

Audit & Risk Assurance Committee Meeting (incl Review of Final Annual Report and Accounts)



Agenda

Date	24 June 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 (incl Review of Final Annual Report and Accounts)

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 Meetings held on 15 April and 8 May 2025

For approval

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

2.2 - Table of Actions

For assurance

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

2.3 - Matters Arising not on Agenda

For discussion

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

2.4 - Escalation Status Update Report

For assurance

09:30, 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 - Committee Self-Assessment

For assurance

09:45,
DEFERRED to 12 August 2025 meeting

2.6 - Annual Review of Committee Terms of Reference

For approval

09:45, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

2.7 - Standing Financial Instructions

For approval

09:50, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

3 - Audit Wales

09:55,

3.1 - Audit Wales Update Report

For assurance

09:55, Anne Beegan, Urvisha Perez

3.2 - Review of Urgent and Emergency Care

For assurance

10:00, Anne Beegan, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Gareth Cottrell (Hywel Dda UHB - Deputy Chief Operating Officer), Peter Skitt (Hywel Dda UHB - Clinical Care Group Service Director - Community & Integrated Medicine), Thomas Alexander (Hywel Dda UHB - Principal Programme Manager)

3.3 - Planned Care Review

For assurance

10:15, Anne Beegan, Urvisha Perez, Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), Keith Jones (Hywel Dda UHB - Director of Operational Planning & Performance), Stephanie Hire (Hywel Dda UHB - Programme Lead - Transformation Planned Care), Lisa Humphrey (Hywel Dda UHB - General Manager, Women & Children), Paula Goode (Hywel Dda UHB - Service Director for Planned and Specialist Care)

3.4 - Review of Capital Investment Prioritisation

For assurance

10:30, Anne Beegan, Urvisha Perez, Lee Davies (Hywel Dda UHB - Executive Director of Strategy and Planning), Paul Williams (Hywel Dda UHB - Assistant Director Of Strategic Planning), Eldeg Rosser (Head of Capital Planning)

3.5 - Cost Savings Arrangements Checklist

For discussion

10:45, Anne Beegan, Urvisha Perez

4 - BREAK

10:50,

5 - NWSSP – Audit and Assurance Services - Internal Audit

11:00,

5.1 - Internal Audit Plan Progress Report

For assurance

11:00, James Johns (NWSSP - Internal Audit)

5.2 - Head of Internal Audit Opinion & Annual Report 2024/25

For discussion

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

5.3 - Discharge Management Follow-up (Advisory Report) *For assurance*

11:15, 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), Anna Chiffi (Hywel Dda UHB - Assistant Director of Nursing, Patient Safety, Quality)

5.4 - Standards of Cleanliness (Limited Assurance) *For assurance*

11:25, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science), Simon Chiffi (Hywel Dda UHB - Head of Operations), Elin Brock (Hywel Dda UHB - Head of Research, Innovation & Improvement)

5.5 - Reinforced Autoclaved Aerated Concrete (RAAC) – Withybush General Hospital (Reasonable Assurance) *For assurance*

11:45, James Johns (NWSSP - Internal Audit), Andrew Carruthers (Hywel Dda UHB - Chief Operating Officer), James Severs (Hywel Dda UHB - Executive Director of Allied Health Professions and Health Science), Julian Wheeler Jones (Hywel Dda UHB - Discretionary Capital Projects Manager)

5.6 - Continuing Health Care – Database Maintenance and Finance Processes (Substantial Assurance) *For assurance*

11:50, James Johns (NWSSP - Internal Audit), Huw Thomas (Hywel Dda UHB - Director of Finance)

5.7 - Contract Management (Advisory Report) *For assurance*

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

5.8 - Follow Up Review (Reasonable Assurance) *For assurance*

12:05, James Johns (NWSSP - Internal Audit), Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary), Charlotte Wilmshurst (Hywel Dda Health Board - Assistant Director of Assurance and Risk)

5.9 - Primary Care Strategy including Managed Practices

12:10,
DEFERRED to 2025/26 Plan

6 - Financial Focus

12:10,

6.1 - Financial Assurance Report

For assurance

12:10, Huw Thomas (Hywel Dda UHB - Director of Finance)

6.2 - Counter Fraud Update

For assurance

12:15, Benjamin Rees (Hywel Dda UHB - Local Counter Fraud Specialist)

7 - Assurance and Risk

12:20,

7.1 - Audit Tracker

For assurance

12:20, Joanne Wilson (Hywel Dda UHB - Director of Corporate Governance/Board Secretary)

8 - Year-end Governance

12:25,

8.1 - Audit Wales ISA 260 and Letter of Representation

For assurance

12:25, Huw Thomas (Hywel Dda UHB - Director of Finance)

8.2 - Final Accounts for 2024/25

For approval

12:35, Huw Thomas (Hywel Dda UHB - Director of Finance)

8.3 - HDdUHB Annual Report 2024/25

For approval

12:45, Philip Kloer (Hywel Dda UHB - Chief Executive)

9 - Post Payment Verification

13:00,

9.1 - Post Payment Verification (PPV) Annual Report

For assurance

13:00,

DEFERRED to 12 August 2025 meeting

9.2 - Primary Care PPV Report

For information

13:00,

DEFERRED to 12 August 2025 meeting

10 - For Information

13:00,

10.1 - ARAC Workplan 2025/26

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, 12 August 2025