

Audit & Risk Assurance Committee Meeting



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Hywel Dda
University Health Board

Agenda

Date 15 April 2025
Time 09:30 - 13:00
Location Microsoft Teams Meeting/ Ystwyth Boardroom; Ystwyth Board Room
Avocor (Hywel Dda UHB - Generic Account)
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 11 February 2025

For approval

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

2.2 - Table of Actions

For discussion

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

2.3 - Matters Arising not on Agenda

For discussion

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

2.4 - Escalation Status Update Report

For assurance

09:35, Philip Kloer (Hywel Dda UHB - Chief Executive), Lee Davies (Hywel Dda UHB - Executive Director of Strategy and Planning), Shaun Ayres (Hywel Dda UHB - Director of Delivery)

2.5 - All Wales NHS Audit Committee Chairs' Meeting Update

For information

10:05, Rhodri Evans (Hywel Dda UHB - Independent Member)

Meeting cancelled

2.6 - Standing Orders, Standing Financial Instructions and Scheme of Delegation

For approval

10:05, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

3 - Audit Wales

10:10,

3.1 - Audit Wales Update Report

For assurance

10:10, Urvisha Perez

3.2 - Audit Wales Audit Plan 2025

For approval

10:15, Anne Beegan, Urvisha Perez, David Williams

3.3 - Review of Urgent and Emergency Care

For assurance

10:25, Anne Beegan, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer)

DEFERRED to 24 June 2025 meeting

3.4 - Planned Care Review

For assurance

10:25, Anne Beegan, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer)

DEFERRED to 24 June 2025 meeting

3.5 - Cancer Services in Wales: A review of the strategic approach to improving the timeliness of diagnosis and treatment *For discussion*

10:25, Anne Beegan, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Keith Jones (Hywel Dda UHB - Director of Operational Planning & Performance)

4 - Clinical Audit

10:45,

4.1 - Clinical Audit Update *For assurance*

10:45, 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)

5 - BREAK

11:00,

6 - NWSSP – Audit and Assurance Services - Internal Audit

11:10,

6.1 - Internal Audit Plan Progress Report *For assurance*

11:10, James Johns (NWSSP - Internal Audit)

6.2 - Internal Audit Plan 2025 *For approval*

11:15, James Johns (NWSSP - Internal Audit)

6.3 - Learning Lessons (Reasonable Assurance) *For assurance*

11:25, James Johns (NWSSP - Internal Audit), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Louise O'Connor (Hywel Dda Health Board - Assistant Director), Cathie Steele (Hywel

Dda UHB - Interim Assistant Director of Nursing Assurance and Safeguarding)

6.4 - Elective Waiting List Management (Substantial Assurance) *For assurance*

11:35, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Keith Jones (Hywel Dda UHB - Director of Operational Planning & Performance)

6.5 - Consultant Job Planning Follow-up (Reasonable Assurance) *For assurance*

11:45, James Johns (NWSSP - Internal Audit), Mark Henwood (Hywel Dda UHB - Interim Medical Director)

6.6 - Financial Management (Reasonable Assurance) *For assurance*

11:55, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance)

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

12:05, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance)

6.8 - Executive Team Working *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Philip Kloer (Hywel Dda UHB - Chief Executive), Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

DEFERRED to 8 May 2025 meeting

6.9 - Cleanliness/Cleaning Standards Follow-up *For assurance*

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

DEFERRED to 8 May 2025 meeting

6.10 - Withybush Hospital (WGH) RAAC *For assurance*

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

DEFERRED to 8 May 2025 meeting

6.11 - Continuing Healthcare – Database Maintenance and Finance Processes *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Jill Paterson (Hywel Dda Health Board - Director of Primary Care, Community and Long Term Care), Huw Thomas (Hywel Dda UHB - Director of Finance)

DEFERRED to 8 May 2025 meeting

6.12 - Annual Planning *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Lee Davies (Hywel Dda UHB - Executive Director of Strategy and Planning)

DEFERRED to 8 May 2025 meeting

6.13 - Discharge Management Follow-up *For assurance*

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

DEFERRED to 24 June 2025 meeting

6.14 - Contract Management *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Huw Thomas (Hywel Dda UHB - Director of Finance), Lee Davies (Hywel Dda UHB - Executive Director of Strategy and Planning)

DEFERRED to 24 June 2025 meeting

6.15 - Medical Workforce (Medical Locums Planned Care) *For assurance*

12:15, James Johns (NWSSP - Internal Audit), Mark Henwood (Hywel Dda UHB - Interim Medical Director)

DEFERRED to 2025/26 IA Plan

7 - Financial Focus

12:15,

7.1 - Financial Assurance Report *For assurance*

12:15, Huw Thomas (Hywel Dda UHB - Director of Finance)

7.2 - Counter Fraud Annual Report 2024/25

For information

12:20, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

7.3 - Counter Fraud Work Plan 2025/26

For approval

12:25, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

7.4 - NHS Counter Fraud Authority Draft SRT Return

For information

12:30, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

8 - Assurance and Risk

12:35,

8.1 - Risk Assurance Report

For assurance

12:35, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

9 - For Information

12:45,

9.1 - ARAC Workplan 2025/26

For information

12:45,

10 - Any Other Business

12:45,

11 - Review of Meeting

12:45,

11.1 - Matters and Risks for Escalation to the Board

For discussion

12:45,

12 - Date and Time of Next Meeting

12:45,

9.30am, 8 May 2025 (Review of Draft Annual Accounts and Accountability Report)

9.30am, 24 June 2025