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Bwrdd Iechyd Prifysgol
Abertawe Bro Morgannwg
University Health Board



Meeting Date	21st March 2019		Agenda Item	1f
Report Title	Audit Committee Work Programme			
Report Author	Liz Stauber, Committee Services Manager			
Report Sponsor	Pam Wenger, Director of Corporate Governance			
Presented by	Pam Wenger, Director of Corporate Governance			
Freedom of Information	Open			
Purpose of the Report	The purpose of the report is to outline the proposed 2019-20 work programme for the Audit Committee.			
Key Issues	There are no significant changes to the Audit Committee work programme from the previous year.			
Specific Action Required <i>(please ✓ one only)</i>	Information	Discussion	Assurance	Approval
				✓
Recommendations	Members are asked to: <ul style="list-style-type: none"> - NOTE the report; - APPROVE the work programme. 			

Audit Committee Work Programme

1. INTRODUCTION

The purpose of the report is to outline the proposed work programme for the Audit Committee.

2. BACKGROUND

In-line with the standing orders, the health board established the Audit Committee to “advise and assure the board and the accountable officer on whether effective arrangements are in place - through the design and operation of the health board’s assurance arrangements - to support them in their decision taking and in discharging their accountabilities for securing the achievement of the health board’s objectives, in accordance with the standards of good governance determined for the NHS in Wales.”

As such, a work programme was developed to set out its agendas for the coming year.

3. GOVERNANCE AND RISK ISSUES

There are no significant changes to the work programme from previous iterations.

4. FINANCIAL IMPLICATIONS

There are no financial implications to note.

5. RECOMMENDATIONS

Members are asked to:

- **NOTE** the report;
- **APPROVE** the work programme.

Governance and Assurance							
Link to corporate objectives (please ✓)	Promoting and enabling healthier communities		Delivering excellent patient outcomes, experience and access		Demonstrating value and sustainability		Embedding effective governance and partnerships
							✓
Link to Health and Care Standards (please ✓)	Staying Healthy	Safe Care	Effective Care	Dignified Care	Timely Care	Individual Care	Staff and Resources
			✓				
Quality, Safety and Patient Experience							
Audit is an integral part of the governance structure.							
Financial Implications							
There are no financial implications.							
Legal Implications (including equality and diversity assessment)							
There are no legal implications.							
Staffing Implications							
There are no staffing implications.							
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015 - https://futuregenerations.wales/about-us/future-generations-act/)							
The development of a work programme for the Audit Committee will help shape the long-term governance arrangements for the health board.							
Report History	Standalone report						
Appendices	Appendix 1 – draft work programme.						



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Audit Committee Work Programme 2019-20

Governance, Risk and Internal Controls								
Agenda Item	Lead	May	May (accounts)	July	Sept.	Nov.	Jan.	March
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	(draft)		(final)				
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							

Financial Focus								
<i>Agenda Item</i>	<i>Lead</i>	<i>May</i>	<i>May (special meeting)</i>	<i>July</i>	<i>Sept.</i>	<i>Nov.</i>	<i>Jan.</i>	<i>March</i>
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							
Internal Audit								
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)	(final)					
Review progress reports	Head of Internal Audit							
Review audit assignment summary report	Head of Internal Audit							
Receive PPV reports	Director of Finance							

External Audit								
<i>Agenda Item</i>	<i>Lead</i>	<i>May</i>	<i>May (special meeting)</i>	<i>July</i>	<i>Sept.</i>	<i>Nov.</i>	<i>Jan.</i>	<i>March</i>
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)	(final)					
Review performance and progress reports	Wales Audit Office							
Clinical Audit								
Review mid-year progress report	Medical Director							
Receive annual report	Medical Director							
Counter Fraud and Security								
Review and approve annual plan	Lead Counter Fraud Specialist							
Receive annual report	Lead Counter Fraud Specialist							
Review self-assessment against NHS protect standards	Lead Counter Fraud Specialist							
Review progress reports	Lead Counter Fraud Specialist							

Assurance Reports for Information								
<i>Agenda Item</i>	<i>Lead</i>	<i>May 2018</i>	<i>May 2018 (special meeting)</i>	<i>July 2018</i>	<i>Sept. 2018</i>	<i>Nov. 2018</i>	<i>Jan. 2019</i>	<i>March 2019</i>
Review effectiveness of audit	Chair							
Receive Audit Committee annual report	Director of Finance	(draft)	(final)					
Recieve declarations of interest register	Director of Corporate Governance							
Receive hospitality register	Director of Corporate Governance							
Receive information governance board updates	Medical Director							
Receive SIRO annual report	Medical Director				(final)			
Receive minutes of hosted agencies sub-committees	Director of Corporate Governance							