



AGENDA ITEM

2.2.2

AUDIT & RISK COMMITTEE

**PROPOSED TIMETABLE
ANNUAL REPORT 2022-2023**

Date of meeting	13.02.2023
FOI Status	Open
If closed please indicate reason	Not applicable – Public Meeting
Prepared by	Wendy Penrhyn-Jones, Head of Corporate Governance & Board Business
Presented by	Cally Hamblyn, Assistant Director of Governance & Risk
Approving Executive Sponsor	Chief Executive
Report purpose	FOR NOTING

Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)

Committee/Group/Individuals	Date	Outcome
Executive Leadership Group Meeting	30.01.23	NOTED

ACRONYMS

None identified.

1. SITUATION/BACKGROUND

1.1 The Annual Report encompassing the required reporting elements set out in the Manual for Accounts will be presented at the Health Board’s Annual General Meeting on 27th July 2023.

2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)

2.1 There is a detailed timetable enclosed at Appendix 1, supporting the development of the Annual Report led by the Assistant Director of Governance & Risk and Head of Corporate Governance & Board Business.

2.2 The timetable highlights proposed amendments and/or requirements in order to accommodate the reporting process as far as it is currently known. Therefore there may be a need to make some changes once

confirmation of the final Manual for Accounts content is published by Welsh Government.

- 2.3 The timetable has been shared with Health Board officers that will be responsible for completing the various elements of the report. Meetings are also in the process of taking place to discuss the reporting requirements in greater detail.
- 2.4 Audit Wales and Internal Audit have received a copy of the timetable.
- 2.5 As in previous years the suite of Annual Report documents will be presented electronically at the Annual General Meeting.

3 KEY RISKS/MATTERS FOR ESCALATION TO THE COMMITTEE

- 3.1 The final timetable for submission of the accounts is yet to be confirmed and therefore the dates within Appendix 1 are subject to change.
- 3.2 It is recognised that timescales are challenging and it is therefore hoped that any changes we are required to accommodate are minimal.

4. IMPACT ASSESSMENT

Quality/Safety/Patient Experience implications	Yes (Please see detail below)
	Evidence suggests there is correlation between governance behaviours in an organisation and the level of performance achieved at that same organisation. Therefore ensuring good governance within the Trust can support quality care.
Related Health and Care standard(s)	Governance, Leadership and Accountability
Equality impact assessment (EQIA) completed	No (Include further detail below)
	EQIA not required.
Legal implications / impact	There are no specific legal implications related to the activity outlined in this report.
Resource (Capital/Revenue £/Workforce) implications / Impact	There is no direct impact on resources as a result of the activity outlined in this report.
Link to Strategic Well-being Objectives	Provide high quality, evidence based, and accessible care.

5. RECOMMENDATION

- 5.1 The Audit & Risk Committee is asked to **NOTE** the arrangements currently in place in respect of the delivery of the Annual Report process for 2022-2023.