	Name of Meeting
	Board
	Date of Meeting
	25 May 2023
	Agenda item
	3.4

Composite Committee report for Board

Reporting Committee	Chair	Lead Executive Director	Date of meeting
Knowledge, Research and Information Committee	Sian Griffiths	Iain Bell, National Director Public Health Data and Knowledge.	08 March 2023
People and Organisational Development Committee	Mohammed Mehmet	Neil Lewis, Director of People and Organisational Development	15 March 2023 18 April 2023
Audit and Corporate Governance Committee	Nick Elliott	Huw George, Deputy Chief Executive, Executive Director Operations and Finance Paul, Board Secretary and Head of Board Business Unit *	16 March 2023 10 May 2023*
Quality, Safety and Improvement Committee	Diane Crone	Rhiannon Beaumont-Wood, Executive Director Quality, Nursing and Allied Health Professionals. Meng Khaw, National Director Health Protection and Screening, Executive Medical Director.	16 May 2023*

Links to the agenda and papers for these meetings are included on the dates above.
* These meetings will be verbally reported to the Board on 25 May 2023.

The Knowledge, Research and Information Committee meeting held on 08 March 2023 was reported verbally to the Board on 30 March 2023.

The People and Organisational Development Committee meeting held on 15 March 2023 was reported verbally to the Board on 30 March 2023.

The Audit and Corporate Governance committee meeting held on 16 March 2023 was reported verbally to the Board on 30 March 2023.

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

Knowledge, Research and Information Committee

The Committee:
- Received a Deep Dive in to Equality and Research, highlighting the relevance for Screening Services and the Communicable Health Programme, the importance of correct inclusion/exclusion date and the provision for non-digital users of the services.
- Considered an update to the Research and Evaluation Strategy, and recognised the work of the Welsh Government in developing a framework for Research and Development, and noted the future consultation with both the private sector and partnership working with local authorities, and other governmental agencies.
- Received a presentation concerning PHW Impact Monitoring. Models for monitoring used elsewhere were not suitable and a multi-tiered approach to monitoring had been developed.
- Considered an update to the Strategy Process, noting the need for correct infrastructure, architecture and security on which to build; alignment with the Welsh Government's Digital and Data Strategy was recognised. The Committee acknowledged the need for the Strategy to evolve and develop to meet the needs of the system.
- Noted the risks within the remit of the Committee and the forthcoming Board Development session on risk.

People and Organisational Development Committee   (15 March 2023)

The Committee:
- Considered the Registration for Healthcare Professionals Policy and Procedure and approved the policy subject to additional review and consultation with staffside representatives.
- Considered strategic risks falling in the Committee's remit and sought assurance on workforce planning within the Organisation.
- Considered the Welsh Language update; noting the recruitment of a Welsh Language Manager, the Organisation's response to social media complaints and the establishment of a Welsh Language Network.
- Noted the limited provision within ESR and the difficulties in recruiting bilingual front facing staff.

People and Organisational Development Committee   (18 April 2023)

The Committee:
- Considered the People and Organisational Development priorities for 2023/24 – the Big 3
- Considered the People Promise, noting the development following extensive consultation. The Committee felt the promise came across strongly conveyed the ethics of the Organisation well.
- Received a workforce planning update highlighting the supply and demand issues affecting the Organisation and received a demonstration of the Workforce Planning Dashboard. The Committee suggested additional levels within the Dashboard were needed.
- Received a Work Where Work Works Best update, noting the positive benefits to most staff and noted the efforts to bring benefit to workplace based staff.
- Noted the update to the Cost of Living actions by the Organisation for its staff.
- Considered Partnership Working Forums and considered ways to increase attendance of staff at these meetings.
- Received an update on the Performance Assured Dashboard and considered additional areas the Dashboard should cover.

Summary of key matters considered by the Committee and any related decisions made:
- Discussed the Strategic and Corporate risks relevant to the Committee and suggested six-monthly meetings between the Chairs of QSIC and POD to better identify and deliver against the risks linking these two Committees.   - Received a biannual policy update and asked for clarification for the policies which fell under an All-Wales remit and Public Health Wales remit.   - Received the Audit Tracker and noted the completed actions.

Audit and Corporate Governance Committee
The Committee: - Considered the Annual Statement from the NHS Wales Collaborative and took assurance the fully complied with standing orders.   - Received assurance on the implementation of the Standards of Behaviour Policy; the management process for compliance with Welsh Health Circulars; the progress reviewing policies, procedures and other written control documents.   - Took assurance on the Organisation's compliance with Corporate Governance in Central Governance Departments: Code of Practice 2017.   - Considered Strategic Risk 6 – Cyber Security, and discussed the importance for mandatory Cyber Security training.   - Considered the Audit Wales Progress Report and Outline Workplan for 2023/24, and expressed disappointment the delay to audit processes would have on the Organisation.   - Noted the Internal Audit Progress Report and considered the proposed workplan for 2023-24. The use of the Welsh Language and a potential failure to meet standard 17 was discussed, an audit was suggested to address this.   - Received the Action tracker and noted the progress against the actions noted.   - Noted the Procurement Report; Losses and Special Payments Report; the Strategic and Corporate Risk Registers; and the Integrated Governance Q3 Performance Report.

Key risks and issues/matters of concern of which the Board needs to be made aware:
Knowledge, Research and Information Committee
None.
People and Organisational Development Committee (15 March 2023)
None.
People and Organisational Development Committee (18 April 2023)
None.
Audit and Corporate Governance Committee
None.

Delegated action taken by committees:
Knowledge, Research and Information Committee
The Committee approved the draft Committee Report, the revised Terms of Reference and the Workplan for submission to Board.
People and Organisational Development Committee (15 March 2023)
The Committee approved: • the Family Leave Policy and Procedure, noting the need to define Carer's Leave and Paternity Leave within the documents. • the Use of the Welsh Language Policy • the Annual Leave Policy.
People and Organisational Development Committee (18 April 2023)
None
Audit and Corporate Governance Committee
The Committee approved the Counter Fraud, Bribery and Corruption Policy; approved the All Wales Policy on Insurance, NHS Indemnity and Related Risk Management; approved the Damage to Personal Property Policy.

Date of next Committee meetings	
The next scheduled Committee meetings are as follows (please note these are subject to change):	
Knowledge, Research and Information Committee	13 June 2023
Quality, Safety and Improvement Committee	18 July 2023
People and Organisational Development Committee	19 July 2023
Audit and Corporate Governance Committee	19 September 2023