB)	Deputy Board Secretary and Board Governance Manager
Tom Connor	(TCo)	Head of Public Health Genomics Programme (For Item 9)
Tracey Cooper	(TC)	Chief Executive (Joined at 14:10)
Ashley Gould	(AG)	Programme Director – Behavioural Science Unit/Consultant
Rebecca Hill	(RH)	Senior Public Health Specialist
Meng Khaw	(MK)	National Director of Health Protection Services and Screening Services, Executive Medical Director (Joined at 15:25)
Elen De Lacy	(EDL)	Public Health Research and Development Manager (Joined at 14:50)

Louisa Nolan	(LN)	Head of Data Science, Knowledge Directorate (Joined at 14:07)
Stuart Silcox	(SS)	Assistant Director of Integrated Governance
Paul Veysey	(PV)	Board Secretary and Head of the Board Business Unit
Jan Williams	(JW)	Chair of the Board (Left at 15:30)
Stephanie Wilkins	(SW)	Staffside Representative (Joined at 15:00)
Apologies		
Rhiannon Beaumont-Wood	(RBW)	Executive Director of Quality, Nursing and Allied Health Professionals
Secretariat		
Andrew Morton	(AM)	Board Support Officer
The meeting commenced at 14:00		

KRIC 1/2023.06.13	**Welcome, Introductions and Apologies**

The Chair opened the meeting welcomed all present, noting the apologies received.

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 September 2023.

The Committee **noted** the apologies.

KRIC 2/2023.06.13	**Declarations of Interest**

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

KRIC 3/2023.06.13	**Minutes, Action Log and Matters Arising**

The Committee **considered** and **approved** the minutes of the meeting held on 8 March 2023.

The Committee considered the open actions on the action log and **noted** the red colour indicated an action which had passed its specified action date, or an action which required a response:

KRIC 2022/07: The development of academic public health research in Wales:
- IB advised that a steering group had been formed to develop a vision for academic public health research in Wales. Senior academics had been appointed and the group which includes the Chief Medical Officer (CMO) would report to the Committee in due course. It was agreed that the action be closed on this basis.
- IB would circulate a Terms of Reference for the Steering Group to the Committee.

Action: IB

KRIC 2022/04: The further development of links with the Open University.
- IB advised that the Open University's Public Health Wales e-learn portal was live. It was agreed that the action be closed on this basis.
- IB advised that Communications would be needed to publicise the availability of courses.

KRIC 2023/02: Deep Dive: Equality and Research:
- IB advised that meetings had taken place with Welsh Government and Digital Health and Care Wales and proposed that a substantial update was given at the September Committee meeting. It was agreed that this action remain open and the target date be extended to 13 September 2023.
  Action: IB

KRIC 2023/03: Research and Evaluation Strategy Update:
- IB advised that he proposed to deliver an update at the September Committee meeting explaining how the work of James Linde had informed priorities in developing the Strategy. It was agreed that this action remain open and the target date be extended to 13 September 2023.
  Action: IB

The Committee **approved** the closure of actions KRIC 2022/04 and KRIC 2022/07 on the Action Log and **approved** an extension to 13 September 2023 of actions KRIC 2023/02 and KRIC 2023/03.

| KRIC 4/2023.06.13 | Deep Dive: Promoting Healthy Behaviours |

IB introduced the Promoting Healthy Behaviours Presentation, focussing on the extent to which the organisation had the appropriate data, research and evaluation systems in place to effectively monitor the Organisation's impact and role as a system leader in the promotion of healthy behaviours.

The Committee discussed:
- Whether a communality existed between cohorts in various groups and how that data could be best utilised. JB informed the Committee that a national indicator existed which recorded members of the population with two or fewer healthy behaviours; additional insight work would be needed to evaluate prospective work in this area.
- Suggested psychographic data as an area for development for the Organisation; acknowledging the collection of accurate data in this area would be more challenging.
- Referenced the focus of Welsh Government on Anti-Racism agenda, and the aim to make sure that Wales is Anti-Racist by 2030. The Committee highlighted the importance of documenting the systematic lived

- experiences of the population as a way to engaging with communities, groups of individuals and specific age groups.
- Consideration be given to how data from these groups might be interrogated to support preventative interventions.
- IB informed the Committee that this would require collation of data from various sources; a review was currently underway to develop a system of data sharing. If data indicated a particular approach in one area had a positive impact on healthy behaviours, a small scale pilot would be developed to evaluate and check the data before a wider roll out was considered.

