




Audit and Assurance Committee - PRIVATE ABRIDGED

MINUTES, DECISIONS & ACTIONS TO BE TAKEN

 12:30 – 13:30

 03/07/23

 Teams Call

Chair	Marian Wyn Jones
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Present		Title	Organisation
Marian Wyn Jones	MW-J	Independent Member, Chair	DHCW
Alistair Klaas Neill	AKN	Independent Member, Vice Chair of the Audit and Assurance Committee	DHCW
Ruth Glazzard	RG	Independent Member	DHCW
Marilyn Bryan Jones	MB-J	Independent Member	DHCW
Attendees			
Julie Ash	JA	Head of Corporate Services	DHCW
Henry Bales	HB	Deputy Head of Counter Fraud	Cardiff & Vale Counter Fraud
Stephen Chaney	StC	Interim Head of Internal Audit	NWSSP
Nathan Couch	NC	Performance Audit Lead, (Health)	Audit Wales
Mark Cox	MC	Associate Director of Finance	DHCW
Chris Darling	CD	Board Secretary	DHCW
Paul Evans	PE	Head of Quality & Regulatory	DHCW
Jamie Graham	JG	Assistant Director of Cyber (for item 3.2 only)	DHCW
Martyn Lewis	ML	Audit Lead	NWSSP

Carwyn Lloyd-Jones	CL-J	Director of ICT	DHCW
Claire Osmundsen-Little	COL	Executive Director of Finance	DHCW
Julie Robinson	JR	Meeting Secretariat	DHCW
Michelle Sell	MS	Director of Planning and Performance and Chief Commercial Officer	DHCW
Laura Tolley	LT	Head of Corporate Governance	DHCW
Apologies		Title	Organisation
Gareth Lavington	GL	Head of Counter Fraud	Cardiff & Vale Counter Fraud

Acronyms			
DHCW	Digital Health and Care Wales	CAF	Cyber Assessment Framework
SHA	Special Health Authority	MAS	Master Service Agreement
LINC	Laboratory Information Network Cymru		

Item No	Item	Outcome	Action
1	PRELIMINARY MATTERS		
1.1	Welcome and Introductions The Chair welcomed everyone to the private Committee meeting.	Noted	None to note
1.2	Apologies for Absence Apologies for absence were received from:- <ul style="list-style-type: none"> Gareth Lavington, Head of Counter Fraud 	Noted	None to note
1.3	Declarations of Interest There were no Declarations of Interest received.	Noted	None to note
2	MEETING BUSINESS		
2.1	Minutes of the Private meeting 18 April 2023 The Committee resolved to:	Approved	None to note

	APPROVE the minutes as a correct record.		
3	AUDIT, COUNTER FRAUD AND RISKS		
3.1	<p>Private Risk Register</p> <p>Chris Darling, Board Secretary (CD) confirmed the status of the two private risks on the Corporate Risk Register which were assigned to the Committee:-</p> <ul style="list-style-type: none"> • DHCW0298 Delay in the Implementation of the LINC programme would be updated within item 4.2 • DHCW0318 Welsh Language Scheme Compliance this risk had been accepted by the programme and Executive lead and was being continually monitored. <p>The Committee resolved to:</p> <p>NOTE the Private Risk Register for ASSURANCE.</p>	Assurance	None to note
3.2	<p>Cyber Security Improvement Plan Internal Audit Report</p> <p>Martyn Lewis, Audit Lead (ML) presented the Cyber Security Improvement and confirmed the report had received a Substantial assurance rating.</p> <p>Progress was being made to take the plan forward with actions identified through the Cyber Assessment Framework (CAF) process.</p> <p>Carwyn Lloyd-Jones reminded the Committee there was a Cyber Raising Awareness session being held later in the day where all Board Members from across NHS Wales had been invited to attend.</p> <p>The Committee resolved to:</p> <p>NOTE for ASSURANCE the Cyber Security Improvement Plan</p>	Assurance	None to note
3.3	<p>Audit Actions (Private)</p> <p>Julie Ash, Head of Corporate Services (JA) presented the Audit Actions for the private session and highlighted the following:</p> <ul style="list-style-type: none"> • At the previous meeting there were seven actions of which two were completed, which left five open actions. Four actions were reported as on target and one amber action which was not anticipated to meet the target. This action had been discussed with the team and it was agreed that reasons for the delay and a proposed revised target date would be brought to the next meeting. <p>The Committee resolved to:</p> <p>NOTE the update on Audit Actions for ASSURANCE.</p>	Noted.	Action

3.4	<p>Counter Fraud Progress Report</p> <p>Henry Bales, Deputy Head of Counter Fraud (HB), updated the Committee on the one investigation taking place.</p> <p>The Committee resolved to:</p> <p>NOTE the Counter Fraud Progress Report.</p>	Noted	None to note
4.	<p>GOVERNANCE</p>		
4.1	<p>Programme Governance Independent Review</p> <p>CD presented the Programme Governance Independent Review which was a review supported by Welsh Government and carried out by Steve Combe MBE, an independent advisor with significant experience of NHS Governance.</p> <p>During a Board Development session, the Board considered the implications of the recommendations contained within the report. In addition, a meeting between the Chair and Minister for Health and Social Services was scheduled for the 12 July 2023 to consider the recommendations in more detail.</p> <p>The report found current governance arrangements were overly complex for major digital programmes and the main recommendations were to simplify the governance arrangements and ensure correct accountability.</p> <p>The outcome of the meeting on 12 July was awaited and should changes to the current governance arrangements be required, DHCW would work with Welsh Government to address these as soon as possible.</p> <p>The Committee resolved to:</p> <p>NOTE the Independent Review on Programme Governance for ASSURANCE.</p>		
4.2	<p>Laboratory Information Network Cymru (LINC) Contract Resolution – Verbal update</p> <p>Michelle Sell Director of Planning, Performance and Chief Commercial Officer (MS) provided a verbal update on the LINC Programme Contract Resolution.</p> <p>It was noted at the last meeting the critical milestone had not been met and the supplier had not put forward a revised plan that the LINC Programme Board was able to accept.</p> <p>The Committee resolved to:</p> <p>RECEIVE the update on the LINC Programme for ASSURANCE.</p>	Assurance	None to note
5	<p>CLOSING MATTERS</p>		

5.1	<p>Items for Chair's Report to Board</p> <p>Key points and decisions to consider:-</p> <ul style="list-style-type: none"> • LINC verbal report • Programme Governance Review • Cyber Security Improvement Plan and note substantial assurance rating but the challenge to achieving recurrent funding • Status of two private risks. • Counter Fraud investigation that is ongoing. 	Discussed	None to note
5.2	<p>Any Other Urgent Business</p> <p>There were no other Urgent Business matters discussed.</p>	Noted	None to note
5.3	<p>Date and Time of Next Meeting: 17 October 2023</p> <p>Meeting closed at 13:25pm.</p>	Noted	None to note