**Committee Name: Digital Governance and Safety**

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| **Chair** | Sian Doyle – Independent Member of the Board  [Sian.Doyle@wales.nhs.uk](mailto:Sian.Doyle@wales.nhs.uk) |
| **Vice Chair** | Rowan Gardner – Independent Member of the Board  [Rowan.Gardner@wales.nhs.uk](mailto:Rowan.Gardner@wales.nhs.uk) |
| **Committee Executive Lead** | Rhidian Hurle, Medical Director  [Rhidian.Hurle@wales.nhs.uk](mailto:Rhidian.Hurle@wales.nhs.uk)  Chris Darling, Board Secretary  [Chris.Darling@wales.nhs.uk](mailto:Chris.Darling@wales.nhs.uk) |
| **Frequency** | Meetings shall be held as and when required and at least **Four** timesper annum. |
| **Quoracy** | 2 Members (One must be the Chair or Vice Chair)  The only members are the Independent Members. |
| **Terms of Reference** | Available on the Committee web page |
| **Purpose** | The scope and duties of the Digital Governance & Safety Committee in summary cover the following areas:   * Assure the Board and the Chief Executive (who is the Accountable Officer) on whether effective arrangements are in place to discharge its responsibilities, with specific reference to;   + Cyber Security   + Information Governance   + Informatics Assurance   + Information Services   + Health and Care standards relevant to the remit of the Committee   + Incident review and organisational learning * Advise, where appropriate, the Board and the Chief Executive on where, and how, its systems and assurance framework may be strengthened and developed further * Approve on behalf of the Board policies, procedures and other written control |
| **Sub Committees** | Nil |
| **Committee Cycle of Business / Forward Work Programme** | Forward Work Programme established for Adhoc items requested for inclusion in future meetings.  A Cycle of Committee Business is in development to capture all regular / standing agenda items required to be received.  A ‘Chairs Brief’ is prepared for the Chair and Vice Chair in advance of the meeting. |
| **Agenda Planning** | Arranged by the Corporate Governance team and will include the Committee Chair, Executive Lead and Secretariat.  Papers are published at least 7 calendar days in advance of the meeting. |
| **Corporate Governance Advice and Support / Meeting Secretariat** | Chris Darling, Board Secretary  [Chris.Darling@Wales.nhs.uk](mailto:Chris.Darling@Wales.nhs.uk)  Secretariat Support  [DHCW.CorporateGovernance@wales.nhs.uk](mailto:DHCW.CorporateGovernance@wales.nhs.uk) |
| **Schedule of Meeting Dates** | Wednesday 11th August 2021  Wednesday 10th November 2021  Wednesday 16th February 2021 |