

**Minutes of the Meeting of Cwm Taf Morgannwg University (CTMUHB)  
Audit & Risk In Committee held on the 17<sup>th</sup> August 2021 as a Virtual  
Meeting via Microsoft Teams**

**Members Present:**

Patty Roseblade	Independent Member (Chair)
Jayne Sadgrove	Independent Member
Ian Wells	Independent Member

**In Attendance:**

Sara Utle	Audit Wales
Paul Dalton	NWSSP – Internal Audit & Assurance
Emma Samways	NWSSP – Internal Audit & Assurance
Sally May	Executive Director of Finance
Georgina Galletly	Director of Corporate Governance
Cally Hamblyn	Assistant Director of Governance & Risk
Hywel Daniel	Executive Director for People
Nerys Conway	Assistant Medical Director
Emma Walters	Corporate Governance Manager (Committee Secretariat)

**Agenda  
Item**

**1.0.0 PRELIMINARY MATTERS**

**1.1 Welcome & Introductions**

The Chair welcomed everyone to the meeting, particularly those joining for the first time, those observing and colleagues joining for specific agenda items. The format of the proceedings in its virtual form were also noted by the Chair. Members noted that the meeting would be recorded to aid the Committee Secretariat in ensuring the accuracy of scrutiny related discussions and decisions made during the meeting. Members noted that the recording would be destroyed once the minutes had been confirmed as accurate. Members confirmed they were happy to proceed.

**1.2 Apologies for Absence**

No apologies for absence have been received prior to the meeting.

**1.3 Declarations of Interest**

No declarations of interest were received prior to the meeting.

## **2.0.0 MAIN AGENDA**

### **2.1 Financial Control Procedures Medical Variable Pay Authorised Breaches**

N Conway presented the report.

In response to a question raised by P Roseblade as to the reasons why the 'reason for placement' sections had been left blank against some cases, Members noted that it was not a requirement for staff to fill in this section. H Daniel advised that consideration could be given to making this field mandatory moving forwards.

H Daniel advised that this was a complex area of work and should be considered alongside the work being undertaken on Medical Workforce and Medical Bank which had been discussed at the People & Culture Committee.

J Sadgrove welcomed the report which satisfied a request made by the Committee a few years ago to request sight of the costly long term engagement and highest cost areas.

In relation to a comment made by G Galletly regarding limited secondary approval within the Merthyr & Cynon ILG, N Conway advised that this may be as a result of some requests being below the 25% bracket and agreed to clarify the position outside the meeting.

In response to a question raised by P Roseblade as to whether Medical Agencies collected information on qualifications etc, H Daniel advised that he would ask the Team to review the position outside of the meeting and added he believed that this information was being collected.

E Samways confirmed that Internal Audit undertook a review of Medical Agency Usage last year with no major issues identified. Members noted that a follow up audit was planned to be undertaken.

Resolution: The report was **NOTED**.

Action: N Conway to confirm the position in relation to secondary approval within the Merthyr & Cynon ILG.

Action: H Daniel to request that his Team undertakes a review to confirm whether information on qualifications etc was being collected by Medical Agencies used by the Health Board.

## **3.0.0 CLOSE OF MEETING**