**Committee Name: Digital Governance and Safety**

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| **Chair** | Sian Doyle – Independent Member of the BoardSian.Doyle@wales.nhs.uk |
| **Vice Chair** | Rowan Gardner – Independent Member of the BoardRowan.Gardner@wales.nhs.uk |
| **Committee Executive Lead** | Rhidian Hurle, Medical DirectorRhidian.Hurle@wales.nhs.ukChris Darling, Board SecretaryChris.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
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| **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 SecretaryChris.Darling@Wales.nhs.ukSecretariat SupportDHCW.CorporateGovernance@wales.nhs.uk  |
| **Schedule of Meeting Dates** | Wednesday 11th August 2021Wednesday 10th November 2021Wednesday 16th February 2021 |