

**Unconfirmed Minutes of the Public Health Wales  
Audit and Corporate Governance Public Session Committee Meeting  
23 June 2025 at 09:30, via Microsoft Teams**

**Part A**

<b>Present</b>		
Nick Elliott	(NE)	Chair, Non-Executive Director
Huw David	(HD)	Non-Executive Director
Clare Jenkins	(CJ)	Non-Executive Director and Vice Chair of the Board
<b>In Attendance:</b>		
Iain Bell	(IB)	National Director for Public Health Knowledge and Research (For Tracey Cooper as nominated Deputy Chief Executive)
Claire Birchall	(CB)	Executive Director of Nursing, Quality and Integrated Governance
Liz Blayney	(LB)	Deputy Board Secretary and Deputy Head of the Board Business Unit
Andrea Calise	(AC)	Audit Manager, Audit and Assurance Services, NHS Wales Shared Services Partnership
Paul Dalton	(PD)	Head of Internal Audit, Audit and Assurance Services, NHS Wales Shared Services Partnership
Bethan Enoch	(BE)	Audit Wales
Katrina Febry	(KF)	Audit Wales
Ian Kent	(IK)	Acting Head of Financial Reporting and Control
Neil Stoodley	(NS)	Interim Head of Finance
Paul Veysey	(PV)	Board Secretary and Head of the Board Business Unit
Kathryn Watts	(KW)	Audit Wales
Angela Williams	(AW)	Interim Executive Director of Operations and Finance
Steve Wyndham	(SW)	Audit Wales
<b>Apologies</b>		
Tracey Cooper	(TC)	Chief Executive
Tamsin Ramasut	(TR)	Non-Executive Director
Stuart Silcox	(SS)	Assistant Director of Integrated Governance
The meeting commenced at 09:30		

<b>ACGC 1/2025.06.23</b>	<b>Welcome and Apologies for Absence</b>
<p>NE opened the meeting and welcomed all present, noting that the meeting was held electronically and in 3.6 CQ2.</p> <p>The apologies for absence received were noted.</p> <p>The Committee <b>noted</b> that the meeting was being recorded to support with accuracy of the minutes, the recording would be deleted once the minutes had been agreed at the next meeting in September 2025.</p>	
<b>ACGC 2/2025.06.23</b>	<b>Declarations of Interest</b>
<p>There were no declarations of interest in addition to those already declared on the Declarations of Interest Register.</p>	
<b>ACGC 3/2025.06.23</b>	<b>Year End Reporting / Annual Financial and Governance Statements</b>
<b>ACGC 3.1/2025.06.23</b>	<b>Head of Internal Audit Opinion, Final Internal Audit Opinion and Annual Report 2024/25</b>
<p>The Committee <b>considered</b> the Head of Internal Audit Opinion, Final Internal Audit Opinion and Annual Report 2024/25.</p> <p>PD presented the Final Report to the Committee and noted the only change to the Report since its submission in draft to the Committee at its May meeting was the raising of the assurance rating of the Duty of Candour Internal Audit to Substantial.</p> <p>The Committee did not raise any comments or questions.</p>	
<b>ACGC 3.2/2025.06.23</b>	<b>Audit Wales Annual Opinion (including ISA 260)</b>
<p>The Committee <b>considered</b> the Audit Wales Annual Opinion (including ISA 260).</p> <p>SW confirmed that the Audit was complete. KW began by thanking the Finance Team at Public Health Wales for their work in completing the Audit in a timely manner and noted the use of new software, <i>inflow collaborate</i>, had made the process more efficient and streamlined.</p> <p>The Report confirmed that Audit Wales would issue an unqualified opinion on the financial statements. There were no uncorrected misstatements, the misstatements which had been found had been corrected and detailed in Appendix 2.</p> <p>The unqualified opinion was set out in Appendix 3 and the Letter of Representation to be signed by the Organisation was in Appendix 4.</p> <p>Appendix 5 contained two recommendations identified during the Audit:</p> <ul style="list-style-type: none"> <li>• The Welsh Government's approval of Interim Director Appointments should be formalised in writing.</li> <li>• A small number of IT control weaknesses were identified.</li> </ul>	

She confirmed management had accepted the findings and were working to complete the recommendations in the specified timeframe.

The Finance Team thanked Audit Wales for the support they had received during the Audit process and agreed the new software had improved the process significantly.

AW advised that the Organisation had fully complied with the Welsh Health Circular requirements concerning Interim Director appointments with verbal approval secured from Welsh Government in all cases and noted that TC had emphasised this point when considering the recommendations. Management accepted the recommendation to provide a clear audit trail in the future with written approval. Audit Wales confirmed similar recommendations had been issued to other NHS Organisations.

SW thanked the Management at Public Health Wales for timely responses during the Audit process which ensured that Actions and Recommendations could be included in the Report this year. He informed the Committee a meeting was scheduled in July between Audit Wales and the Management team at Public Health Wales to reflect on the Audit process this year. He again thanked the Finance Team for their help and support.

The Committee were informed the two Audit Recommendations would be added to the Audit Recommendations Tracker in the normal way and the Committee expressed its thanks to the Finance Team for their work.

The Committee did not raise any further comments or questions.

**ACGC 3.3/2025.06.23 | Draft Annual Financial Statement and Accounts 2024/25**

The Committee **considered** the Draft Annual Financial Statement and Accounts 2024/25.

AW reminded the Committee the Draft Accounts were reviewed at the May meeting and she thanked both the Finance Team and Audit Wales for their work in preparing the accounts.

The Committee did not raise any further comments or questions.

**ACGC 3.4/2025.06.23 | Draft Accountability Report 2024/25**

The Committee **considered** the Draft Accountability Report 2024/25.

PV informed the Committee that following the Committee meeting on 8 May, the Draft Accountability Report was submitted to Welsh Government for review. Clarification was sought on the response concerning the timing of Committee meetings in the Structured Assessment Report recommendations 2023 and he drew the Committee's attention to the addition of one paragraph on page 152. This addition was subsequently approved by John Evans at Welsh Government.

There had also been some minor changes to Committee attendance data.

The Committee did not raise any further comments or questions.



<b>ACGC 3.5/2025.06.23</b>	<b>For Recommendation to the Board</b>
<p>The Committee:</p> <ul style="list-style-type: none"> <li>• Took <b>assurance</b> from the Head of Internal Audit Opinion for 2024/25 (Item 3.1)</li> <li>• <b>Recommended</b> the Financial Accounts and the Audit Wales Annual Opinion (ISA260) to the Board for approval. (Items 3.2 and 3.3)</li> <li>• <b>Recommended</b> the Accountability Report 2024/25 for Board approval. (Item 3.4)</li> <li>• <b>Noted</b> that once approved by the Board, the documents will be submitted to Welsh Government by 30 June 2025</li> </ul>	
<b>ACGC 4/2025.06.23</b>	<b>To Note</b>
<b>ACGC 4.1/2025.06.23</b>	<b>NHS Performance and Improvement: Internal Audit Work Plan 2025/26</b>
<p>The Committee <b>received</b> and <b>noted</b> the NHS Performance and Improvement: Internal Audit Work Plan 2025/26</p>	
<b>ACGC 11/2025.06.23</b>	<b>Closing Administration</b>
<p>The Committee was asked to provide feedback on the meeting to LB.</p> <p><b>Date of next Committee meeting:</b> 30 September 2025</p> <p><b>Any Other Business:</b> None</p> <p>NE thanked everyone for their contributions and closed the meeting.</p>	
<p>The Meeting closed at 09:47</p>	

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