SG thanked the team for the informative presentation, and the Committee took assurance from the presentation.

The Committee **agreed** this work would continue to be monitored by this Committee on a regular basis.
Action: IB/LB

KRIC 5/2023.06.13	**For Approval**
KRIC 5.1/2023.06.13	**Research and Evaluation Strategy**

IB introduced the Research and Evaluation Strategy outlining how the strategy had been developed with i its development process.

The Strategy was presented for approval and, following stylistic and formatting alignment, it would be submitted to the Board for assurance, as part of the Committee Chair's Report to Board at its meeting on 27 July 2023.

EDL informed the Committee the Strategy had been widely distributed internally to ensure alignment, it had also been aligned to the Health and Care Research Wales Research and Development Framework.

The Committee discussed:
- The importance of working together and how the Strategy aligned with other documents and processes in the Organisation
- The accessibility to everyone in the Organisation
- The importance of seeking funds from a diverse funding base
- Future involvement on a broader scale to ensure the impact on health and well being

The Committee **approved** the Strategy, subject to any final formatting and stylistic amendments before submission to Board in the Knowledge, Research and Information Committee Chair's Report to Board at its meeting on 27 July 2023 for assurance.
Action: IB

KRIC 5.2/2023.06.13	**Digital and Data Strategy**

IB introduced the Digital and Data Strategy, he noted inclusion of comments received at the last Committee meeting, and the wide consultation around the Organisation including review by the Design Authority and by the Business Executive Team.

The Strategy was presented for approval and, following stylistic and formatting alignment, it would be submitted to the Board for assurance, as part of the Committee Chair's Report to Board at its meeting on 27 July 2023.

The Strategy was designed to support an All-Wales approach to Digital and Data, and to fulfil the Organisation's needs and deliver the Public Health service for Wales in managing IT services efficiently. It was a flexible strategy and would work well with cross organisational projects including the National Data Resource, SAIL Databank and emerging issues in Artificial Intelligence.

The Committee discussed:
- Computer programming languages, Fire, Application Programming Interfaces (APIs) and other international standards – these programming languages, applications and interfaces should be only recognised in the Strategy after further discussion has taken place to ensure they are relevant and fulfil the requirements expected.
- Staff had welcomed the results achieved with new digital and data equipment and procedures; they learned new skills and worked more efficiently. Further Organisation-wide learning has been identified and alignment with Agenda for Change was assured.
- How the organisation could use the People Promise to attract more Computer graduates seeking employment. This includes promoting the organisation's flexible working, 'Work Where it Works Best', holiday entitlement, all key factors to compete with the private sector.
- It was suggested that apprentiships should be considered as way to encourage and develop the talents of people at the beginning of their careers, with the prospect of nurturing them to grow and further develop in the Organisation.
- The need to consider those without access to digital technology or those not comfortable using digital technology for their health care needs. The Strategy had been designed using a multi-channel approach which allowed engagement with all groups regardless of their ability to use a computer. It was suggested liaising with the Older People's Commissioner for Wales Office.
- Digital poverty was highlighted as a major concern for many people, and should be considered further.

The Committee **approved** the Strategy, subject to any final formatting and stylistic amendments, submitted to the Board for assurance, as part of the Committee Chair's Report to Board at its meeting on 27 July 2023.
Action: IB/SG

KRIC 6/2023.06.13	Break
KRIC 7/2023.06.13	DESW: Discovery/Alpha update

FB provided a verbal update on the Diabetic Eye Screening Wales (DESW) Discovery and Alpha programmes, highlighting the following:

- Users from all areas of the service were consulted during the Discovery phase, and a concern was the number of non-attendance of patients for appointments which resulted in wasted time for staff and increased waiting time for all patients.
- The information indicated that Patients regarded DESW as the public face of a much larger service; Alpha stage would investigate how DESW could integrate with the rest of the diabetic eye care service providers.
- The DESW service relied on extensive manual data input work and to send out letters. Discovery work identified four key trial areas in the Alpha phase where manual work impacted the service:
  - patients to be reminded of their appointment
  - patients able to interact and change their appointment
  - automatic input of data on the system
  - the use of the NHS Wales app being developed by DHCW
- The Alpha work focused on two areas; business analysis identifying further key areas of concern; and an examination of the technical architecture to understand data flow through the system.
- A single booking system for all screening services was recommended with text message reminders to patients and a more cost effective method of sending letters was being investigated.
- A Power Automate algorithm was trialled with GP Surgery referrals and found to have 99.2% accuracy, much higher than recorded with manual entry. This equated to a 4,000 hour saving per year on manual entry input.

