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## Minutes of the Board Meeting, 30 June 2017

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### **Present:**

Permanent Secretary (Chair)  
Gawain Evans  
Andrew Goodall  
Natalie Pearson  
David Richards  
Elan Closs Stephens  
Ann Keane  
Adrian Webb  
Joanna Jordan  
Sarah Rhodes  
James Owen (deputising for Peter Kennedy)  
Tracey Burke (deputising for James Price)

### **In attendance:**

Jo Salway (Item 2)  
Toby Mason (Item 2)  
Des Clifford (Item 3)  
Helen Morris (Item 4)

### **Apologies:**

James Turner  
Jeff Godfrey

### **Secretariat:**

Sarita Marshall  
Catherine Ashford

## **Welsh Government Performance**

### **1. Finance Report [Board(17)030]**

- 1.1 Gawain Evans, Director of Finance, presented a paper outlining the forecast financial position for 2017/18, including key pressures and reserves.
- 1.2 The Board heard that, following targeted intervention, good progress had been made in relation to financial pressures in the health organisations.
- 1.3 The question of financial forecasting taking account of work around fire risk following the Grenfell Tower disaster was discussed. Owen Evans, Deputy Permanent Secretary, reported that the Cabinet Secretary for Communities & Children had set up an expert panel, chaired by the Chief Fire Adviser, to assess the safety of public buildings in Wales. It was agreed that an update on this work, including discussions around compliance in the private rented sector, and the implications for Welsh Government budgets should be brought to the next Board and Audit & Risk Committee (ARC) meetings.

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### 2. **Monitoring Delivery Progress – Cross-cutting Strategy Update [Oral]**

- 2.1 The Board received a presentation on considerations for the next steps in relation to the Cross-cutting Strategy 'Prosperity for All', following submission to Cabinet.
- 2.2 The Board agreed that strong leadership was required to implement the cross-cutting approach and that the organisation's workforce plan must align to the Strategy. The Board heard that work being undertaken on future capability would also support the new way of working.
- 2.3 Work to develop a prioritisation proposal would be undertaken over the summer, as would an engagement plan. It was agreed that communication with internal and external stakeholders was key. The Board agreed that, at its next meeting, it should consider information sharing, timelines for activity and ownership of workstreams.

## Corporate

### 3. **EU Transition [Oral]**

- 3.1 Des Clifford, Director of the Office of the First Minister, updated the Board on progress on EU Transition matters, including the likely content of the Repeal Bill.
- 3.2 Officials were continuing to produce policy papers on key aspects of EU Transition. It was agreed that consideration should be given to wider, targeted dissemination of the 'Securing Wales' Future' White Paper, especially within the academic community in Wales.

### 4. **Draft Governance Statement [Board(17)031]**

- 4.1 The Board considered the draft Governance Statement for inclusion in the published Annual Accounts. The statement outlined the main sources of assurance for the Permanent Secretary as Principal Accounting Officer, including Group Internal Control Questionnaire (ICQ) returns, Group Additional Accounting Officer Assurance Statements, and formal assurances from a range of providers. The Annual Assurance Report would be circulated to the Board.
- 4.2 It was agreed that Board members should contact the Head of Corporate Governance Unit directly with any additional items for inclusion in the Governance Statement.
- 4.3 The Board noted that the number of data losses in 2016/17 was lower than for 2015/16. Gillian Baranski, Chief Inspector CSSIW, Allan Boyd, Chief Security Officer, and Kathryn Jenkins, Deputy Chief Security Officer, were thanked for their work in reducing information losses in CSSIW.

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- 4.4 It was agreed that the Governance Statement should be placed at the front of the Annual Accounts.
- 4.5 It was agreed that a discussion on Internal Audit findings on corporate systems should be scheduled for a Senior Team meeting.
- 4.6 It was agreed that the ARC Annual Report should include reference to the way in which Welsh Government now responds to Wales Audit Office recommendations.

## **Regular Items**

### **5. Permanent Secretary's Items and Exception reports [Oral]**

#### *Permanent Secretary's Items*

- 5.1 The Permanent Secretary thanked Natalie Pearson, Deputy Director, Organisational Development and Engagement, and her team for their work on the Senior Civil Service (SCS) event on leadership and future capability.
- 5.2 The Permanent Secretary also confirmed that the Board would continue to trial BoardPad in facilitating paperless Board meetings for another 12 months.
- 5.3 The Board received an update on the cause of ICT outages that week. The issue of communicating information to staff when systems were down was discussed. It was agreed that planning for a business continuity exercise should begin urgently.

#### *Exception Reports*

- 5.4 The Board heard that the Civil Service Live event in Cardiff had been successful and attendance figures had exceeded expectations. The event had provided an excellent opportunity to showcase some important projects in Wales.
- 5.5 The Board also heard that excellent examples of cross-organisational working had been seen in recent weeks, for example the Economy & Infrastructure assurance group, and it was agreed that these should be communicated to the organisation.
- 5.6 The Board received updates on: the Parliamentary Review of the NHS care system; the UK NHS Confederation Conference, which had showcased innovative approaches being taken in the NHS in Wales; progress on developing the new curriculum and preparations for the results of the first cohort of revised GCSEs; and Equalities Week.

### **6. Sub-Committee Updates**

- 6.1 As a member of the Operations Committee, Joanna Jordan, Director of Mental Health, NHS Governance & Corporate Services, reported that the last Operations Committee meeting had considered proposals for improving the generation and quality of management information in the

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organisation, the implementation of the General Data Protection Regulation, the use of Performance Improvement Plans, and a proposal for providing assurance around the whereabouts of officials when travelling on business for security purposes.

- 6.2 The Permanent Secretary reported in the absence of the Chair of the SCS Remuneration Committee that the committee had approved the recruitment of two specialist Deputy Director roles.

## **7 Any other business**

- 7.1 The Permanent Secretary drew Board members' attention to the papers to note.

**Board Secretariat, 3 July 2017**