

Audit Committee Log 2025-26

Meeting Date	Type of Meeting	Minute Ref	Agenda Item (Number & Title)	Narrative	Type of Action	Action Taken	Assigned to (individual)	Supporting (additional staff members)	Due by	Update	Status
20.11.2025	Public Committee	122/25	Internal Audit: Theatre Utilisation	NZ asked PP to consider how escalation and governance issues raised by AG, specifically, concerns about the effectiveness of escalation routes from the Theatre Board and parallel governance structures could be incorporated into future agenda planning for the PFC. This included reviewing how these governance and escalation processes were working and ensuring they were addressed in Committee discussions.	Action	Logged Action	Finance IM (Pat Price)		Jan-26		Open
16.09.2025	Public Committee	96/25	Risk Management	To provide a note detailing the current stage of the Risk Management process and next steps, to help address difficulties in marrying information and to enable deeper analysis of issues. To include providing clarity on processes, time scales, and ensuring that Financial and Staffing risks were considered together in operational risk reporting	Action	Logged Action	Director of Corporate Governance (HL)	Neil Thomas, Assistant Head of Risk & Assurance (NT)	Jan-26	The risk report to the November 2025 sets out the current position in respect of resetting health board risk management arrangements, in particular the establishment of the new strategic and corporate risk registers, and the process to be followed for maintaining & using them at Committee level. It also sets out arrangements for the escalation, review and acceptance of local operational risks to the Corporate risk register, and indicates further work to be undertaken to develop the safety net provided by the RMG and supported via training	Underway (with update)
16.09.25	Public Committee	102/25	Internal Audit Progress: Strategic Equity Plan	NZ acknowledged RT's point regarding the financial challenges and requested that the finance team consider the equity agenda alongside the savings plan. It was agreed that an action would be taken to review this area.	Action	Logged Action	Executive Director of Finance and Performance (DG)	Sam Moss, Deputy Director of Finance (SM)	Nov-25	1.12.2025 Email (SM): SM confirmed that the following action has been created and logged through the Recovery & Sustainability programme to ensure that the equality agenda is considered at the next Programme Board; recorded on the programme log as 'ID Ref 63: Provide an overview of scheme Impact Assessments at next R&S Board'	Underway (with update)
20.11.2025	Public Committee	119/25	Strategic Risk Management	HL was tasked to take Committee members' comments and discuss with her team how to strengthen areas identified in the Strategic Risk Register process, including triangulation across Committees and considering how to measure effectiveness over a six-month timeframe. HL was also to ensure these issues were discussed at the upcoming Committee chairs meeting, where cross-cutting risks and Committee work would be reviewed.	Action	Logged Action	Director of Corporate Governance (HL)	Head of Risk (NT)	Feb-25	This work is being taken forward following the Cross Committee working workshop.	Underway (with update)
20.11.2025	Public Committee	122/25	Internal Audit: Progress report	HL was tasked to discuss with Len Cozens the possibility of preparing a report or update for the Committee, summarising lessons learned from audit work, identifying types of recommendations or service groups where timeliness was a challenge, and potentially combining this with Len's regular tracker update paper.	Action	Logged Action	Director of Corporate Governance (HL)	Head of Compliance (LC)	Jan-26	This will be included in the March 2026 report to the Committee.	Underway (with update)

