

**Audit Committee  
Work Programme 2021-22**

| Topic   | Lead                                       | May     | May/June<br>(Final<br>Accounts) | July | September | November | January | March   |
|---|--|---------|---------------------------------|------|-----------|----------|---------|---------|
| <b>Governance, Risk and Internal Controls</b>           |  |         |                                 |      |           |          |         |         |
| Review annual governance statement                      | Director of Corporate Governance           | (draft) | (final)                         |      |           |          |         |         |
| Review board assurance framework                        | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Review the organisational annual report                 | Director of Corporate Governance           | (final) |                                 |      |           |          |         | (Draft) |
| Review standing orders                                  | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Review Audit Committee terms of reference               | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Review health board risk register                       | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Review risk management strategy                         | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Review annual quality statement                         | Director of Nursing and Patient Experience |         |                                 |      |           |          |         |         |
| Review governance work programme                        | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| Receive update on Guardian Service                      | Director of Workforce and OD               |         |                                 |      |           |          |         |         |
| Receive Guardian Service Annual Report                  | Director of Workforce and OD               |         |                                 |      |           |          |         |         |
| <b>Financial Focus</b>                                  |  |         |                                 |      |           |          |         |         |
| Agree annual accounts timetable and plan                | Director of Finance                        |         |                                 |      |           |          |         |         |
| Review annual accounts                                  | Director of Finance                        | (draft) | (final)                         |      |           |          |         |         |
| Receive remuneration and staff report                   | Director of Finance                        | (draft) | (final)                         |      |           |          |         |         |
| Receive financial control procedure review plan         | Director of Finance                        |         |                                 |      |           |          |         |         |
| Receive finance update                                  | Director of Finance                        |         |                                 |      |           |          |         |         |
| Review losses and special payments                      | Director of Finance                        |         |                                 |      |           |          |         |         |
| Review audit registers and status of recommendations    | Director of Corporate Governance           |         |                                 |      |           |          |         |         |
| NWSSP Procurement: single tender actions and quotations | Director of Finance                        |         |                                 |      |           |          |         |         |
| <b>Internal Audit</b>                                   |  |         |                                 |      |           |          |         |         |
| Review and approve annual plan (to include the charter) | Head of Internal Audit                     |         |                                 |      |           |          |         |         |
| Receive internal audit opinion and annual report        | Head of Internal Audit                     |         | (draft)                         |      |           |          |         |         |
| Review Head of Internal Audit progress reports          | Head of Internal Audit                     |         |                                 |      |           |          |         |         |
| Receive PPV reports                                     | Director of Finance                        |         |                                 |      |           |          |         |         |

| External Audit  |                                  |  |         |  |  |  |  |  |  |
|---|----------------------------------|--|---------|--|--|--|--|--|--|
| Agree plan and fees   | Wales Audit Office               |  |         |  |  |  |  |  |  |
| Receive annual audit report                                     | Wales Audit Office               |  |         |  |  |  |  |  |  |
| Receive structured assessment                                   | Wales Audit Office               |  |         |  |  |  |  |  |  |
| Audit of financial statements                                   | Wales Audit Office               |  | (draft) |  |  |  |  |  |  |
| Review performance and progress reports                         | Wales Audit Office               |  |         |  |  |  |  |  |  |
| Clinical Audit  |                                  |  |         |  |  |  |  |  |  |
| Review mid-year progress report                                 | Medical Director                 |  |         |  |  |  |  |  |  |
| Receive annual report   | Medical Director                 |  |         |  |  |  |  |  |  |
| Receive the Clinical Audit and Outcome Review Plan              | Medical Director                 |  |         |  |  |  |  |  |  |
| Counter Fraud and Security                                      |                                  |  |         |  |  |  |  |  |  |
| Review and approve annual plan                                  | Lead Counter Fraud Specialist    |  |         |  |  |  |  |  |  |
| Receive annual report (to include the self-assessment against N | Lead Counter Fraud Specialist    |  |         |  |  |  |  |  |  |
| Review progress reports   | Lead Counter Fraud Specialist    |  |         |  |  |  |  |  |  |
| Assurance Reports for Information                               |                                  |  |         |  |  |  |  |  |  |
| Review effectiveness of audit                                   | Chair                            |  |         |  |  |  |  |  |  |
| Receive Audit Committee annual report                           | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive declarations of interest register                       | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive hospitality register                                    | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive information governance board updates                    | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive SIRO annual report                                      | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive Hosted Agencies Annual Report - Delivery Unit           | Director of Corporate Governance |  |         |  |  |  |  |  |  |
| Receive Hosted Agencies Annual Report - EMRTS                   | Director of Corporate Governance |  |         |  |  |  |  |  |  |