



Reporting Committee	Audit Committee
Chaired by	Paul Griffiths, Independent Member
Lead Executive Director	Director of Finance
Author and contact details.	Kathrine.davies2@wales.nhs.uk
Date of last meeting	15 July 2019

Summary of key matters including achievements and progress considered by the Committee and any related decisions made.

For the information of Board Members, a brief summary of the papers considered by the Audit Committee at its meeting held on the 15 July 2019. The Agenda and papers for the meetings are available on the Health Board’s Internet site.

Internal Control and Risk Management

Audit Committee Annual Report 2018/19: Received, discussed and noted the Draft Annual Report which included Committee Self-Assessment and revised Terms of Reference. Members **AGREED** that a separate session would be held outside of the meeting to progress the Committee Self-Assessment. Members **AGREED** that the Terms of Reference would be updated, if required, following the meeting and would be approved via Chairs action.

Audit Recommendations Tracker: Received, discussed and noted the Audit Tracker. Members **NOTED** that the Tracker was in urgent need of a refresh. Members were of the opinion that there was too much narrative which in some cases, had made the monitoring of the original recommendation very difficult. Members were advised that the Chair had met with Internal and External Audit to discuss how to make the Tracker more effective. A practice note was currently being developed which would be shared with key staff. Following discussion Members **AGREED** that the Audit Tracker report would be reviewed in greater detail at a special ‘one item’ agenda meeting in early September 2019. The Chair advised that he would write to Individual Senior Managers setting out what the Committee would require in order to gain assurance.

Procurements and Scheme of Delegation Report: Received, discussed and noted the Scheme of Delegation Report. Members **NOTED** the position on procurement matters for the period 1 March 2019 TO 31 May 2019. Members **NOTED** the update regarding Purchase to Pay and **APPROVED** the revision to the Scheme of Delegation to reflect the additional category for ‘Final pay controls’.

Losses and Special Payments Report: Received, discussed and noted the Losses and Special Payments Report. Members **NOTED** the annual budget for net claim expenditure for 2019-20 and the underspend on claims of £342k included within the Health Board’s position as at 31 May 2019.

Members **NOTED** that the under-spend during the earlier months of the year was expected to be phased out as the impact of the claim expenditure for the Bridgend population starts to materialise.

Financial Control Procedure Medical Variable Pay: Received the verbal report on Financial Control Procedure Medical Variable Pay. Members **AGREED** that this matter should be escalated to the Executive Team due to the high levels of Agency Locum Costs. Members **AGREED** that a further update would be brought back to the October meeting.

Clinical Audit forward Plan 2019-2020 - NOTED

Internal Audit

The following Internal Audit reports were **RECEIVED** and **NOTED**:

- Internal Audit Progress Report
- Mobile Phone Arrangements – Reasonable Assurance
- Commissioning – Reasonable Assurance
- Cyber Security – Limited Assurance
- Emergency Ambulance Services Committee (EASC) – Reasonable Assurance
- Sustainability – Reasonable Assurance
- Annual Quality Statement – Reasonable Assurance
- Draft Internal Audit Annual Report 2018/19.

In relation to Cyber Security, Members **NOTED** that the immediate actions identified within the report were being addressed and that other actions would be addressed once resources were in place. Members **NOTED** that the report would be discussed at the Directorate’s Governance meetings and that a follow up review would be undertaken by Internal Audit during 2019/20. Committee Members also agreed to monitor the position closely over the next few months as there were significant risks associated with the Cyber Security arrangements.

Members **NOTED** that the Internal Audit draft report on Water Safety would now be presented to the July meeting and that the draft report had now changed from a Limited Assurance to a Reasonable Assurance rating.

External Audit

Members **RECEIVED** and **NOTED** an oral update from Gareth Lucey, Wales Audit Office.

Key risks and issues/matters of concern and any mitigating actions

- The issues of risk considered by the Committee reflect those within the summary and which feature within the Board’s or hosted bodies’ Risk Registers.

Matters referred to other Committees

- Internal Audit Report – Commissioning to Finance, Performance & Workforce Committee for information
- Internal Audit Report – Annual Quality Statement to Quality, Safety & Risk Committee for information

Date of next meeting	28 October 2019
-----------------------------	-----------------