The Committee discussed:

- Whether it was possible to automate the link from GP surgeries. The route through DHCW was not available and FB's team were currently looking at a work around with the Primary Care Division to generate time savings both at Primary Care sites and at DESW.
- The impact on staff, and IB confirmed that staff were not negatively impacted by the increased use of automated systems; the time saved using the new systems would allow staff to focus their time on other work.
- Suggested at the use of the Welsh Clinical Portal Sharing be investigated as means to share diagnostic outputs with partners and patients.

The Committee **took assurance** on the progress made in the Discovery phase of the project and the trials which resulted in the Alpha phase. The Committee requested a further update on ongoing work at a future meeting.
Action: IB

KRIC 8/2023.06.13	Managing Risk

SS introduced the report on Strategic Risk 5 which was within the Committee's remit. The report summarised the 2022/23 Strategic Risk Register, Risk 5, that was within the remit of this Committee. Risk 5 was superseded by the new revised Strategic Risk Register that was approved by the Board in May 2023. The Risks from the 2022-23 Register were cross referenced to the new Strategic Risk Register and the actions either transferred to the new Register, closed down or deescalated to the Corporate Risk Register. The Committee noted that there were no Strategic Risks within its remit in the new register.

The Committee **considered** the Strategic Risk Register relevant to the Committee's and took **assurance** that the Organisation's Strategic risks within the remit of the Committee were being managed appropriately.

KRIC 9/2023.06.13	Genomics

MK introduced TCo and explained that the Genomic Programme had been developed in response to the Welsh Government's Strategy and 5-year plan to establish genomics as a method of improving health through precision medicine. The Organisation would work closely with the All-Wales Genomic Service and Gene Park Wales to support Genomic partnership arrangements in Wales.

The Committee received the Genomics presentation which included:
- An introduction to Genomics.
- Elements of the Genomics ecosystem relevant to the Organisation.
- Genomic services currently working at Public Health Wales.
- The Genomics programme proposed.
- Plans for Genomics in the future.

The Committee discussed:
- The importance of monitoring and responding to issues concerning information governance pertaining to human genome work, how the Genomics work aligned with the Data Strategy and how this impacted on information governance.
- Whether the results could be analysed by artificial intelligence(AI). TCo advised the Committee that AI was routinely only used to determine the most appropriate drug to use in the treatment of cancers once the genome sequence had been identified through normal (non-AI) processes.
- The opportunities for collaboration both inside and outside the Organisation, and how open source data could support this.
- The need to consider ethical issues in according to established protocols, such as data sharing of results. The Committee were informed of the development of a single ethics strategy which would cover the Organisation.

- The establishment of an epigenomics was considered. This would permit the study of the effect of chemicals on (human) DNA, studying how genes could be switched on or off and how risk taking behaviours could be modified based upon the genetic makeup of any one individual.

SG thanked TCo for his informative presentation and asked for an update to come the December Committee meeting.
Action: IB/LB

The Committee
- **Noted** the proposed vision of 'Driving the development of genomics services from patient to population, to protect and improve health and well-being and reduce health inequalities for the people of Wales' for the Public Health Genomics Programme.
- **Considered** the potential of public health genomics and the key issues which were identified in developing the programme, noting the fact that IT/Digital elements are at the heart of genomics activities. [Advise on key stakeholders who should be included within the programme structure.]
- **Considered** the efforts to develop collaborative working within PHW and establish the programme as a truly cross-organisational entity. [Advise on next steps and suggest an appropriate timescale for the presentation of a plan outlining the ambition and objectives for the programme.]

KRIC 10/2023.06.13	Committee Governance
KRIC 10.1/ 2023.06.13	Bi-Annual Update Summary of Policies

The Committee received **assurance** on the prioritisation and progress being made to review policies, procedures and other written control documents.

KRIC 10.2/ 2023.06.13	Committee Workplan

The Committee **considered** and **noted** Knowledge, Research and Information Committee Workplan.

KRIC 11/2023.06.13	Items to Note

There were no items to note.

KRIC 12/2023.06.13	Closing Administration

Any other business: None.

The Committee were invited to provide feedback from the meeting via e-mail to LB, including any areas that worked well, and any areas for improvement.

Date of Next Meeting: 13 September 2023 at 09:30.

| The meeting closed at 16:59 |