



MEETING TITLE Public Trust Board Meeting		MEETING DATE 26 November 2013	
TITLE of PAPER		Audit Committee Report	PAPER REF 7.3
STRATEGIC OBJECTIVE		To provide cost effective services that contribute to the objectives of the wider health economy To provide services which exceed patient and commissioner expectations To develop culture, systems and processes to support continuous improvement and innovation	
PURPOSE OF THE PAPER		To inform the Trust Board regarding the activities of the Audit Committee and provide assurance	
For Approval		<input type="checkbox"/>	For Assurance X
For Decision		<input type="checkbox"/>	Discussion/Information X
AUTHOR / LEAD	Barrie Senior, Chairman of the Audit Committee	ACCOUNTABLE DIRECTOR	Rod Barnes, Executive Director of Finance & Performance
DEBATED AT:		Committee/Group: Choose an item. Choose an item.	Date: Click here to enter a date. Click here to enter a date.
PREVIOUSLY AGREED AT:		Committee/Group: Choose an item. Choose an item.	Date: Click here to enter a date. Click here to enter a date.
RECOMMENDATION		The Trust Board derives adequate assurance regarding the activities of the Audit Committee	
RISK ASSESSMENT		Yes	No
Corporate Risk Register and/or Board Assurance Framework amended <i>If 'Yes' – expand in Section 4. / attached paper</i>		<input type="checkbox"/>	X
Resource Implications (Financial, Workforce, other - specify) <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	X
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	X
Quality and Diversity Implications <i>If 'Yes' – please attach to the back of this paper</i>		<input type="checkbox"/>	X
ASSURANCE/COMPLIANCE			
Care Quality Commission Registration Outcome(s)		Choose an item. Choose an item. Choose an item.	
NHSLA Risk Management Standards for Ambulance Trusts		Choose an item. Choose an item. Choose an item.	

1. PURPOSE/AIM

- 1.1 The aim of this paper is to provide the Trust Board with an update on the activities of the Audit Committee, and to provide assurance that the Committee is complying with its purpose as set out in its terms of reference.

2. BACKGROUND/CONTEXT

- 2.1 At the Trust Board meeting on 24 September, the Audit Committee Chairman provided a verbal summary of the key matters arising during the 16 July Audit Committee meeting. The draft minutes of the 16 July Audit Committee meeting were subsequently considered and approved at the Audit Committee meeting on 17 October.
- 2.2 The draft minutes of the 17 October Audit Committee meeting will be considered at the next Audit Committee meeting, on 10 December.

3. MATTERS TO BE REPORTED

- 3.1 This report presents:

- the approved minutes of the 16 July Audit Committee meeting
- a report of the key matters considered, discussed and agreed at the 17 October Audit Committee meeting

- 3.2 The approved minutes of the 16 July Audit Committee meeting are attached as an appendix.

- 3.3 Key matters arising at the 17 October 2013 Audit Committee meeting

The Audit Committee:

- received updates representing good progress in pursuing outstanding actions on the Audit Committee Action Log.
- received an update on Risk Assurance Reporting, including the Board Assurance Framework and the Corporate Risk Register, providing satisfactory assurance.
- considered and provided feedback regarding the latest version of the Trust's Risk Management & Assurance Strategy.
- received and considered an Audit Committee Assurance Report from the Finance & Investment Committee which provided assurance regarding the management of financial risks and highlighted key matters to be discussed and considered at that Committee's 12 November meeting.

- received a Charitable Funds Committee Risk Assurance Report confirming that Committee's proposed approach to providing on-going risk management assurance to the Audit Committee.
- received a Quality Committee Assurance Report providing assurance regarding the management of Quality risks.
- received further assurance from the Executive Director of Finance & Performance and from Internal Audit regarding the accuracy and completeness of the Trust's Integrated Performance Report (IPR). The planned further improvements to the IPR, and the need to maintain accuracy and completeness were noted.
- received and discussed an effectiveness report and a transparency report presented by the Trust's external auditors, Deloitte. The Committee was assured as to the adequacy of the service provided by the external auditors.
- received an Internal Audit Progress Report, providing an update on work according to the agreed Internal Audit Plan and providing assurance in respect of auditable areas reviewed.
 - Concern was expressed by Committee members regarding the 'limited assurance' findings of an internal audit review of the administration of Community First Responders. The Chairman of the Quality Committee undertook to investigate the findings at the 12 November Quality Committee meeting.
 - Concern was also expressed by Committee members regarding further 'limited assurance' audit findings relating to the Trust's recruitment processes and controls. A presentation from the Executive Director of People & Engagement has been requested at the next Audit Committee meeting.
- received a progress report from the Local Counter Fraud Service, confirming the investigations currently in progress.
- received and approved a new Anti-Fraud, Bribery and Corruption Policy for the Trust, in the form of a new template provided by NHS Protect.
- reviewed management progress in acting upon audit recommendations.
- reviewed and accepted a report in respect of SFI waivers and contract award activity over £100k
- reviewed and approved the Schedule of Losses and Special Payments for Quarter 2, 2013/14.
- considered the feedback from the NHS TDA resulting from observation of the 16 July Audit Committee meeting.

4. PROPOSALS/NEXT STEPS

- 4.1 Proposals and next steps are as above, and as are embedded in the draft minutes of, and the updated Action Log emanating from, the 17 October Audit Committee meeting.

5. RISK ASSESSMENT

- 5.1 Not applicable

6 RECOMMENDATIONS

It is recommended that the Board:

- notes and is assured by the content of this report, and
- derives adequate assurance regarding the activities of the Audit Committee and the assurance that it provides.

7. APPENDICES/BACKGROUND INFORMATION

One appendix is attached to this report:

- Approved minutes of the 16 July 2013 Audit Committee meeting

Barrie A Senior FCA
Chairman – Audit Committee
15 November 2013