

 <p> <b>GIG</b>      CYMRU  <b>NHS</b>      WALES   </p> <p>     Iechyd Cyhoeddus      Cymru      Public Health      Wales   </p>	<p> <b>Name of Meeting</b>        Knowledge, Research        and Information        Committee  <b>Date of Meeting</b>        16 June 2026  <b>Agenda item:</b>        4.5     </p>
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<h2>Bi-annual Corporate Policies and Procedures Update</h2>	
<b>Executive lead:</b>	Paul Veysey, Board Secretary and Head of Board Business Unit
<b>Author:</b>	Liz Blayney, Deputy Board Secretary and Deputy Head of Board Business Unit

<b>Approval/Scrutiny route:</b>	Leadership Team – 19.03.26
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<b>Purpose</b>
<p>The report provides the Knowledge, Research and Information Committee with an update on the status of the policies, procedures and other written control documents for which it is the approving body.</p> <p><b>Appendix 1</b> is an extract taken from the Corporate Policy, Procedures and Other Written Control Documents register and shows the status of documents as of 03 June 2026.</p>

<b>Recommendation:</b>				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
<p>The Knowledge, Research and Information Committee is asked to:</p> <ul style="list-style-type: none"> <li>Take <b>assurance</b> on the prioritisation and progress being made to review policies, procedures and other written control documents within the remit of the Committee.</li> </ul>				
<b>Link to Public Health Wales <a href="#">Strategic Plan</a></b>				
<p>Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.</p>				



This report contributes to the following:	
<b>Strategic Priority/Well-being Objective</b>	All Strategic Priorities/Well-being Objectives

Summary impact analysis	
<b>Equality and Health Impact Assessment</b>	An Equality and Health Impact Assessment is not required in support of this report. An impact assessment should be undertaken for each of the respective policies when they are developed or reviewed.
<b>Risk and Assurance</b>	A risk assessment has been undertaken for each policy which has passed its review date. These are captured in the accompanying register (see Appendix 1) and a summary is detailed below.
<b>Health and Social Care (Quality and Engagement) (Wales) Act</b>	Corporate Policies and Procedures support the implementation of the act ensuring its embedded into our processes.
<b>Financial implications</b>	N/A
<b>People implications</b>	N/A

## 1. Purpose / situation

The report provides the Knowledge, Research and Information Committee with an update on the status of the policies, procedures and other written control documents for which it is the approving body. The Committee last considered an update at its meeting on 09 December 2025.

Appendix 1 is an extract taken from the Corporate Policy, Procedures and Other Written Control Documents register and shows the status of documents as of 03 June 2026.

## 2. Background

The Board approved a new organisation-wide wide [Policy and Written Control Documents Policy and Procedure](#) in July 2022. All new/revised documents are now developed and approved in accordance with the provisions and processes set out in these documents.

The procedure specifies that the Register will be reported annually to the Board, and the relevant sections reported to Board committees Bi-Annually. The Leadership Team considers a compliance report on a quarterly basis for ongoing monitoring and management of the main policy register.

This report provides the Committee with assurance that required policies, procedures and other written control documents within its remit are being developed and maintained and that progress is being made to review and update policies that have passed their review date.

## 3. Description/Assessment

### Status of policies and other written control documents

There are 2 policies on the policy register, which were approved by the Knowledge, Research and Information Committee (KRIC) or have been delegated to the Committee by the Board.

As of 03 June 2026, 2 (100%) policies/procedures are in date.

Executive colleagues responsible for the policies are aware of the need to ensure policies/procedures are reviewed and appropriate approval sought as they become due for review.

**Appendix 1** sets out the current status of all policies, including actions being undertaken to review the policies due for review.



#### 4. Recommendation

The Knowledge, Research and Information Committee is asked to:

- Take **assurance** on the prioritisation and progress being made to review policies, procedures and other written control documents within the remit of the Committee.