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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board

Briefing Note Postponement of Audit Committee, 16th January 2020

In light of the committee not being quorate, the Chair agreed to postpone the meeting and discussion was held with those present to agree the approach for dealing with the agenda items.

Attendees

Martin Sollis	Independent Member
Pam Wenger	Director of Corporate Governance
Gareth Howells	Director of Nursing and Patient Experience
Lynne Hamilton	Director of Finance
Andrew Biston	Head of Accounting and Governance
Len Cozens	Head of Counter Fraud Services
Helen Higgs	Head of Internal Audit
Neil Thomas	Deputy Head of Internal Audit
Huw Richards	Deputy Director , Specialist Services Unit
Carol Moseley	Wales Audit Office
Claire Mulcahy	Corporate Governance Officer

The following would be sent via email to Committee members and responses requested from Independent Members for item 4.1 as below:

1.3 Minutes and Action Log – **to be considered in March**

2.1 Status of Overdue Recommendations: **(to be considered in March with the updated position in particular on the COO recommendations which will include the Primary Care Governance Audit)**

- i. Chief Operating Officer
- ii. Director of Nursing

2.2 Water Safety Management Update **(Further assurance required in terms of the actions before the next meeting and the impending Health and Safety Executive inspection. Executives will be asked to consider the risk/actions so that assurance can be provided)**

2.3 Health Board Risk Register (Audit Committee Risks) **(to be updated to reflect the IT/Digital Risks as a substantive paper in March and consideration to be given as to whether the water safety departmental risk should be included on the health board risk register.**

2.4 End of Year Processes (Noted)

2.5 Audit Committee Self-Assessment **(Agenda March 2020)**

2.6 Review Audit Registers and Status of Recommendations (Updated report for March 2020)

3.1 Wales Audit Office Reports

- Annual Audit Letter 2020 (to be considered at the Board in January as WAO will be in attendance)
- Structured Assessment 2019/20 (to be considered at the Board in January as WAO will be in attendance)
- Consultant Contract Follow Up (Agenda March 2020)
- Wellbeing of Future Generations Act (Agenda 2020)

4.1 Progress and Audit Assignment Summary (Update in March 2020. Committee Members to consider the recommendations in the report and to support Chairs Action for the following:

- o The Audit Committee is asked to agree to the deferral of the audit review of *Fire Safety* for inclusion in the 2020/21 audit plan.
- o The Audit Committee is asked to agree to the removal of the *Environmental Infrastructure Modernisation Programme; Primary & Community Care Infrastructure Projects; and Informatics Modernisation Programme* audits from the 2019/20 audit plan and for the areas to be considered at the 2020/21 risk assessment and planning update.

5.1 Finance Update (to be provided at the Performance and Finance Committee)

5.2 Agree Accounts Timetable and Plan (verbal update to be provided at the Board including the risks and challenges to delivering this timescale due to resourcing/vacancies etc.)

5.3 Losses and Special Payments (Updated report to be considered in March 2020)

5.4 NWSSP Procurement: single tender actions and quotations (Updated report to be considered in March)

5.5 Contract Management update (Agenda for March 2020)

6.1 Counter Fraud Policy and Response Plan (Agenda for March 2020)

7.1 Information Governance Group Chair's Assurance Report (Noted)

With regards to the Water Safety Management update, it was agreed that given the significant compliance issues and the impending Health and Safety Executive inspection, the matter would be considered by Executives and will be escalated to the Chief Executive if issues could not be resolved prior to the inspection.

In terms of any other specific comments on the papers, it was requested that Independent Members provide a response via email so that any action/improvements required are reflected in the updated papers for March 2020.