

 <p> GIG CYMRU NHS WALES </p> <p> Iechyd Cyhoeddus Cymru Public Health Wales </p>	<p> Name of Meeting Board </p> <p> Date of Meeting 31 July 2025 </p> <p> Agenda item: 5.4 </p>
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Board Committee Membership and Board Champion Roles

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:	Pippa Britton, Board Chair
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Purpose

Pippa Britton, Board Chair, has reviewed the Committee membership with the Non Executive Directors, this paper summarises the changes recommended by the Board Chair, for approval by the Board.

This report will be produced annually for the Board. Any changes in year to Board Committee Membership or Board Champion roles are at the discretion of the Board Chair and are subject to ratification.

Recommendation:

APPROVE <input checked="" type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input type="checkbox"/>
<p>The Board is asked to:</p> <ul style="list-style-type: none"> Approve the proposed Board and Committee Membership and Board Champion roles Note this membership will take effect from 31 July 2025. 				



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
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Summary impact analysis

Equality and Health Impact Assessment	An Equality or Health Impact Assessment is not deemed required as there is no policy implementation or business change.
Risk and Assurance	In accordance with the Standing Financial Instructions, all Trust Board members and officers must be made aware of these Standing Financial Instructions.
Health and Care Standards	This report supports the domains of quality, in particular through ensuring effective leadership. Governance, Leadership and Accountability
Financial implications	None identified
People implications	None identified

1. Purpose / situation

Pippa Britton, Board Chair has reviewed the Committee membership with the Non Executive Directors, this paper summarises the changes recommended by the Board Chair, for approval by the Board.

2. Background

The requirements in relation to the appointment to Board Committees is outlined within Public Health Wales Standing Orders.

Standing Orders outlines that the membership of Board Committees, including the designation of Chair; will usually be determined by the Board, based on the recommendation of the Trust Chair, and subject to any specific requirements, directions or regulations made by the Welsh Ministers (SO 3.3.5).

Public Health Wales has established the following Board Committees and Sub groups:



- Audit and Corporate Governance Committee
- Quality, Safety and Improvement Committee
- Knowledge, Research and Information Committee
- People and Organisational Development Committee
- Remuneration and Terms of Service Committee
- Covid Inquiry Preparedness Sub-group

The Membership requirements for each of these are outlined within their terms of reference.

3. Board Committee Membership

Pippa Britton, Board Chair, has reviewed the Membership of the Committees and discussed with the Non Executive Directors, the Board Secretary and the Chief Executive.

Standing Board Committees

For the Standing Board Committees, the requirement is as follows:

- ❖ The Committee Chair must be a Non Executive Director
- ❖ Membership must be 3 Non Executive Directors (except Remuneration Committee)
- ❖ The Vice Chair of the Board should not be the Chair of the Audit and Corporate Governance Committee

From 31 July, the following Membership is proposed:

Audit and Corporate Governance	Chair	Kate Young
	Members	Nick Elliott Huw David
Quality, Safety and Improvement	Chair	Clare Jenkins
	Members	Sian Griffiths Nick Elliott
People and Organisational Development Committee	Chair	Tamsin Ramasut
	Members	Kate Young Huw David
Knowledge, Research and Information	Chair	Sian Griffiths
	Members	Tamsin Ramasut Clare Jenkins
Remuneration and Terms of Service Committee	Chair	Board Chair
	Members	All Non-Executive Directors Tracey Cooper, Chief Executive



The Board has also established the Covid Inquiry Preparedness Sub Group. In line with its Terms of Reference, the Membership is as follows (no changes proposed) :

Covid Inquiry Preparedness Sub Group	Chair	Board Chair
	Members	Chair of Audit and Corporate Governance Committee
		Chief Executive
		Deputy Chief Executive

4. Board Champion Roles

The requirement to appoint Board Champions is outlined in the WHC issued by Welsh Government in January 2021: <https://www.gov.wales/health-board-and-trust-champions-assessment-roles-whc2021002>

The list of appointed Champions in Public Health Wales is included at appendix 1 below.

