

Agenda Item

5.1

Quality Safety and Outcomes Sub-Committee
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Policy Validation Group Terms of Reference and Scoping Document
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Dyddiad y Cyfarfod / Date of Meeting	27/04/2026
Statws Cyhoeddi / Publication Status	Open/ Public
	Not Applicable
Awdur yr Adroddiad / Report Author	Nicola Miller, Project Manager – Policy Penny Letchford, Deputy Medical Director
Cyflwynydd yr Adroddiad / Report Presenter	Iolo Doull, Medical Director
Noddwr yr Adroddiad / Report Sponsor	Iolo Doull, Medical Director

Pwrpas yr Adroddiad / Report Purpose	For Approval
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Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/Group)		
Committee / Group / Individuals	Date	Outcome
Policy Validation Group	16/04/2026	Approved

1.0 SITUATION/BACKGROUND

The NWJCC Policy Group has been replaced by the Policy Validation Group which held its first meeting on the 16 April 2026. The updated membership includes representation from the Medical Directorate, Corporate Governance, Corporate Planning, Finance, Nursing and Quality and IPFR team and will provide a robust oversight and approval mechanism for clinical policies across the organisation.

2.0 SPECIFIC MATTERS FOR CONSIDERATION

The Committee is asked to approve the following documents:

- Policy Validation Group Terms of Reference
- Scope and checklist for Policy Validation Group
- Procedure for the development, review and update of NWJCC commissioned policies

2.1 Policy Validation Group Terms of Reference

The Terms of Reference (ToR) for Policy Validation Group has been developed and agreed with the involvement of Policy Validation Group members.

2.2 Scope and checklist for Policy Validation Group

The scope and checklist for Policy Validation Group has been created to ensure that all NWJCC clinical policies are developed and reviewed with the involvement and agreement of medical, planning, finance and quality teams to ensure that the correct process has been followed and clinical scrutiny has been applied. This document will follow the clinical policy from development through to publication and will be updated and provided to Policy Validation Group to accompany each policy.

2.3 Procedure for the development, review and update of NWJCC commissioned policies

This document outlines the process within the NWJCC for the scoping, development, stakeholder consultation, review, validation, distribution and implementation of commissioning policies, service specifications and policy position statements. This document is to be followed for all staff and hosted organisations.

3.0 RECCOMENDATION

The members of the Quality, Safety and Outcomes Sub-Committee are asked to:

- **Note** the report.
- **Approve the:**
 - Policy Validation Group Terms of Reference
 - Scope and checklist for Policy Validation Group
 - Procedure for the development, review and update of NWJCC commissioned policies

4.0 NEXT STEPS

When approved the documents will be available across the organisation and reviewed at the appropriate intervals.

Strategic and Regulatory Assessment

Objectives / Strategy	
Dolen i Amcan (au) Strategol CBC / Link to JCC Strategic Objectives(s)	Ensure Quality
	Maximise Value Improve Equity and Population Health
Dolen i Ddeddf Llesiant Cenedlaethau'r Dyfodol – Nodau Llesiant / Link to Wellbeing of Future Generations Act – Wellbeing Goals 150623-guide-to-the-fg-act-en.pdf (futuregenerations.wales)	A Resilient Wales
	A Healthier Wales A More Equal Wales
Dolen i Hwyluswyr Ansawdd <i>(Canllawiau Statudol Dyletswydd Ansawdd (llyw.cymru)) /</i> Link to Enablers of Quality (Duty of Quality Statutory Guidance (gov.wales))	Learning, Improvement & Research
Dolen i Feysydd Ansawdd <i>(Canllawiau Statudol Dyletswydd Ansawdd (llyw.cymru)) /</i> Link to Domains of Quality (Duty of Quality Statutory Guidance (gov.wales))	Effective
	All items
Effaith Amgylcheddol/ Cynaliadwyedd (5R) / Environmental /Sustainability Impact (5Rs)	No - Not Applicable

Impact Assessment		
Ansawdd <i>Ydych chi wedi ymgymryd â Sgrinio Asesiad o'r Effaith ar Ansawdd? /</i> Quality <i>Have you undertaken a Quality Impact Assessment Screening?</i>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
	Outcome:	If no, please include rationale below: Each policy will undergo an assessment
Cydraddoldeb <i>Ydych chi wedi ymgymryd â Sgrinio Asesiad o'r Effaith ar Gydraddoldeb? /</i> Equality <i>Have you undertaken an Equality Impact Assessment Screening?</i>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
	Outcome:	If no, please include rationale below: Each policy will undergo an assessment
Cyfreithiol / Legal	There are no specific legal implications related to the activity outlined in this report. Any legal requirements are set out in the individual documents.	
Enw da / Reputational	Yes (Include further detail below)	
	NWJCC policies and service specifications including those published during the current financial year, together with the rationale for their development are publicly available and we have a responsibility to develop and publish high quality, evidence-based documents within a reasonable timeframe.	
Effaith Adnoddau <i>(Pobl / Ariannol) /</i> Resource Impact <i>(People / Financial)</i>	There is no direct impact on resources as a result of the activity outlined in this report.	
	Resource impact would be linked to specific policies and guidance.	

Acronyms

Acronyms / Glossary of Terms	
IPFR	Individual Patient Funding Request
NWJCC	NHS Wales Joint Commissioning Committee
PVG	Policy Validation Group
ToR	Terms of Reference