

Summary of HEIW's Audit and Assurance Committee held on 7 April 2021

Due to restrictions imposed during the current public health emergency we were unable to hold our April meeting of the Audit and Assurance Committee in public. As a result, we have produced this summary of the meeting and will publish the unconfirmed minutes of the meeting within 14 days of the meeting. The papers discussed can be found in the corporate section of the Health Education and Improvement Wales (HEIW) website <https://heiw.nhs.wales/>.

Although held virtually via videoconferencing, the meeting was carried out as normal in line with due process, with the necessary number of committee members in attendance for decisions to be made and formally agreed.

Welcome and Minutes.

The Chair, Gill Lewis, welcomed everybody to the meeting during this challenging period.

The Committee approved the minutes from the previous meeting of HEIW's Audit and Assurance Committee, held on 18 January 2021.

1. Counter Fraud

The Committee reviewed the update report from the Local Counter Fraud Team and noted the update on the National Fraud Initiative 2020/21.

The Committee also approved the Counter Fraud Team's annual work plan for 2021/22.

2. Internal Audit

The Internal Audit report on Workplace Culture was assessed as providing reasonable assurance. This means that the report was advising the Audit Committee that it could be confident that HEIW had the right levels of controls in place to manage Workplace Culture.

The Governance arrangements during Covid-19 follow up report was noted by the Committee.

The Internal Audit Reports and the 'Progress' Report were noted for information by the Committee.

The Internal Audit Plan for 2020-21 was approved by the Committee.

3. Audit Wales (AW)

The Committee received and noted the following updates from AW:

- an update on their current and planned work;
- their plan of audit work for 2021;
- 'Doing it Differently, Doing it Right' a national report on Governance in NHS Wales during the COVID-19 crisis.

4. Audi Wales Audit Office enquiries to those charged with governance and management

HEIW's response letter to queries raised by the annual AW letter on HEIW's governance arrangements was reviewed by the Committee.

The Committee approved the letter for forwarding to the AW.

5. Draft Annual Governance Statement 2019/20

The draft Annual Governance Statement was considered and it was agreed that Committee members forward comments and suggestions in respect of the content of the document following the meeting.

6. Draft Committee Annual Report

The draft Audit and Assurance Committee Annual Report was approved to be submitted to the May board subject to additional information being provided to reference the Committee's self-assessment process.

7. Draft Committee Effectiveness Review 2020/21

The Committee Effectiveness review was approved.

8. Information Governance and Information Management Report

The IG and IM Report was noted by the Committee.

9. Procurement Compliance Report

The Procurement Compliance Report was noted by the Committee for assurance.

10. Corporate Risk Register (CRR)

It was confirmed that there were nine risks on the CRR, of which one was assessed as a red risk and remaining eight as amber.

11. Audit Recommendation Tracker

The Committee noted the Audit Tracker Report.

It was agreed that those risks assessed as green would be removed from the Audit Tracker.