

**Minutes of the Special Audit and Assurance Committee Public Meeting
Held on Thursday 11 July 2024 at 9am
Via MS Teams**

To view the meeting, please click here:

https://www.youtube.com/watch?v=6hlcV_U0Bws

(please note, you may need to copy & paste the link into your browser)

Chair:		
Rhian Thomas	RT	Independent Member – Capital and Estates
Present:		
David Edwards	DE	Independent Member - ICT and Committee Vice Chair
Mike Jones	MJ	Independent Member - Trade Union
Ceri Phillips	CP	UHB Vice Chair
John Union	JU	Independent Member for Finance
In Attendance:		
Rhodri Davies	RD	Audit Wales
Rachel Gidman	RG	Executive Director of People & Culture
Mark Jones	MJ	Audit Manager - Audit Wales
Helen Lawrence	HL	Assistant Director of Finance
Robert Mahoney	RM	Operational Deputy Director of Finance
Matt Phillips	MP	Director of Corporate Governance
Francesca Thomas	FT	Head of Corporate Governance
Ian Virgil	IV	Head of Internal Audit
Secretariat		
Nathan Saunders	NS	Senior Corporate Governance Officer
Apologies:		
Charles Janczewski	CJ	UHB Chair
Urvisha Perez	UP	Audit Wales
Catherine Phillips	CP	Executive Director of Finance

Item No	Agenda Item	Action
AAC 24/07/001	Welcome & Introduction The Committee Chair (CC) welcomed everyone to the meeting.	
AAC 24/07/002	Apologies for Absence Apologies for absence were noted. The Committee resolved that: a) Apologies were noted.	
AAC 24/07/003	Declarations of Interest The Committee resolved that:	

	a) No Declarations of Interest were noted.	
AAC 24/07/004	Any other urgent business There was no other urgent business noted.	
	Items for Approval / Ratification	
AAC 24/07/005	<p>Introduction to Annual Report and Accounts 2022-23 (click to view)</p> <p>The Operational Deputy Director of Finance (ODDF) introduced Helen Lawrence, the Assistant Director of Finance (ADF) who briefed the Committee on the accounts overview and the amendments made since the meeting held 20 May 2024.</p> <p>The Audit Manager - Audit Wales (AMAW)</p> <p>The ODDF thanked the ADF and their team for the comprehensive work undertaken around the annual accounts.</p> <p>The Audit Manager - Audit Wales (AMAW) briefed the Committee on the findings from Audit Wales on the annual report and accounts and noted that the Committee required the briefing before it could make the recommendation to the Board for approval.</p> <p>The AMAW thanked the Finance and Corporate Governance teams and all those involved for their help in completing the work.</p> <p>The CC echoed the thanks of the AMAW.</p> <p>She added that the recommendations would be taken at the end of the meeting which are outlined below.</p> <p><u>The Committee resolved that:</u></p> <p>a) The reported financial performance contained within the Annual Report and Accounts and that the UHB had not met its statutory financial duties in respect of revenue expenditure but had met its statutory financial duties in respect of capital expenditure was noted</p> <p>b) The changes made to the Draft Annual Report and Accounts were noted.</p> <p>c) The ISA 260 Report, the Letter of Representation, the response to the Audit enquiries to those</p>	

	<p>charged with governance and management and the Annual Report and Accounts were reviewed.</p> <p>d) The Committee recommended to the Board that it agree and endorse the ISA 260 Report, the Letter of Representation and the response to the audit enquiries to those charged with governance and management.</p>	
<p>AAC 24/07/006</p>	<p>The CVUHB Annual Report 2023-2024 including the Annual Accountability Report, Performance report and the Financial Statements (click to view)</p> <p>The Head of Corporate Governance (HCG) reminded the Committee that a draft version of the annual report was received by the Committee at its workshop held on 20 May 2024.</p> <p>It was noted that since that period, a window of amendments had been undertaken with Audit Wales and those had been worked through with the Audit Wales Team, the Finance Team and the Corporate Governance Team.</p> <p>The HCG advised the Committee that the annual accounts had now been merged into the annual report document and could viewed.</p> <p><u>The Committee resolved that:</u></p> <p>a) The Annual Report & Accounts for 2023-2024 - Appendix 1 for was recommended for onward approval by the Board.</p>	
<p>AAC 24/07/007</p>	<p>Any Other Business</p> <p>No other business was discussed.</p>	
	<p>Date & time of next Meeting</p> <p>Tuesday 3 September 2024 – 9am via MS Teams</p>	

Saunders, Nathan
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