



# PHE Advisory Board Paper

**Title of meeting** PHE Advisory Board  
**Date** 22 July 2013  
**Sponsor** David Heymann  
**Title of paper** **Advisory Board appointments**

## 1. Purpose of the paper

- 1.1 This paper sets out the appointments of Advisory Board members to its Audit and Risk Committee and certain other roles.

## 2. Recommendation

- 2.1 The Advisory Board is asked to **AGREE** appointments as follows:
- (a) George Griffin and Martin Hindle to be members of the Audit and Risk Committee.
  - (b) Martin Hindle to be a member of the Programme Board of the PHE Science Hub.
  - (c) Martin Hindle to Chair the Annual Pay Committee of PHE.

## 3. Background

- 3.1 The Chair of the Audit and Risk Committee is a ministerial decision and was set out in the appointment letter of Derek Myers dated 17 May 2013. The Advisory Board appoints the two members. It may choose to add independent members to the Audit and Risk Committee at a later date.
- 3.2 The Programme Board for the PHE Science Hub continues the work initiated by the Health Protection Agency 'Chrysalis' Programme. Martin Hindle provides continuity with the earlier work. He declares an interest as a non-executive member of the Medicines and Healthcare products Regulatory Agency.
- 3.3 As an Executive Agency of the Department of Health, PHE does not have a Remuneration and Terms of Service Committee and most matters relating to staff conditions are determined on a wider Departmental or civil service basis. There is however a Pay Committee for the Agency, and its terms of reference propose that a non-executive chair a meeting of the committee annually.

## 4. Future steps

- 4.1 Ministers have announced the a further recruitment process for non-executive members of the Advisory Board with the intention of appointing additional members by the end of 2013.
- 4.2 The Chair of the Advisory Board has invited nominations from the Chief Medical Officers of Northern Ireland, Scotland and Wales, from whom the Advisory Board can appoint Observers from these Administrations.

**Victor Knight**  
*Board Secretary, July 2013*