

Audit & Risk Assurance Committee Meeting



Agenda

Date 10 December 2024
Time 09:30 - 13:00
Location Microsoft Teams Meeting/ Ystwyth Boardroom
Title Audit & Risk Assurance Committee Meeting

1 - 1 Introductions

09:30,

1.1 - Apologies

For information

09:30, Rhodri Evans (Hywel Dda UHB - Independent Member)

1.2 - Declaration of Interests

For information

09:30,
All

2 - Governance

09:30,

2.1 - Minutes of the Meeting held on 15 October 2024

For approval

09:30, Rhodri Evans (Hywel Dda UHB - Independent Member)

2.2 - Table of Actions

For discussion

09:35, Rhodri Evans (Hywel Dda UHB - Independent Member)

2.3 - Matters Arising not on Agenda

For discussion

09:40, Rhodri Evans (Hywel Dda UHB - Independent Member)

2.4 - Internal Audit Reports

For assurance

09:45,

Nursing Management (Limited Assurance) - see below, Item 6.3

Discharge Management Follow-up (Limited Assurance) - see below, Item 6.4

Moved up agenda to accommodate Executive Lead availability

2.5 - Escalation Status Update Report

For assurance

10:30, Philip Kloer (Hywel Dda UHB - Chief Executive), Lee Davies (Hywel Dda

UHB - Executive Director of Strategy and Planning), Shaun Ayres (Hywel Dda

UHB - Deputy Director of Operational Planning and Commissioning)

2.6 - All Wales NHS Audit Committee Chairs' Meeting Update

For information

10:55, Rhodri Evans (Hywel Dda UHB - Independent Member)

2.7 - Committee Self-Assessment

For assurance

11:00, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

3 - BREAK

11:05,

4 - Audit Wales

11:15,

4.1 - Audit Wales Update Report

For assurance

11:15, Urvisha Perez

4.2 - Structured Assessment 2024

For discussion

11:20, Urvisha Perez

4.3 - Review of Urgent and Emergency Care

For assurance

11:35, Urvisha Perez

DEFERRED to 11 February 2025 meeting

5 - Clinical Audit

11:35,

5.1 - Clinical Audit Update

For assurance

11:35, Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Ian Bebb (Hywel Dda UHB - Clinical Audit Manager), Mandy Davies (Hywel Dda UHB - Assistant Director of Nursing & Quality Improvement)

6 - NWSSP – Audit and Assurance Services - Internal Audit

11:50,

6.1 - Internal Audit Plan Progress Report

For assurance

11:50, James Johns (NWSSP - Internal Audit)

6.2 - Speaking Up Safely (Reasonable Assurance)

For assurance

11:55, James Johns (NWSSP - Internal Audit), Lisa Gostling (Hywel Dda UHB - Executive Director of Workforce & OD/Interim Deputy CEO), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Robert Blake (Hywel Dda UHB - Head of Culture and Workforce Experience), Cathie Steele (Hywel Dda UHB - Interim Assistant Director of Nursing Assurance and Safeguarding)

6.3 - Nursing Management (Limited Assurance)

For assurance

12:05, James Johns (NWSSP - Internal Audit), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Janice Cole-Williams (Hywel Dda UHB - Assistant Director of Nursing), Helen Humphreys (Hywel Dda UHB - Head of Nursing for Professional Standards and Regulation), Ceri Griffiths (Hywel Dda UHB - Interim Assistant Director of Nursing)

6.4 - Discharge Management Follow-up (Limited Assurance) *For assurance*

12:05, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Ceri Griffiths (Hywel Dda UHB - Interim Assistant Director of Nursing)

6.5 - Energy Management (Reasonable Assurance) *For assurance*

12:05, Eifion Jones (NWSSP - Audit and Assurance Services), David Butler (NWSSP - Audit and Assurance Services), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Paul Williams (Hywel Dda UHB - Head of Property Performance), Owen Harris (Hywel Dda UHB - Energy & Environment Officer)

6.6 - Capital Systems (Reasonable Assurance) *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Simon Chiffi (Hywel Dda UHB - Head of Operations)

6.7 - Cash Management (Substantial Assurance) *For assurance*

12:25, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance)

6.8 - Health and Safety *For assurance*

12:30, James Johns (NWSSP - Internal Audit)

DEFERRED to 11 February 2025 meeting

6.9 - Management of Bed Capacity *For assurance*

12:30, James Johns (NWSSP - Internal Audit)

DEFERRED to 11 February 2025 meeting

6.10 - Mortuary Services *For assurance*

12:30, James Johns (NWSSP - Internal Audit)

DEFERRED to 11 February 2025 meeting

6.11 - Financial Management

For assurance

12:30, James Johns (NWSSP - Internal Audit)

DEFERRED to 11 February 2025 meeting

7 - Financial Focus

12:30,

7.1 - Financial Assurance Report

For assurance

12:30, Huw Thomas (Hywel Dda UHB - Director of Finance)

7.2 - Counter Fraud Update

For assurance

12:35, Huw Thomas (Hywel Dda UHB - Director of Finance), Benjamin Rees
(Hywel Dda UHB - Local Counter Fraud Specialist)

**7.3 - Economic Crime and Corporate Transparency Act 2023:
Guidance to organisations on the offence of failure to prevent fraud**

For assurance

12:40, Huw Thomas (Hywel Dda UHB - Director of Finance)

8 - Assurance and Risk

12:45,

8.1 - Risk Assurance Report

For assurance

12:45, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board
Secretary)

9 - Post Payment Verification

12:50,

9.1 - Post Payment Verification (PPV) Report

For assurance

12:50, Huw Thomas (Hywel Dda UHB - Director of Finance), Amanda Legge
(NWSSP - PCS), Sue Tillman (NWSSP - PCS)

9.2 - Primary Care PPV Report

For information

12:55, Jill Paterson (Hywel Dda Health Board - Director of Primary Care, Community and Long Term Care), Rhian Bond (Hywel Dda UHB - Assistant Director of Primary Care)

10 - For Information

13:00,

10.1 - ARAC Workplan 2024/25

For information

13:00,

11 - Any Other Business

13:00,

12 - Review of Meeting

13:00,

12.1 - Matters and Risks for Escalation to the Board

For discussion

13:00,

13 - Date and Time of Next Meeting

13:00,

9.30am, 11 February 2025