Audit Committee Log 2025-26

Meeting Date	Type of Meeting	Minute Ref	Agenda Item (Number & Title)	Narrative	Type of Action	Action Taken	Assigned to (individual)	Supporting (additional staff members)	Due by	Update	Status
20.11.2025	Public Committee	122/25	Internal Audit: Vaccinations and Immunisation	NZ proposed to refer the findings, specifically the lack of evidence on effectiveness for interventions targeting underrepresented groups to the Population Health Committee for their consideration in ongoing work.	Action	Logged Action	Director of Corporate Governance (HL)	Vice Chair (SS)	Jan-26	Email 10.12.2025 Gill Richardson: The paper went to the December Population Health Committee meeting. GR suggested it came to the March 2026 meeting.	Underway (with update)
20.11.2025	Public Committee	122/25	Internal Audit: Digital Benefits Realisation	DG to consider how to take forward the integration of the DHCW digital benefits tracking tool, in collaboration with Marie Davies and Matt John, as suggested by NZ and supported by AG	Action	Logged Action	Executive Director of Finance and Performance (DG)	Digital IM (Andrew Griffiths)	Jan-26	Email 17.12.2025 Sonja Anderson: Meeting arranged for Monday, 12 January 2026. Darren Griffiths will meet with Marie Davies and Matt John to progress the integration of the DHCW digital benefits tracking tool. Email Paula Picton 19.12.2025: An update will be provided in the Committee meeting on 15 January from the above meeting.	Underway (with update)
20.11.2025	Public Committee	122/25	Internal Audit: Medical Study Leave	HL to ensure the priority finding on medical study leave was highlighted to the Workforce and OD Committee, and that it was incorporated into their agenda planning for oversight and further assurance as needed.	Action	Logged Action	Director of Corporate Governance (HL)	Director of Workforce and OD	Jan-26	Email 11.12.2025 Reena Owen: The item Medical Study Leave to be placed on the WODC agenda for February 2026. Sophie Herbert has confirmed that it has been added to the WODC folder for February 2026. Email: 12.12.2025 Tina Ricketts: Would like to bring it to April 2026 WODC. Waiting a response from Reena.	Underway (with update)
20.11.2025	Public Committee	126/25	Audit Wales: National Fraud Initiative	NZ requested an update report on how the Health Board was taking forward the findings and actions from the Audit Wales National Fraud Initiative, specifically regarding the review and follow-up of data matches and related counter fraud activities	Action	Logged Action	Executive Director of Finance and Performance (DG)	Head of Local Counter Fraud (Matt Evans) and Assistant Director of Finance (Alison McLennan)	Jan-26	Email 1.12.2025 Alison McLennan: AM and her team are currently working through over 800 entries that have been identified. The finance team is looking to secure additional capacity to work through this which will be discussed with the Head of Local Counter Fraud Services in January 2026. The deadline for this work is the end of March 2026 to review the entries. In terms of reporting and next steps, the Head of Local Counter Fraud services will advise in January 2026.	Underway (with update)
20.11.2025	Public Committee	127/25	Finance Update	DG to provide an update to the Audit Committee on the current status of financial controls, including actions being taken, descriptions of what is happening in practice, and any identified weaknesses, as part of the regular financial controls procedure reporting.	Action	Logged Action	Executive Director of Finance and Performance (DG)		Jan-26	Email Sonja Anderson 19.12.2025: DG is meeting with Sam Moss and Alison McLennan on 6 January 2026 to discuss the action.	Underway (with update)
20.11.2025	Public Committee	129/25	Value for Money / Recovery and Sustainability	NZ suggested a follow-up discussion outside the Committee with PP, (DG, and Tina Ricketts to address assurance gaps and clarify requirements regarding the Delivery Unit and control weaknesses. The action is to have this discussion and bring a report back to the Committee highlighting the areas discussed and assurance needs.	Action	Logged Action	Director of Finance and Performance (DG)	Director of Workforce and OD (TR) and IM (PP)		Email 17.12.2025 Sonja Anderson: This meeting has been arranged for Friday, 9 January with Darren Griffiths, Patrica Price, and Tina Ricketts attending.	Underway (with update)
20.11.2025	Public Committee	130/25	Procurement	Richard Clayfield committed to obtaining and sharing further details with the Committee regarding the Wind Turbine Benefit Analysis	Action	Logged Action		Deputy Head of Procurement (RC)		1.12.2025: Following the Chair's enquiry at Audit Committee in respect of the Single Quotation Action (SQA) for the pilot study of wind energy analysis and wind mapping for SBUHB with Katrick Technologies. I have had the following response from Des Keighan, Asst. Director of Commercial & Contract Management – Private Finance Initiative (PFI). It seems that only Katrick Technologies are able to undertake the respective analysis of the feasibility data.	Underway (with update)