

**CWM TAF MORGANNWG UNIVERSITY HEALTH BOARD**

**'UNCONFIRMED' MINUTES OF THE MEETING OF THE AUDIT & RISK IN COMMITTEE HELD ON 17 MAY 2021, AS A VIRTUAL MEETING WHICH WAS HELD VIA MICROSOFT TEAMS**

**PRESENT**

Patsy Roseblade	-	Independent Member (Chair)
Ian Wells	-	Independent Member
Jayne Sadgrove	-	Independent Member
Maria Thomas	-	Independent Member

**IN ATTENDANCE**

Sara Utlej	-	Audit Wales
Mark Jones	-	Audit Wales
Steve Stark	-	Audit Wales
Paul Dalton	-	NWSSP – Internal Audit & Assurance
Georgina Galletly	-	Director of Corporate Governance/Board Secretary
Steve Webster	-	Executive Director of Finance
Hywel Daniel	-	Executive Director for People
Cally Hamblyn	-	Assistant Director of Governance & Risk
Stuart Davies	-	WHSSC Director of Finance
Kevin Smith	-	WHSSC Committee Secretary
Stephen Harray	-	Chief Ambulance Services Commissioner
Owen James	-	Head of Corporate Finance
Emma Walters	-	Corporate Governance Manager (Committee Secretariat)

**PART 1. PRELIMINARY MATTERS**

**1.1.0 WELCOME AND INTRODUCTIONS**

The Chair **welcomed** everyone to the meeting which was being held as an In Committee meeting due to the draft nature of the reports.

The Chair extended her thanks to Maria Thomas, who was attending her last meeting of the Audit & Risk Committee prior to her retirement from the Health Board at the end of May, for all the support she had provided to the Committee and the Health Board during her time as Independent Member and Vice Chair. The Chair wished Maria all the very best for the future.

The Chair explained the Committee referral process, however, it was **noted** that it would be unlikely that any Committee referrals would need to be made during this meeting.

**1.2.0 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Dave Thomas, Audit Wales.

**1.3.0 DECLARATIONS OF INTERESTS**

There were no interests declared.

**PART 2. DRAFT ANNUAL REPORT 2020-2021**

**2.1 CTMUHB – DRAFT ANNUAL REPORT INCLUDING ACCOUNTABILITY REPORT, REMUNERATION AND STAFF REPORT, PERFORMANCE REPORT 2020-2021**

C Hamblyn presented the report. A number of comments and questions were raised by Members, which will be addressed in the final version of the report. Members **noted** that a final version of the report would now be presented to the Audit & Risk Committee at its meeting on 9 June 2021 for endorsement prior to onward submission to Board for final approval.

Resolution: The report was **NOTED**.

**2.1.1 WHSSC DRAFT ANNUAL GOVERNANCE STATEMENT 2020-2021**

K Smith presented the report. Members **noted** that there were no significant internal control or governance issues to report and **noted** that a final version of the report would be presented to the Audit & Risk Committee being held on 9 June 2021 for endorsement, prior to onward submission to Board for approval.

Resolution: The WHSSC Draft Annual Governance Statement was **NOTED**.

**2.1.2 EASC DRAFT ANNUAL GOVERNANCE STATEMENT 2020-2021**

S Harry presented the report. Members **noted** that there were no significant internal control or governance issues to report and **noted** that a final version of the report would be presented to the Audit & Risk Committee being held on 9 June 2021 for endorsement, prior to onward submission to Board for approval.

Resolution: The EASC Draft Annual Governance Statement was **NOTED**.

**2.1.3 NATIONAL IMAGING ACADEMY GOVERNANCE COMPLIANCE STATEMENT**

C Hamblyn advised that as the National Imaging Academy were not required to produce an Annual Governance Statement, the Governance Compliance Statement will be the mechanism for providing assurance on their governance arrangements. Members **noted** that a report on Hosted Governance and Assurance Arrangements would be presented to the next substantive meeting of the Audit & Risk Committee which will outline the further reporting requirements that may be required from the National Imaging Academy at future meetings, taking learning from the recent Audit Wales report on WHSSC Governance Arrangements.

Resolution: The National Imaging Academy Governance Compliance Statement was **NOTED**

**2.1.4 HEAD OF INTERNAL AUDIT OPINION AND ANNUAL REPORT 2020-2021**

P Dalton presented the draft report and indicated that a reasonable assurance rating is anticipated. Members **noted** that the final report would be presented to the Audit & Risk Committee meeting on the 9 June 2021.

Resolution: The report was **NOTED**.

**3.0 DRAFT ANNUAL ACCOUNTS**

**3.1 CTMUHB DRAFT ACCOUNTS 2020-2021**

S Webster presented the report and advised that a further review of the accounts would be undertaken prior to the submission of the final accounts to the Audit & Risk Committee on 9 June 2021 for endorsement prior to submission to Board for final approval.

Following discussions held, S Webster **agreed** to process the suggested narrative amendments in relation to the recurrent underlying deficit and the WHSSC pass through funding.

Resolution: The report was **NOTED**.

**3.2 WHSSC AND EASC DRAFT ACCOUNTS 2020-2021**

S Davies presented the draft report. Members welcomed the positive performance in relation to Public Sector Payment Performance. Members **noted** that a final version of the report would now be presented to the Audit & Risk Committee at its meeting on 9 June 2021 for endorsement prior to onward submission to Board for final approval.

Resolution: The report was **NOTED**.

**3.3 AUDIT WALES: AUDIT OF THE FINANCIAL STATEMENTS (ISA 260) REPORT (INCLUDING THE LETTER OF THE REPRESENTATION AND AUDIT OPINION) – VERBAL UPDATE**

M Jones presented a verbal update and advised that a final report would be presented to the Audit & Risk Committee at its meeting on 9 June 2021. M Jones extended his thanks to officers for submitting all of the required information in time to meet the Welsh Government deadlines. S Uteley added that she had also been given the opportunity to comment on the Annual Report and Annual Governance Statement.

Resolution: The update was **NOTED**.

**4.0 MODEL STANDING ORDERS AND STANDING FINANCIAL INSTRUCTIONS**

**4.1 MODEL STANDING ORDERS AND FINANCIAL INSTRUCTIONS**

C Hamblyn presented the report and advised that the Health Board had undertaken a review of its Standing Orders following receipt of the revised Model Standing Orders from Welsh Government in April 2021. Members **noted** that the changes made to the relevant schedules had been reflected in red.

G Galletly provided an explanation to Members as to the reasons behind the proposed variation to the Standing Orders relating to the Health Professionals Forum, and advised that the proposed changes had been discussed with Welsh Government.

A number of comments and suggestions were made by Members which would be addressed outside of the meeting prior to submission to Board for final approval.

Resolution: The report was **ENDORSED for Board APPROVAL**, subject to the minor amendments discussed at the meeting

**5.0 ANY OTHER URGENT BUSINESS**

No further business was identified.

**6.0 DATE AND TIME OF NEXT MEETING:**

The next meeting of the Committee was scheduled to be held at 10:15am on Wednesday 9 June.