



Paper Ref
6.1

Meeting Title Trust Board Meeting (held in Public)	Meeting Date 1 November 2022
Reporting Committee	Audit Committee
Committee Chaired By	Andrew Chang, Non-Executive Director
Lead Executive Director	Kathryn Vause: Executive Director of Finance
Date of Last Committee Meeting[s]	18 October 2022

Summary of Key Matters Considered and Decisions Taken

The Committee has held one meeting since its last report to the Board in July 2022. The meeting was held via videoconference and was quorate. The key areas of discussion during the meeting are noted below.

- The Committee received reports relating to Internal Audit on the progress of the Internal Audit Plan 2022-23, noting that slow progress was being made; two 'Limited Assurance' internal reports; and the progress on completion of outstanding actions, including actions being taken by the Trust to ensure that these are completed within a timely manner.
- The Committee approved the transfer of 10 days within the 2022-23 Audit Plan from the Financial Systems planned activity to support the delivery of the YAS Improving NHS Financial Sustainability audit.
- A significant amount of work had been completed to ensure compliance with the Counter Fraud Standards, noting that YAS was performing well when benchmarked against other Trusts across Yorkshire.
- The Committee received a final report on the Overpayment of Salaries and actions being progressed to reduce the number of overpayments. It was noted that overall, YAS was not an outlier in this area but had made concerted efforts to reduce these. It was agreed that this would continue to be monitored via the routine assurance report '*Review of Schedule of Losses and Special Payments*' which was received at each meeting. The Committee thanked both the Finance and HR teams on their joint working in this area.
- The Freedom to Speak up (FTSU) Mid-year report, which had identified a number of concerns raised relating to equality, diversity and inclusion. The Committee requested that an update be provided around the action taken in relation to these as part of the next FTSU report to the Committee.
- The Committee discussed the Corporate Risk Register and Board Assurance Framework which was undergoing a refresh. Handover Delays remained the highest risk for the Trust and the Committee noted the work being undertaken with system partners to mitigate this.
- 360 Assurance facilitated the HFMA Audit Committee Self-Assessment process, which indicated a consistent performance against last year's assessment. The Committee Chair would consider areas for development. The Committee discussed the way in which it received information and its ability to triangulate information with



other Trust Committees to provide assurance to the Board on systems and processes.

Risks Identified / Matters of Concern and Mitigating Actions

Risks were identified in relation to the timely completion of both the Internal Audit Plan and the actions arising from Internal Audit reports and the potential negative impact either may have on the annual Head of Internal Audit Opinion and the implications on the control environment. The Committee noted that management were taking action to support delivery of the Internal Audit Plan and to ensure timely and appropriate completion of audit recommendations.

Matters for Escalation to the Board

Internal Audit Reports: Limited Assurance

Sickness Absence Management

The opinion was limited because the update of Trust's Attendance at Work policy and supporting management guidance was not complete and is required to provide up to date direction to line managers. Whilst good practice in the operational management of sickness absence was observed, Internal Audit was not able to evidence that there were systems in place to indicate that practice was consistent across all Directorates and teams.

Key Financial Systems – Pay Expenditure

The opinion was limited because of weaknesses which could give rise to a potential fraud and/or overpayment of salary.

Assurances were provided in both reports that recommended actions for improvement were already in progress to address the gaps identified, and the Committee requested updates at its next meeting.

Date of next Committee Meeting

17 January 2022