

Audit & Risk Assurance Committee Meeting



Agenda

Date 15 October 2024
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

09:35,
All

2 - Governance

09:35,

2.1 - Minutes of the Meeting held on 13 August 2024

For approval

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

2.2 - Table of Actions

For discussion

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

2.3 - Matters Arising not on Agenda

For discussion

09:45, Rhodri Evans (Hywel Dda UHB - Independent Member)

2.4 - Escalation Status Update Report

For assurance

09:45, Philip Kloer (Hywel Dda UHB - Interim 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)

2.5 - All Wales NHS Audit Committee Chairs' Meeting Update

For information

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

2.6 - Scheme of Delegation

For approval

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

2.7 - Procedure 175: Management of Board and Committees Standard Operating Procedure

For approval

10:15, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary), Charlotte Wilmshurst (Hywel Dda Health Board - Assistant Director of Assurance and Risk), Clare James (Hywel Dda UHB - Head of Corporate Governance)

3 - Audit Wales

10:20,

3.1 - Audit Wales Update Report

For assurance

10:20, Urvisha Perez

3.2 - Review of Urgent and Emergency Care

For assurance

10:30, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Alison Bishop (Hywel Dda UHB - USC Lead), Keith Jones (Hywel Dda UHB - General Manager), Sarah Perry (General Manager Unscheduled Care - Hywel Dda UHB)

DEFERRED to 10 December 2024 meeting

4 - BREAK

10:30,

5 - NWSSP – Audit and Assurance Services - Internal Audit

10:40,

5.1 - Internal Audit Plan Progress Report

For assurance

10:40, James Johns (NWSSP - Internal Audit)

5.2 - Falls Management (Reasonable Assurance)

For assurance

10:50, James Johns (NWSSP - Internal Audit), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Ceri Griffiths (Hywel Dda UHB - Interim Assistant Director of Nursing)

5.3 - Emergency and Business Continuity Planning (Reasonable Assurance)

For assurance

11:00, James Johns (NWSSP - Internal Audit), Ardiana Gjini (Hywel Dda UHB - Executive Director of Public Health), Sam Hussell (Head of Health Emergency Planning)

5.4 - Digital Benefits Realisation (Substantial Assurance)

For assurance

11:10, James Johns (NWSSP - Internal Audit), Martyn Lewis (NWSSP), Huw Thomas (Hywel Dda UHB - Director of Finance), Anthony Tracey (Hywel Dda UHB - Digital Director), Carolyn Williams (Hywel Dda UHB - Head of Digital Innovation & Transformation)

5.5 - Ultrasound Services (Reasonable Assurance)

For assurance

11:20, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Gail Roberts-Davies (Hywel Dda UHB - Head of Radiology), Sarah Procter (Hywel Dda UHB - Deputy Head Of Radiology), Keith Jones (Hywel Dda UHB - General Manager), Lisa Humphrey (Hywel Dda UHB - Interim General Manager)

5.6 - Transforming Urgent and Emergency Care - Progress update on Management Response

For assurance

11:30, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Alison Bishop (Hywel Dda UHB - USC Lead), Thomas Alexander (Hywel Dda UHB - Principal Programme Manager)

5.7 - Speaking Up Safely

For assurance

11:45, James Johns (NWSSP - Internal Audit), Sharon Daniel (Hywel Dda UHB - Interim Executive Director of Nursing, Quality & Patient Experience), Lisa Gostling (Hywel Dda UHB - Executive Director of Workforce & OD/Interim Deputy CEO), Robert Blake (Hywel Dda UHB - Head of Culture and Workforce Experience)

DEFERRED to 10 December 2024 meeting

5.8 - Nursing Management

For assurance

11:45, 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)

DEFERRED to 10 December 2024 meeting

5.9 - Health and Safety

For assurance

11:45, 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)

DEFERRED to 10 December 2024 meeting

5.10 - Cash Management

For assurance

11:45, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance)

DEFERRED to 10 December 2024 meeting

6 - Financial Focus

11:45,

6.1 - Financial Assurance Report

For assurance

11:45, Huw Thomas (Hywel Dda UHB - Director of Finance)

6.2 - Counter Fraud Update

For assurance

11:55, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

7 - Assurance and Risk

12:05,

7.1 - Audit Tracker

For assurance

12:05, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

8 - For Information

12:15,

8.1 - ARAC Workplan 2024/25

For information

12:15,

9 - Any Other Business

12:20,

10 - Review of Meeting

12:20,

10.1 - Matters and Risks for Escalation to the Board

For discussion

12:20,

11 - Date and Time of Next Meeting

12:25,

9.30am, 10 December 2024