

Agenda Audit & Risk Assurance Committee

Date 21/04/2020
Time 9:30 - 13:15
Location Ystwyth Building - Board Room
Chair Paul Newman

Description

1 Introductions

9:30

1.1 Apologies

Presenter: Chair

1.2 Declaration of Interests

All

2 Governance

9:35

2.1 Minutes of the Meeting held on 25 February 2020

Presenter: Chair

2.2 Table of Actions

Presenter: Chair

2.3 Matters Arising not on the Agenda

Presenter: Chair

2.4 Feedback from the Targeted Intervention Meeting held on 31 March 2020

Presenter: Steve Moore

DEFERRED - meeting cancelled

2.5 Review of offers of gifts and hospitality/Review and report upon the adequacy of arrangements for declaring, registering and handling interests

Presenter: Joanne Wilson

DEFERRED

2.6 Annual Review of the Committee's Self-Assessment of Effectiveness

Presenter: Chair

- 3** **Financial Focus**
10:00
- 3.1** **Financial Assurance Report**
Presenter: Huw Thomas
- 4** **Updates on Wales Audit Office and Internal Audit Reviews**
10:10
- 4.1** **WAO NHS Consultant Contract Follow-up Review Update**
Presenter: Dr Philip Kloer
- 4.2** **Internal Audit RCP Medical Records Keeping Standards (Reasonable Assurance) Update**
Presenter: Dr Philip Kloer
- 4.3** **WAO Clinical Coding Follow-up Update**
Presenter: Karen Miles
- 5** **Clinical Audit**
- 5.1** **Clinical Audit**
- Review annual clinical audit plan and terms of reference
 - Review the effectiveness of clinical audit
- Presenter: Mandy Rayani
DEFERRED
- 6** **Morning Break**
10:50
- 7** **Audit Wales (formerly Wales Audit Office)**
11:00
- 7.1** **Audit Wales Update Report**
Presenter: Wales Audit Office
- 7.2** **Audit Wales Orthopaedic Services Follow-up**
Presenter: WAO/Andrew Carruthers
DEFERRED
- 8** **NWSSP - Audit and Assurance Services - Internal Audit**
11:10
- 8.1** **Internal Audit Plan Progress Report**
Presenter: James Johns
- 8.2** **Internal Audit Plan 2020/21**
Presenter: James Johns

- 8.3 Glangwili Hospital, Women & Children's Development Phase 2 (Limited Assurance) - Draft**
Presenters: Eifion Jones/Karen Miles
- 8.4 Estates Assurance – Water BGH**
DEFERRED to 5th May 2020
- 8.5 Estates Assurance – Control of Contractors (Limited Assurance) - Draft**
Presenter: Eifion Jones/Andrew Carruthers
- 8.6 Contracting**
Presenter: James Johns
DEFERRED to 5th May 2020
- 8.7 Health & Safety (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.8 Core Financial Systems – Financial Reporting Arrangements (Substantial Assurance) - Final**
Presenter: James Johns
- 8.9 Rostering (Reasonable Assurance) - Final**
Presenter: James Johns
- 8.10 Variable Pay (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.11 Nursing Medication Administration & Errors (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.12 Review of PADR Process Follow-up**
Presenter: James Johns
DEFERRED to 5th May 2020
- 8.13 Mortality Rates (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.14 IM&T Assurance Follow-up (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.15 Standards of Behaviour**
Presenter: James Johns
DEFERRED to 5th May 2020

- 8.16 Business Continuity (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.17 Health & Care Standards (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.18 Estates Directorate Governance Review Follow Up (Reasonable Assurance) - Draft**
Presenter: James Johns
- 8.19 Capital Follow-up (Reasonable Assurance) - Draft**
Presenter: Eifion Jones
- 8.20 Estates Assurance Follow-up (Reasonable Assurance) - Draft**
Presenter: Eifion Jones
- 9 Counter Fraud**
12:40
- 9.1 Counter Fraud Annual Report**
Presenter: Matthew Evans
- 9.2 Counter Fraud Workplan**
Presenter: Matthew Evans
- 9.3 NHS Counter Fraud Authority Draft SRT Return**
Presenter: Matthew Evans
- 10 For Information**
13:00
- 10.1 Audit Tracker - as presented to Board 16.04.20**
- 10.2 Management of Operational and Corporate Risks during the COVID-19 Pandemic - as presented to Board 16.04.20**
- 10.3 Audit & Risk Assurance Committee Work Programme 2020/21**
Presenter: Chair
- 11 Any Other Business**
13:05
All
- 12 Review of Meeting**
13:10
- 12.1 Reflective Summary of the Meeting**
Presenter: Chair/Joanne Wilson

13

Date & Time of Next Meeting

9.30am, 5th May 2020, Boardroom, Corporate Offices, Ystwyth Building, St David's Park, Carmarthen (Review of Draft Annual Accounts and Draft Accountability Report)

9.30am, 27th May 2020, Boardroom, Corporate Offices, Ystwyth Building, St David's Park, Carmarthen (Sign-off Annual Accounts)