

Internal Audit Progress Report

Audit Committee

September 2024

Swansea Bay University Health Board

NWSSP Audit and Assurance Services



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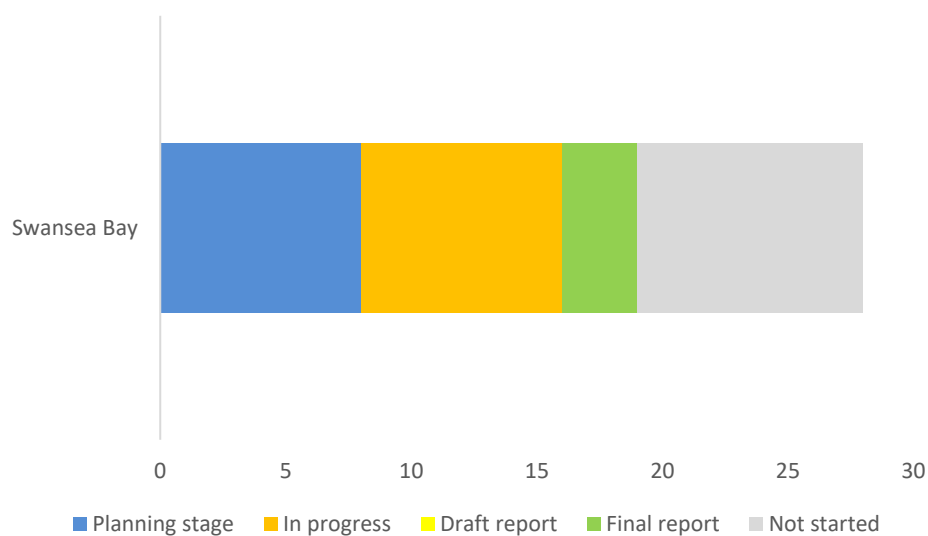
1. Introduction

The purpose of this report is to:

- highlight progress of the 2024/25 Internal Audit Plan to the Audit Committee; and
- provide an overview of other activity undertaken since the previous meeting.

2. Progress against the 2024/25 Internal Audit Plan

There are 28 reviews in the 2024/25 Internal Audit Plan, and overall progress is shown below.



Detailed progress in respect of each of the reviews in the 2024/25 Internal Audit Plan is summarised in Appendix A.

3. Proposed changes to approved plan

No further changes are proposed in respect of the 2024/25 Internal Audit Plan.






4. Engagement

The following meetings have been held/attended during the reporting period:

- observation of Board and Committee meetings;
- audit scoping and debrief meetings;
- liaison with senior management; and
- liaison with external regulators.

5. Key Performance Indicators

- Correct on 31 August 2024

Indicator	Status	Actual	Target
Operational Audit Plan agreed for 2024/25		March	By 30 June
Audits reported over planned		3	3
Work in progress		8	
Report turnaround: time from fieldwork completion to draft reporting [10 days]		3 out of 3	80%
Report turnaround: time taken for management response to draft report [15 days]		2 out of 3	80%
Report turnaround: time from management response to issue of final report [10 days]		2 out of 2	80%

Key:

- $v > 20\%$
- $10\% < v < 20\%$
- $v < 10\%$

6. Recommendation

- The Audit Committee is invited to note the above.

Appendix A: Progress against 2024/25 Internal Audit Plan

Review	Status	Rating	Key matters arising	Outline timing	Anticipated Audit Committee ¹
Risk Management and Assurance	Not started			Q4	May / July 2025
Service Group Governance Arrangements	Not started			Q3/4	March / May 2025
Procurement and Contract Management (All Wales review)	Planning			TBC	TBC
Asset Management	Planning			Q3/4	March / May 2025
Business Continuity Planning	Not started			Q3	March 2025
Tertiary Services	In progress			Q2	November 2024
Population Health Strategy	Planning			Q1/2	November 2024 / January 2025
Learning from Incidents and Concerns	Not started			Q2	November 2024 / January 2025
Quality and Safety Deep Dive Process	Not started			Q3	January / March 2025
Mortality Reviews	Final report	Reasonable	No overarching policy in place; Training provided to Learning from Death Panel members is not recorded; Instances of non-compliance with the mortality reviews process; A lack of monitoring on the status of referrals that progress to Level 3, as well as required action plans and their subsequent implementation; and A lack of reporting, at Service Group Level.	Q1	September 2024
Discharge Planning	Planning			Q2	January 2025

¹ May be subject to change

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Review	Status	Rating	Key matters arising	Outline timing	Anticipated Audit Committee ¹
Primary Care Cluster Plans	Final report	Reasonable	Attendance at Pan Cluster Planning Groups, and the need to fill vacant posts; The delivery status of schemes / priorities should be enhanced to include the defined actions, owners and timescales to complete; Absence of performance measures for priorities and outcomes; and Limited reporting at both Service Group level and to Board Committees.	Q1	September 2024
Acute Medical Services Redesign Programme – Benefits Realisation	Not started			Q3	March 2025
Child and Adolescent Mental Health Service Transition	In progress			Q2	November 2024
Fertility Service	Not started			Q3/4	March / May 2025
Mortuary Service (Joint review with Hywel Dda UHB)	Planning			Q3	January 2025
Clinical Coding	Final report	Limited	There are a number of vacancies and recruitment is impacted by external factors. As such there is insufficient resource to meet Welsh Government targets. The issues are generally understood within the department and actions have commenced, however there is no formal improvement plan and we have noted limited reporting and escalation of the challenges.	Q1/2	September 2024
Business Intelligence Plan Implementation	Not started			Q4	May / July 2025
Records Management (non-health)	In progress			Q3	November 2024
Data Quality	Planning			Q2	March 2025

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Review	Status	Rating	Key matters arising	Outline timing	Anticipated Audit Committee ¹
Speaking Up Safely	In progress			Q2/3	November 2024
Strategic Equality Action Plan	Planning			TBC	TBC
Follow Up	Not started			Q4	May / July 2025
Capital & Estates					
Capital Systems	Planning			Q3	March 2025
Neath Port Talbot District General Hospital (DGH) Private Finance Initiative (PFI)	In progress			Q4	May 2025
Estates Assurance: Energy Management	In progress			Q3	March 2025
Estates Assurance: Estates Condition (Governance and Assurance Arrangements)	In progress			Q4	May 2025
Morrison Hospital: Burns / ICU (Phase 1)	In progress			Q3	March 2025

¹ May be subject to change