5. Indemnity to Board Members

In according to SO 1.4.4 of the Standing Orders, all Board Members are provided with the following indemnity from the Trust:

“A Board [or Committee] member, who has acted honestly and in good faith, will not have to meet out of their personal resources any personal liability which is incurred in the execution of their Board function. Such cover excludes the reckless or those who have acted in bad faith”

6. Recommendation

The Board is asked to:

- Approve the Board and Committee Membership and Board Champion roles
- Note this membership will take effect from 31 July 2025.
- Note the indemnity provided to members of the Board.

Appendix 1 : Board Champion Roles

Role	Exec / Non-Exec	Reason for maintaining	Statutory	PHW Champion
Fire Safety	Exec	The role is considered essential (WHC/054/2002)		Angela Williams (Interim Executive Director Operations and Finance)
Emergency Planning	Exec	NHS organisations have a duty under the Civil Contingency Act 2004	Y	Meng Khaw (National Director Health Protection and Screening Service, Executive Medical Director)
Caldicott	Exec	Ongoing activity. (WHC (99) 92)		Meng Khaw (National Director Health Protection and Screening Service, Executive Medical Director)
Violence and Aggression	Exec	Provides leadership to the roll out of the 'Obligatory Responses to Violence in Healthcare' 2018.		Claire Birchall (Executive Director Nursing, Quality and Integrated Governance)
Infection prevention and control	Non Exec	Continued need for the role to ensure infection prevention and control is embedded in the organisation and reflected by policy and procedures.		Sian Griffiths (Non Executive Director – Public Health)
Armed Forces and Veterans	Non Exec	Advocate for veterans and service personnel to ensure their needs are reflected in local service plans.		Pippa Britton (Chair)
Mental Health	Vice Chair	Continuing need and a specific responsibility of Vice Chairs. Routine meetings between Vice Chairs and Minister.		Clare Jenkins (Vice Chair of the Board)
Equality	Non Exec	Continuing need for the role		Tamsin Ramasut

Appendix 1 : Board Champion Roles

Role	Exec / Non-Exec	Reason for maintaining	Statutory	PHW Champion
				(Non Executive Director – Equality and Diversity)
Children and Young People	Exec & NE	Specified in Chapter 31 of The Children’s Act 2004	Y	<p>Kate Young (Non Executive Director – Third Sector)</p> <p>Claire Birchall (Executive Director Nursing, Quality and Integrated Governance)</p>
Putting Things Right	Exec & NE	Specified by the NHS (Concerns, Complaints and Redress Arrangements) (Wales) Regulations 2011	Y	<p>Clare Jenkins (Vice Chair of the Board)</p> <p>Claire Birchall (Executive Director Nursing, Quality and Integrated Governance)</p>
Speaking Up Safely (Staff)	Exec or NE	Bullying and harassment identified as a particular issue across all NHS organisations. Leadership necessary to enable a safe route for staff to raise concerns. (Procedure for NHS Staff to Raise Concerns (Whistleblowing) 2017)		<p>Tamsin Ramasut (Non Executive Director – Equality and Diversity)</p> <p>Paul Veysey (Board Secretary and Head of the Board Business Unit)</p>
Welsh Language	Exec	Leadership necessary to ensure Welsh language is promoted and mainstreamed into the work of the Health Board and Trusts. (WHC (2008) 002 and More Than Just Words 2016)		<p>Neil Lewis (Director of People and Organisational Development)</p>

Appendix 1 : Board Champion Roles

Role	Exec / Non-Exec	Reason for maintaining	Statutory	PHW Champion
Older Persons	NE	Under further consideration		Pippa Britton (Board Chair)

Additional PHW Champion Roles

Role	Exec / Non Exec	PHW Champion
Socio-Economic Duty	Exec	Sumina Azam (National Director Policy and International Health) Paul Veysey (Board Secretary and Head of the Board Business Unit)
Research	Non Exec	<i>Non Executive Director – Universities (currently vacant)</i>
Data	Exec and Non-Exec	Iain Bell (National Director Public Health Knowledge and Research) Nick Elliott (Non Executive Director – Data and Digital)
Corporate Safeguarding	Exec and Non-Exec	Clare Jenkins (Vice Chair of the Board) Claire Birchall (Executive Director Nursing, Quality and Integrated Governance)