

Audit & Risk Assurance Committee Meeting



Agenda

Date 11 February 2025
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 - NWSSP – Audit and Assurance Services - Internal Audit (Part 1)

09:30,

2.1 - Management of Bed Capacity (Limited Assurance)

For assurance

09:30, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Peter Skitt (Hywel Dda UHB - Clinical Care Group Service Director - Community & Integrated Medicine)

2.2 - Mortuary Services (Limited Assurance)

For assurance

09:50, James Johns (NWSSP - Internal Audit), James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Dylan Jones (Hywel Dda UHB - Head of Pathology Service), Simon Chiffi (Hywel Dda UHB - Head of Operations), Craig Baker (Hywel Dda UHB - Cellular Pathology Service Manager), Jonathan Arthur (Hywel Dda UHB - Deputy Director of Health Sciences)

3 - Audit Wales

10:10,

3.1 - Revised Operational Governance Arrangements

For assurance

10:10, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer)

3.2 - Structured Assessment - 2023 Management Response Update and 2024 Management Response

For assurance

10:30, Anne Beegan, Urvisha Perez, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary), Huw Thomas (Hywel Dda UHB - Director of Finance), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Ardiana Gjini (Hywel Dda UHB - Executive Director of Public Health), Bruce Bolam (Hywel Dda UHB - Deputy Director Public Health/Consultant in Public Health)

3.3 - Audit Wales Update Report

For assurance

10:50, Urvisha Perez

3.4 - Audit Wales Outline Annual Plan 2025

For discussion

10:55, Anne Beegan, Urvisha Perez

3.5 - Review of Urgent and Emergency Care

For assurance

11:05, Anne Beegan, Urvisha Perez

DEFERRED to 15 April 2025 meeting

3.6 - Planned Care Review

For assurance

11:05, Anne Beegan, Urvisha Perez

DEFERRED to 15 April 2025 meeting

**3.7 - Review of Arrangements for Capital Programme
Prioritisation**

*For
assurance*

11:05, Anne Beegan, Urvisha Perez

DEFERRED to 24 June 2025 meeting

4 - NWSSP – Audit and Assurance Services - Internal Audit (Part 2)

11:05,

4.1 - Internal Audit Plan Progress Report

For assurance

11:05, James Johns (NWSSP - Internal Audit)

4.2 - Health and Safety (Limited Assurance)

For assurance

11:10, James Johns (NWSSP - Internal Audit), James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science), Tim Harrison (Hywel Dda UHB - Head of Health, Safety and Security), Adam Springthorpe (Hywel Dda UHB - Health & Safety Manager), Jonathan Arthur (Hywel Dda UHB - Deputy Director of Health Sciences)

4.3 - Data Quality (Limited Assurance)

For assurance

11:30, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance), Anthony Tracey (Hywel Dda UHB - Digital Director)

4.4 - Financial Management

For assurance

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

DEFERRED to 15 April 2025 meeting

4.5 - Performance Management Arrangements

For assurance

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

DEFERRED to 15 April 2025 meeting

4.6 - Executive Team Working

For assurance

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

DEFERRED to 15 April 2025 meeting

4.7 - Elective Waiting List Management

For assurance

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

DEFERRED to 15 April 2025 meeting

4.8 - Learning Lessons

For assurance

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

DEFERRED to 15 April 2025 meeting

4.9 - Medical Workforce (Medical Locums Planned Care)

For assurance

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

DEFERRED to 15 April 2025 meeting

5 - Financial Focus

11:50,

5.1 - Financial Assurance Report

For assurance

11:50, Huw Thomas (Hywel Dda UHB - Director of Finance)

5.2 - Annual Statement of Financial Procedures

For information

12:00, Huw Thomas (Hywel Dda UHB - Director of Finance)

5.3 - Counter Fraud Update

For assurance

12:05, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

6 - Assurance and Risk

12:10,

6.1 - Audit Tracker

For assurance

12:10, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

7 - Governance

12:20,

7.1 - Minutes of the Meeting held on 10 December 2024

For approval

12:20, Rhodri Evans (Hywel Dda UHB - Independent Member)

7.2 - Table of Actions

For discussion

12:20, Rhodri Evans (Hywel Dda UHB - Independent Member)

7.3 - Matters Arising not on Agenda

For discussion

12:25, Rhodri Evans (Hywel Dda UHB - Independent Member)

7.4 - Escalation Status Update Report

For assurance

12:25, 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)

8 - NWSSP – Audit and Assurance Services - Internal Audit (Part 3)

12:45,

8.1 - Targeted Intervention Governance (Reasonable Assurance) *For assurance*

12:45, James Johns (NWSSP - Internal Audit), Philip Kloer (Hywel Dda UHB - Chief Executive), Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary), Lee Davies (Hywel Dda UHB - Executive Director of Strategy and Planning), Shaun Ayres (Hywel Dda UHB - Deputy Director of Operational Planning and Commissioning)

9 - For Information

12:55,

9.1 - ARAC Workplan 2024/25

For information

12:55,

10 - Any Other Business

12:55,

11 - Review of Meeting

12:55,

11.1 - Matters and Risks for Escalation to the Board

For discussion

12:55,

12 - Date and Time of Next Meeting

12:55,

9.30am, 15 April 2025