Audit and Assurance Committee – PRIVATE ABRIDGED

MINUTES, DECISIONS & ACTIONS TO BE TAKEN

12:25 – 13:05 | 21/01/2025 | MS Teams

Chair	Marian Wyn Jones

Present (Members)		Title	Organisation
Marian Wyn Jones (Chair)	MW-J	Independent Member, Chair	DHCW
Alistair Klaas Neil	AKN	Independent Member, Vice Chair of Audit and Assurance Committee	DHCW
Ruth Glazzard	RG	Independent Member, Vice Chair of the Board	DHCW
Marilyn Bryan Jones	MB-J	Independent Member	DHCW
Attendees			
Henry Bales	HB	Head of Counter Fraud	CAVUHB
Stephen Chaney	StC	Deputy Head of Internal Audit	NWSSP Internal Audit
Nathan Couch	NC	Performance Audit Lead	Audit Wales
Mark Cox	MC	Associate Director of Finance (to the end of item 5.1)	DHCW
Chris Darling	CD	Director of Corporate Affairs / Board Secretary	DHCW
Carwyn Lloyd Jones	CLJ	Chief Cloud Officer (to the end of item 4.1)	DHCW
Claire Osmundsen-Little	CO-L	Executive Director of Finance	DHCW

Chris Moreton	CM	Deputy Director of Finance and Business Assurance (to the end of item 5.1)	DHCW
Samantha Morgan (for item 5.2)	SM	Director of People and OD	DHCW
Julie Robinson	JR	Corporate Governance Co-Ordinator	DHCW
Andrew Strong	AS	Audit Lead	Audit Wales
Laura Tolley	LT	Head of Corporate Governance / Deputy Board Secretary	DHCW
Mike Whiteley	MW	Audit Manager	Audit Wales

Apologies			

Acronyms			
DHCW	Digital Health and Care Wales	A&A	Audit and Assurance
SHA	Special Health Authority	DPIF	Digital Priorities Investment Fund
BAF	Board Assurance Framework	NWSSP	NHS Wales Shared Services Partnership
DSPP	Digital Services for Patients and Public	DORA	DevOps Research and Assessment
NHAIS	National Health Application and Infrastructure Services	LASPAR	Losses and Special Payments Register
WAN	Wales Wide Area Network	ISA	International Auditing Standard

Item No	Item	Outcome	Action
1	PRELIMINARY MATTERS		
1.1	**Welcome and Introductions** The Chair, Marian Wyn Jones, welcomed everyone to the private Audit and Assurance Committee. A special welcome was given to those attending for specific agenda items.	Noted	None to note
1.2	**Apologies for Absence** There were no apologies of absence to note.	Noted	None to note
1.3	**Declarations of Interest** There were no Declarations of Interest to note.	Noted	None to note
PART 2 – CONSENT AGENDA			
2.1	**Audit Actions (Private)** It was confirmed there were no overdue private actions and all remaining actions were on track for completion by their target date. The Committee **resolved** to: **NOTE** the status of the Audit Actions (Private)	Noted	None to note
PART 3 – MEETING BUSINESS			
3.1	[Unconfirmed Private minutes from previous meeting on 15th October 2024] The Committee **resolved** to: **APPROVE** the minutes as a true record of discussion.	Approved	None to Note
3.2	**Action Log** The Committee noted there were no actions captured from the last meeting. The Committee **resolved** to: **NOTE** the status of the Action Log.	Noted	None to note

PART 4	AUDIT AND RISK		
4.1	**Audit Wales – National Hosted NHS IT Systems Report** Andrew Strong, Audit Wales presented the report to the Committee and provided the following highlights:- • DHCW provides a number of national NHS IT applications and infrastructure which are used by other NHS organisations in Wales. The report covered only those financial systems which DHCW provides and on which Audit Wales financial auditors required assurance • The overall conclusion was that it was likely to be free from material misstatements. The Management comment was included against each of new the recommendations raised and all had been accepted. The Committee discussed the outstanding actions and were informed that a number of them had been completed. The Committee felt the All-Wales policy for Starters, Movers and Leavers needed to be strongly taken forward as it had a direct impact on security across the network. The Committee **resolved** to: **NOTE** the Audit Wales National Hosted NHS IT Systems Report.	Assurance	None to note
PART 5	GOVERNANCE REPORTS		
5.1	**Financial Impact of Test, Trace Protect System and Vaccine Booking System** Mark Cox, Associate Director of Finance, provided an update on the financial impact of decommissioning the following: • Test, Trace Protect System • Vaccine Booking System DHCW were requested to decommission these two services at end of Q1. An accelerated depreciation was required due to the reduction of useful life of the services. There would be no	Noted	None to note

	net impact on DHCW but the way in which depreciation was demonstrated would be changed. The Committee were assured that assets are routinely reviewed to see if they can be repurposed but in the case of the two systems, due to their bespoke nature, this could not be achieved. The accelerated depreciation value would be reflected within the accounts. The Committee **resolved** to **RECEIVE** the update on the financial impact of decommissioning the two systems for **ASSURANCE.**		
5.2	**Raising Concerns** Laura Tolley, Head of Governance/Deputy Board Secretary (LT) advised members were aware of the three raising concerns (whistleblowing) investigations that specifically related to values and behaviours and processes being adhered to. As a result of these concerns, DHCW commissioned a culture review, this work was undertaken by an Independent Senior Leadership Consultant and concluded in December 2024. Samantha Morgan, Director of POD (SM) joined to share the findings from the review that was undertaken. The Committee were advised that a number of engagement sessions were undertaken and that findings had been put into an action plan and reviewed with the team to ensure the required progress was being made. The Committee recognised that it was positive that staff felt able to provide feedback and raise concerns. The Committee were assured that actions from the review would be taken forward appropriately and an update on these would be shared with the Committee as required. The Committee **resolved** to: **NOTE** the Raising Concerns Report.	Noted	None to note
PART 6	CLOSING MATTERS		
6.1	Committee Highlight Report to Board	Discussed	None to note

	The items to be highlighted to Board would be discussed outside of the meeting due to constraints on time.		
6.2	Any other Urgent Business There was no other urgent business to note.	Noted	None to note
6.3	Date and Time of Next Meeting: • 08 April 2025.	Noted	None to note