

CTMUHB Audit & Risk Committee

Thu 28 April 2022, 10:30 - 12:30

Virtually via Microsoft Teams

Agenda

10:30 - 10:35
5 min

1. PRELIMINARY MATTERS

1.1. Welcome & Introductions

Information

Patsy Roseblade

1.2. Apologies for Absence

Information

Patsy Roseblade

1.3. Declarations of Interest

Information

Patsy Roseblade

10:35 - 10:40
5 min

2. CONSENT AGENDA

2.1. FOR APPROVAL

2.1.1. Unconfirmed Minutes of the meeting held on 24 February 2022

Decision

Patsy Roseblade

2.1.2. Amendment to the Standards of Behaviour Framework Policy - Declaration of Interest Form

Decision

Georgina Galletly

2.2. FOR NOTING

2.2.1. Annual Cycle of Business

Information

Georgina Galletly

2.2.2. Forward Work Programme

Information

Georgina Galletly

2.2.3. Declarations of Interest and Gifts and Hospitality Report

Information

Georgina Galletly

2.2.4. Clinical Audit Annual Plan

Information

Dom Hurford

2.2.5. Audit Wales – Annual Audit Enquiries Letter Response

Information

Georgina Galletly

10:40 - 10:45
5 min

3. MAIN AGENDA

3.1. GOVERNANCE

3.1.1. Action Log

Discussion *Georgina Galletly*

3.1.2. Matters Arising not contained within the Action log

Discussion *Patsy Roseblade*

10:45 - 11:15
30 min

4. SUSTAINING OUR FUTURE

4.1. Local Counter Fraud Report

Discussion *Matthew Evans*

4.1.1. Counter Fraud Annual Report

Discussion *Matthew Evans*

4.1.2. Counter Fraud Annual Self Review

Discussion *Matthew Evans*

4.1.3. Counter Fraud Draft Work plan

Discussion *Matthew Evans*

4.2. Procurement and Scheme of Delegation Report

Discussion *Sally May*

4.3. Post Payment Verification Annual Report

Discussion *Amanda Legge*

11:15 - 12:20
65 min

5. IMPROVING CARE

5.1. Audit Recommendations Tracker - To follow

Discussion *Georgina Galletly*

5.1.1. 6 Monthly Review Consultant Job Planning

Discussion *Dom Hurford*

5.2. Organisational Risk Register

Discussion *Georgina Galletly*

5.3. AUDIT WALES

5.3.1. Audit Wales Audit & Risk Committee Update

Discussion *Sara Utley*

5.3.2. Audit Wales Audit Plan 2022

Discussion *Sara Utley*

5.4. INTERNAL AUDIT

5.4.1. Internal Audit Progress Report

Discussion *Paul Dalton*

5.4.2. Internal Audit Follow Up Review - IT Service Management

Discussion *Paul Dalton*

5.4.3. Internal Audit Advisory Review - Recruitment and Retention

Discussion *Paul Dalton*

5.4.4. Internal Audit Review - Digital Strategy

Discussion *Paul Dalton*

5.4.5. Internal Audit Review - Innovation and Improvement

Discussion *Paul Dalton*

5.4.6. PCH Audit plan for 22/23 - To follow

Discussion *Paul Dalton*

5.4.7. PCH – financial management report - To follow

Discussion *Paul Dalton*

5.4.8. Annual Internal Audit Plan

Discussion *Paul Dalton*

12:20 - 12:25
5 min **6. ANY OTHER BUSINESS**

Discussion *Patsy Roseblade*

12:25 - 12:30
5 min **7. HOW DID WE DO IN THIS MEETING**

Discussion *Patsy Roseblade*

Is there anything we should do more or less of?

- Have we managed our time well and allowed open and balanced discussion?
 - Have we considered our values and acted in a way that supports embedding our values across CTM?
 - Have we maintained a strategic focus?
 - Have we received sufficient assurance from a range of sources?
 - Has our discussion allowed us to better understand the risks that we are managing that may affect the achievement of our strategic goals?
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12:30 - 12:30
0 min

**8. DATE AND TIME OF NEXT MEETING - WEDNESDAY 18 MAY AT 9:00AM TO
DISCUSS THE DRAFT ANNUAL ACCOUNTS**