

 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting Board </p> <p> Date of Meeting 29 May 2025 </p> <p> Agenda item: 5.1.2 </p>
--	---

<h2 style="text-align: center;">Update to the Board Assurance Framework</h2>	
Executive lead:	Paul Veysey – Board Secretary and Head of the Board Business Unit
Author:	Liz Blayney, Deputy Board Secretary and Deputy Head of the Board Business Unit

Approval/Scrutiny route:	Business Executive Team 21 May 2025 Board for Adoption on 29 May 2025
---------------------------------	--

Purpose
To present to Board with suggested revisions to the Board Assurance Framework, for approval.

Recommendation:				
APPROVE <input checked="" type="checkbox"/>	CONSIDER <input checked="" type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input type="checkbox"/>
The Board is asked to Consider and approve the following revised documents <ul style="list-style-type: none"> • Board Assurance Framework • Protocol for Meetings in Private • Board Etiquette 				
Link to Public Health Wales Strategic Plan Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives. This report contributes to the following:				
Strategic Priority/Well-being Objective	All Strategic Priorities/Well-being Objectives			

Summary impact analysis



Equality and Health Impact Assessment	An Equality and Health Impact Assessment is not required for this paper
Risk and Assurance	The Board Assurance Framework provides a map of the assurance at Board level, that appropriate arrangements are in place within the organisation to make decisions.
Health and Care Standards	This report supports and/or takes into account the Health and Care Standards for NHS Wales Quality Themes Governance, Leadership and Accountability Choose an item. Choose an item.
Financial implications	N/A
People implications	N/A

1. Purpose / situation

The purpose of this paper is to set out the proposed amendments to the Board Assurance Framework for adoption.

2. Background

The Board Assurance Framework was developed following on from an Audit Wales recommendation as part of the structured assessment 2022.

It was adopted by the Board in November 2023, at which time the Board agreed to review on an annual basis.

To align this review with the review of the Standing Orders and the Committee Terms of reference, this has been completed in May 2025, with minor changes proposed.

The following other Board level governance documents have also been reviewed

- Board Etiquette
- Protocol for private meetings.

3. Description/Assessment

Attached are the following revised draft documents for approval:

- Appendix 1 – Board Assurance Framework
- Appendix 2 - Protocol for Meetings in Private
- Appendix 2 - Board Etiquette

3.1 Changes

The following minor changes are proposed (in red in the attached version)

BAF	Amended the subgroups of BET to reflect in year changes (DDDA was the previous title of BDA, and removed IG Working Group, and added change board.
	Added Performance Framework in to clarify ACGCs role in reviewing the system for performance, this is in line with the proposed changes to ACGCs TORs
	Added a section on improvements made this year, and summarised our planned improvements for next year (in red)



Board Etiquette	Amended the language for attending meetings remotely as we have moved systems which slightly alters permissions. No change to practice, updating the wording only.
	Added reference to the raising hand function not being a feature of teams live, as this sometimes causes confusion.
Protocol for matters in private	A review of the items held in private this year has taken place, and the main items that were difficult to classify were where the reason for related to personal data. The stance that was taken was that this comes under Information Governance, but we are proposing that we add that in bracket to the category for clarity that IG covers including personal data, to ensure its transparent to the public.

3.2 Well-being of Future Generations (Wales) Act 2015

This work has been put together following the five ways of working, as defined within the sustainable development principle in the Act, in the following ways:

Hirdymor  Long Term

The BAF summarises existing arrangements within the organisation ensuring appropriate board level oversight.

Atal  Prevention

The BAD supports the Board to prevent non-compliance

Integreiddio  Integration

Ensure decision making is integrated across the organisation

Cydweithio  Collaboration

Reviewed and developed on a collaborative basis.

Cynnwys  Involvement

Reviewed and developed on a collaborative basis.



GIG
CYMRU
NHS
WALES

Iechyd Cyhoeddus
Cymru
Public Health
Wales

4. Recommendation

The Board is asked to **Consider** and **approve** the following revised documents

- Board Assurance Framework
- Protocol for Meetings in Private
- Board Etiquette