
Minutes of the Board Meeting, 20 July 2017

Present:

Permanent Secretary (Chair)
Gawain Evans
Natalie Pearson
Elan Closs Stephens
Ann Keane
Adrian Webb (Items 1-4)
Peter Kennedy
James Price (Item 1, 3-8)
Simon Dean (Deputising for
Andrew Goodall)
Jeff Godfrey
James Turner (Item 1)
Gillian Baranski
Carla Lyne

In attendance:

Richard Harries, Wales Audit Office
(Item 1)
Alison Butler, Wales Audit Office
(Item 1)
Martin Swain (Item 2)
Emma Williams (Item 2)
Des Clifford (Item 3)
Piers Bisson (Item 3)
Jo Salway (Item 4)
Toby Mason (Item 4)

Apologies:

David Richards
Lynne Schofield

Secretariat:

Emma Alexander
Sarita Marshall

Corporate

1. Annual Accounts & End Year Assurance [Board(17)038 – Board(17)042]

- 1.1 Gawain Evans, Director of Finance, presented the 2016/17 Annual Accounts, and Richard Harries and Alison Butler of the Wales Audit Office (WAO) presented their draft Audit of Financial Statements report, which provided an unqualified audit opinion. The Board heard that work would be done to bring more efficiency to the accounts production and audit process in future.
- 1.2 The 2016/17 Board Annual Report was agreed, subject to the addition of a reference to the paperless approach trialled for Board meetings.
- 1.3 The Chair of the Audit and Risk Assurance Committee (ARC) presented the draft 2016/17 ARC Annual Report, which had been discussed at the last ARC meeting. The final draft would include reference to the Committee's consideration of matters relating to Future Generation and Wellbeing objectives and EU Transition.

- 1.4 The Chair of the Operations Committee presented the Committee's 2016/17 Annual Report, noting that a theme of its work was to improve consistency in processes and systems used across the organisation. It had also held several meetings in offices outside Cardiff.
- 1.5 The Permanent Secretary thanked the Operations Committee for its energy and engagement and said that, following the revision to the Board's terms of reference, the remit of the Board's sub-committees would also be considered.
- 1.6 The SCS (Senior Civil Service) Remuneration Committee's 2016/17 Annual Report was also noted.

2 Update on the Welsh Government Response to the Grenfell Tower Fire [Board(17)043]

- 2.1 An update on the current position in terms of social housing and buildings in education and health environments was provided, along with action undertaken to date in partnership with local government, the Welsh Local Government Association, Higher and Further Education representatives and the Fire and Rescue Services.
- 2.2 The Board heard that resource had been moved to support work on these issues, and that communication with tenants was an important focus. A single press point of contact had been established, daily conversations were held with the housing associations and a set of FAQs had been published on the Welsh Government website.
- 2.3 The Board also discussed the importance of the communication channels between Whitehall and Welsh Government.
- 2.4 The Board thanked the team for their work to date and offered their support as and when required.

3 EU Transition

- 3.1 Des Clifford, Director of the Office of the First Minister, and Piers Bisson, Deputy Director - European Transition, updated the Board on progress on EU Transition matters.

Welsh Government Performance

4 Monitoring Delivery Progress – Cross-cutting Strategy Update [Oral]

- 4.1 Jo Salway, Head of Cabinet Office, and Toby Mason, Head of Strategic Communications, presented an update on the next steps in relation to the Cross-cutting Strategy 'Prosperity for All'. It was agreed that the Permanent Secretary's letter to the Heads of Group should include details for engagement with stakeholders.
- 4.2 The Senior Team would take part in a Strategy session over the summer, which would provide an opportunity to share good practice and consider implementation, monitoring and reporting.

- 4.3 The Board heard that an Executive Band event would be held in September, which would reinforce the message about the need to work across portfolios.
- 4.4 Jo and Toby were congratulated on the work delivered so far.

5 Wylfa Newydd [Board(17)044]

- 5.1 Gwenllian Roberts, Deputy Director, Energy and Steel, provided an update on the Welsh Government response to Pre-Application Consultation 3 and the development of the legacy framework.
- 5.2 In light of the challenges and external drivers associated with the project, the Board agreed to the immediate mobilisation of a formal governance structure. A commissioning letter from the Permanent Secretary would be issued to facilitate this.
- 5.3 It was agreed that a separate conversation should take place on resourcing.
- 5.4 The Board agreed that an update should be provided for the September and October Board meetings.
- 5.5 It was also agreed that Operations Committee should follow up on progress at its next meeting.

6 Finance Report

- 6.1 The Board heard that the Supplementary Budget had been agreed and that the Cabinet Secretary would be writing to colleagues. Due to the timing of the Board meeting, the full Finance Report would be issued out of committee.

Regular Items

7 Permanent Secretary's Items and Exception reports [Oral]

- 7.1 Natalie Pearson, Deputy Director, Organisational Development and Engagement, provided an update on the work being undertaken to future-proof the organisation. An SCS event on leadership challenges had been held, and an event for Executive Band staff would follow in September. Board members were asked to encourage staff in their areas to attend.
- 7.2 The Board thanked Natalie for her work and noted the interdependence on the Cross-cutting Strategy, 'Prosperity for All'.

8 Sub-Committee Updates

- 8.1 The Audit and Risk Assurance Committee Chair provided an update on the Committee's last meeting, where items including assurance mapping, the Corporate Risk Register and implications of the Grenfell

Tower fire were discussed. The Committee now felt that it had more visibility of risks in the OFMCO Group.

- 8.2 The Operations Committee Chair reported that, in addition to its formal meeting, the Committee had also met separately to consider the work being undertaken on future-proofing the organisation and governance around the implementation of the Health and Wellbeing Strategy, in accordance with the commission received from the Board. In its formal meeting, the Committee had considered a regular item on procurement arrangements and had discussed the rollout of Flexible Working, which would again be considered in September. It was agreed that the Operations Committee should present recommendations on the rollout to the Board.

9 Any other business

- 9.1 Peter Kennedy gave a brief update on the apprenticeship scheme. The Board was told that the posts would be funded from within the Groups, and Groups would need to confirm their bids.
- 9.2 The Permanent Secretary drew Board members' attention to the papers to note.

Board Secretariat, 24 July 2017