

Trust Board Meeting: Wednesday, 9 January 2013

TB2013.17

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| Title | Audit Committee |
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| Status | A paper highlighting key areas of discussion at the Audit Committee meeting held on 14 November 2012, and formally presenting the minutes of the meeting of 14 September 2012 |
| History | This is a regular report to the Board |

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| Board Lead | Mrs Anne Tutt, Committee Chairman | | | |
| Key purpose | Strategy | Assurance | Policy | Performance |

Summary

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| 1 | The Audit Committee met on 14 November 2012. |
| 2 | This paper sets out the key decisions, actions, risks and matters for future consideration as raised by the Committee. Attached are the approved minutes of the Committee's meeting held on 14 September 2012. |
| 3 | Recommendation: The Board is asked to note the contents of this paper. |

1. Introduction

The Audit Committee met on 14 November 2012. The approved minutes of the 14 September 2012 meeting are attached as Appendix A.

2. Significant issues of interest to the Board

The Committee received and noted the proposed amendments to the Standing Orders / Scheme of Delegation / Standing Financial Instructions. It received the following reports: Cycle of Business, Board Assurance Framework, Corporate Risk Register, Internal Audit Progress Review, Counter Fraud Progress Report and Compliance Reports.

3. Key Risks Discussed

The following potential risk was discussed:

- The impact around overseas private patients and a clear process for recovering monies particularly where an emergency had developed into a long term condition.

In addition the committee discussed risk appetite and the need to take a realistic approach to risk which may require the Trust to take measured risks in some areas across a broad range of items to enable the Trust to deliver transformation of services and deliver on its targets.

4. Key decisions taken

The following key decisions were made:

- The Cycle of Business was agreed with some minor amendments.
- The Risk Deep Dives Programme was agreed with an opportunity for the Committee to do a look back and forward in March.
- The amendments to the Standing Orders / Scheme of Delegation / Standing Financial Instructions be recommended to the Board for approval at their meeting in January.

5. Agreed Actions

- Amend the Cycle of Business to include a review of any material judgements in May.
- Review best time for the quality deep dive to take place in conjunction with the quality committee timescales and other factors.
- Include tracked debtors and debtor days in the Debtors and Cash Control Environment assurance review paper.
- Include a paragraph in the Internal Audit Progress Review confirming that the Committee was dealing with the right issues and how national issues could affect the Trust.
- To colour code future waivers and rejections paper highlighting new additions.

6. Matters deferred for future consideration

- There were no matters deferred for a future meeting.

7. Assurance required from/actions required by other Board sub-committees

- The Committee did not require actions or assurance from other Board sub-committees.

8. Matters to be referred to the Trust Board

- The amendments to the Standing Orders / Scheme of Delegation / Standing Financial Instructions be recommended to the Board for approval at their meeting in January.

Anne Tutt, Audit Committee Chairman
January 2013