



AGENDA ITEM

2.2.3

AUDIT & RISK COMMITTEE

REVISED ANNUAL REPORT TIMETABLE 2022-2023

Date of meeting	19/04/2023
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	Director of Corporate Governance
Report purpose	FOR NOTING

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

Committee/Group/Individuals	Date	Outcome
ELG	30.01.23	Noted
ELG updated schedule of dates	10.3.23	Noted

ACRONYMS

ELG	Executive Leadership Group
EQIA	Equality Impact Assessment

1. SITUATION/BACKGROUND

- 1.1 In recent weeks the final iteration of the Manual for Accounts has been received confirming the deadlines for submission of documents to Welsh Government and Audit Wales. 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 28th September 2023. As in previous years, the suite of Annual Report documents will be presented electronically at the Annual General Meeting along with a video looking back on achievements from the year being reported and looking ahead into 2023/24 and beyond.

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

- 2.1 There is a 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. The timetable highlights the final deadline dates to deliver the Annual Report and Financial Statements for the year 2022/23.
- 2.2 The majority of submissions have now been received from Executive Directors during March 2023 and the content is being worked through. Those which are outstanding are being followed up in order that we are able to complete the complex task of drafting the Annual Report element and these are being processed for the initial review by ELG.
- 2.3 Audit Wales and Internal Audit colleagues have received a copy of the timetable and concur that they will be able to meet the scheduled dates.

2 KEY RISKS/MATTERS FOR ESCALATION TO THE COMMITTEE

- 3.1 As is the case each year, the production of these annual reporting documents takes place alongside the delivery of normal business. This task is therefore a significant challenge for all those involved.

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 final timescales in place in respect of the delivery of the Annual Report process for 2022-2023.



APPENDIX 1

CTMUHB Annual Report & Financial Statements 22/23 Timetable for Submissions					
	May	June	July	August	September
Accounts	5th May Draft to WG & AW	Draft to go to the existing ARC meeting - 21st June.	Extra Ordinary Meeting of ARC to Endorse Board Approval on 26th July Existing Board Meeting on 27th July for approval. Submission to AW for Auditor General to sign and send to WG by 31st July	-	AGM 28 th September 2023
Accountability, Performance and Remuneration Report	12th May Draft to WG & AW	Draft to go to the existing ARC meeting - 21st June.	Extra Ordinary Meeting of ARC to Endorse Board Approval 26th July Existing Board Meeting 27th July for approval. Submission to AW 28th July for Auditor General to sign and send to WG by 31st July	Translation	AGM 28 th September 2023