

 <b>GIG</b> CYMRU <b>NHS</b> WALES	Iechyd Cyhoeddus Cymru Public Health Wales	<b>Name of Meeting</b> Board
		<b>Date of Meeting</b> 30 July 2020
		<b>Agenda item</b> 5.10

## Composite Committee report for Board

Reporting Committee	Chair	Lead Executive Director	Date of last meeting
Audit and Corporate Governance Committee	Dyfed Edwards	Huw George, Deputy CEO and Executive Director Operations and Finance	23 June 2020
Quality, Safety and Improvement Committee	Kate Eden	Rhiannon Beaumont-Wood, Executive Director Quality, Nursing & Allied Health Professionals	16 July 2020

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

### Audit and Corporate Governance Committee

The Committee considered the following matters:

- **Received** the Head of Internal Audit Opinion and Annual Report, noting the organisation had a reasonable overall assurance rating;
- **Noted** that the All Wales Director of Finance Group had requested that Internal Audit look at the financial governance/governance arrangements across all NHS organisations to provide a sense of how they were operating during the COVID period. This report would be presented to a future Committee meeting.
- **Received** the IT Systems audit report, which had received a 'Reasonable' assurance rating, with 4 medium and 3 low recommendations.
- **Received** the Risk Management audit report, which had received a 'Reasonable' assurance rating with 2 high, 2 medium and 2 low recommendations.
- **Received** the Long Term Strategy audit report, which had received a 'Reasonable' assurance rating with 4 medium and 1 low recommendation.
- **Took assurance** that the Action Plan following the 'My Contribution' Internal Audit review was being managed effectively by the Executive Team and agreed to receive a further update at the next meeting on progress.

### Quality, Safety and Improvement Committee

The Committee considered the following matters:

- **Considered** a report on Service User Experiences, outlining the approach to capture service user experience to drive for quality improvement

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purposes. The Committee also noted the intention to refresh the approach, which would be considered by the Committee at the appropriate time.

- Took **assurance** on the progress being made with the reactivation of the screening programme, and requested a further update to be provided at the next Committee meeting in September.
- Took **assurance** from the Health and Safety Update that the appropriate measures were in place to monitor compliance and to address areas identified for improvement. As part of the update on Health and Safety, the Committee also considered a review of Infection, Prevention and Control within the reactivation of PHW screening programmes, noting the findings and recommendations for improvement.
- **Noted** the update on the development of the Annual Quality Statement, and that the draft text would be circulated to the Committee for comment prior to its approval by the Board.
- Took **assurance** from a report on Learning and Improvement, that learning was ongoing throughout the pandemic and that improvements would be an ongoing activity as part of the implementation of the Public Health Wales Response Plan.
- Took **assurance** on the approach to the development of the workstream Quality Indicators.
- **Considered** the Health and Social Care (Quality and Engagement) (Wales) Act 2020 Update, and the implications for Public Health Wales. A further update would be provided to the Committee as detail became available, to consider how it impacted on the work of the Committee / the Organisation, to ensure the principles were embedded within the ongoing quality work.
- **Considered** the content of the Putting Things Right Report for Quarter 1, and noted ongoing work relating to the legacy incidents, and quality review.
- Took **assurance** on the year-end report of the Annual Quality and Clinical Audit Plan 2019/20, recognising the interruption of COVID 19 on core business.
- Took **assurance** from the Corporate Risk Register that the corporate risks of the organisation were managed appropriately.

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

### Audit and Corporate Governance Committee

#### Annual Accounts and Accountability Report

The Committee considered the final draft of the Annual Accounts and Accountability Report, noting that the Committee had received the Annual accounts and reports on two occasions; on the latter, the Committee had noted the ISA-260 document from Audit Wales. This confirmed the expectation that the Auditor General would issue an unqualified opinion. The Committee recommended its submission to the Board for approval. (*The Chair of ACGC provided a verbal update on this to the Board at its meeting on 25 June 2020.*)

#### Information and Data Flows

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

**The Committee took** assurance from a report on the progress against actions identified following a rapid review of information and data flows into Welsh Government. This matter was remitted from the Board to the Committee.

**Quality, Safety and Improvement Committee**

None.

**Delegated action taken by committees:****Audit and Corporate Governance Committee**

None.

**Quality, Safety and Improvement Committee**

None.

*Unconfirmed Minutes for Quality, Safety and Improvement Committee are available on request.*

*Previously confirmed minutes can be found on the website at*

*<https://phw.nhs.wales/about-us/board-and-executive-team/board-committees/>*

**Date of next Committee meetings**

Following the decision to cancel all non-essential meetings, Audit and Corporate Governance Committee; Quality, Safety and Improvement Committee and Remuneration and Terms of Service Committee will continue to operate within their scheduled meeting.

However the agenda will be reduced to cover statutory and core requirements to ensure appropriate governance arrangements are in place to provide appropriate assurance to the Board, whilst balancing the need to reduce pressure on staff during this time. These meetings will take place via electronic means, such as Skype.

The Board are due to consider a governance report at its meeting on 30 July 2020 proposing that the People and Organisational Development Committee, and the Knowledge, Research and Information Committee remain postponed until Jan 2021.

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

<i>Audit and Corporate Governance Committee</i>	13 August 2020
<i>Quality, Safety and Improvement Committee</i>	15 September 2020
<i>Knowledge, Research and Information Committee</i>	To be confirmed
<i>People and Organisational Development Committee</i>	To be confirmed

