

AUDIT COMMITTEE

AC(2) 02-03(min)

MINUTES

Date: 17 July 2003
Time: 9.30 am
Venue: Committee Rooms 3 & 4, National Assembly for Wales,
Cardiff Bay

Attendance

Members

Janet Davies (Chair)	South Wales West
Leighton Andrews	Rhondda
Mick Bates	Montgomeryshire
Alun Cairns	South Wales West
Jocelyn Davies	South Wales East
Christine Gwyther	Carmarthen West and South Pembrokeshire
Denise Idris-Jones	Conwy
Mark Isherwood	North Wales
Val Lloyd	Swansea East

Apologies

Carl Sargeant	Alyn and Deeside
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Witnesses

Ann Lloyd	Director – NHS Wales
Stuart Fletcher	Acting Head of Estates Services, NHS Wales
Anthony Howard	Director of Infection and Communicable Diseases for the National Public Health Service in Wales

Officials

Sir John Bourn	Auditor General for Wales
Gillian Body	National Audit Office
Frank Grogan	National Audit Office
Mike Usher	National Audit Office
David Powell	Assembly Compliance Office

Claire Bennett	Committee Clerk
Lara Date	Deputy Committee Clerk

Item 1 (09.30)

Introductions, apologies, substitutions and declarations of interest.

1.1 The Chair welcomed everyone to the Committee meeting of the Audit Committee. Apologies had been received from Carl Sargeant AM.

Item 2- (09.30 - 10.30)**The management and delivery of hospital cleaning services in Wales**

Paper: AC(2)02-03(p1) - Auditor General's Report on 'The Management and delivery of hospital cleaning services in Wales'

2.1 The Committee took evidence from Ann Lloyd - Director of NHS Wales, Stuart Fletcher - Acting Head of Estates Services of NHS Wales, and Anthony Howard, Director of Infection and Communicable Diseases for the National Public Health Service in Wales, in connection with the report by the National Audit Office on behalf of the Auditor General for Wales on 'The management and delivery of hospital cleaning services in Wales'.

The Committee decided to break from 10.30 – 10.47

Item 2 (continued) (10.47 – 11.35)**The management and delivery of hospital cleaning services in Wales**

Paper: AC(2)02-03(p1)

2.2 A verbatim transcript of Item 2 will be attached as Annex A to these minutes.

Action points:

- The new NHS Wales National Standards on Hospital Cleaning would be circulated to the Committee after they were published at the end of July.
- The Committee would be provided with a note explaining the lines of accountability between all parts of the NHS Structure and the Welsh Assembly Government.
- The Committee would be provided with an update on how NHS Wales was implementing the recommendations arising from the Wanless Report 'Securing our Future Health: Taking a Long-Term View'.
- The Committee would consider the results of the next six-monthly performance management review of NHS Trusts to see how they were implementing the national standards on cleaning.
- The Committee would receive details of the results of a review of the costs of hospital cleaning.

Item 3 (11.35 - 11.45)**Cabinet responses to previous Committee reports****Papers:**

- AC(2) 02-03(p2) - Cabinet response to the Audit Committee report on The Accounts of the National Council for Education and Training for Wales for the period ending 31 March 2002
- AC(2) 02-03(p3) - Auditor General for Wales' assessment of the Cabinet response to the Audit Committee report on The Accounts of the National

Council for Education and Training for Wales for the period ending 31 March 2002

- AC(2) 02-03(p4) - Draft letter regarding the Cabinet response to the Audit Committee's report on The Accounts of the National Council for Education and Training for Wales for the period ending 31 March 2002

3.1 The committee considered AC(2)02-03(p4) - a letter drafted by the Auditor General for Wales (AGW) which took account of Members' responses to an earlier draft that had been circulated.

3.2. After discussion, during which Members noted the importance of the Committee demonstrating its independence and coming to consensus on the approach it wished to take, the letter was agreed unanimously.

Action points:

- The agreed letter would be sent to the Minister for Education and Lifelong Learning.

Item 4 (11.45)

Minutes of the previous meeting

Paper: AC(2) 01-03(min)

The Committee agreed the minutes of the previous meeting.

Item 5 - (11.45 – 11.52)

Papers to note

Papers:

- AC(2) 02-03(p5) - Report to the Audit Committee of the National Assembly for Wales by the National Council for Education and Training for Wales - progress by Further Education institutions in achieving cost savings through improved procurement practice

5.1 The Committee considered a report from the National Council for Education and Training for Wales (NCETW) on progress to improve procurement practices in the further education sector. The AGW noted that NCETW had not met the targets they had set for themselves. He suggested that when evidence was taken in the autumn in regard to NCETW's financial management of innovation and development projects, there would be an opportunity for the Committee to question the accounting officer on the report, and that a further progress report could also be requested. The Committee agreed to these two courses of action.

- AC(2) 02-03(p6) - Note on selecting appropriate witnesses to appear before the Audit Committee

5.2 The Committee discussed the paper on selecting appropriate witnesses with particular reference to the forthcoming evidence session on the AGW's report on

'NCETW's Financial Management of Innovation and Development Projects'. After discussion the Committee unanimously agreed that evidence should be taken, at the same meeting, from the Principle Accounting Officer, Sir Jon Shortridge; the current accounting officer of NCETW, Peter Higson; the former NCETW accounting officer, Mr Steve Martin; and from the current chair of NCETW, Enid Rowlands.

- AC(2) 02-03(p7) - Draft Strategic Forward Work Programme of the Health and Social Services Committee

5.3 The Committee noted the paper.

Action points:

- The Committee would invite the Principle Accounting Officer (the Permanent Secretary), the former and current accounting officers of NCETW, and the outgoing Chair of NCETW, to a meeting to give evidence in relation to the AGW's forthcoming report on the National Council's Financial Management of Innovation and Development Projects.
- The Committee would question the accounting officer of NCETW on progress by Further Education institutions in achieving procurement cost savings in the Autumn term when taking evidence in relation to the AGW's report on the National Council's Financial Management of Innovation and Development Projects.
- The Committee would also receive a further report on progress with cost savings from procurement practice for FE institutions to consider at a future meeting.

Item 6 (11.52 – 12.01)

PRIVATE SESSION

Draft Committee reports on:

- **Continuing the regeneration of Cardiff Bay**
- **Management of the Further Education Estate in Wales**
- **The Procurement of Primary Care Medicines**

6.1 The committee resolved to exclude the public from the remainder of the meeting in accordance with Standing Order 8.21(vi):

A Committee may resolve to exclude the public from a meeting or any part of a meeting where:

(vi) the committee is deliberating on the conclusions or recommendations of a report it proposes to publish; or is preparing itself to take evidence from any person.

6.2 The Committee considered and agreed its draft report on Continuing the regeneration of Cardiff Bay.

6.3 The Committee considered and agreed its draft report on Management of the Further Education Estate in Wales.

6.4 The Committee considered and agreed its draft report on the Procurement of Primary Care Medicines.

- **Action points:**

- The agreed reports would be published.
- The AGW would provide the Committee with a note to expand on comments he made in the previous meeting, regarding the ability of Ministers to respond to questions relating to issues that were the subject of ongoing investigations by the Auditor General for Wales.

The meeting closed at 12.01 pm.