

**'You matter, we care'**

Trust Board Meeting (Part 1)	Date: 26 <sup>th</sup> February 2014
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<b>Title:</b>	Committee Chair's report – Audit & Risk Committee 13.2.2014
<b>Item:</b>	BD/13/337

<b>Executive Director lead and presenter</b>	Chair of Audit & Risk Committee
<b>Report author(s)</b>	Governance Support Officer & Chair of Audit & Risk Committee

<b>History:</b>	<i>n/a</i>
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<b>This report is for:</b>	
Decision	
Discussion	
To Note	X

<b>Purpose</b>	To inform the Board of business discussed at the Audit and Risk Committee of 13 <sup>th</sup> February 2014.
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<b>Background</b>	This has been the first meeting of the Committee since October 2013 due to the cancellation of the meeting in December 2013 as it failed to meet its quorum.
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<b>Business undertaken</b>	<p>The following business was considered at this meeting:</p> <ul style="list-style-type: none"> <li>• Developing Quality Account 2013/14 – Process &amp; Timeline</li> <li>• Emergency Preparedness, Resilience and Response (EPRR) Audit Papers</li> <li>• Counter Fraud Progress Report</li> <li>• Internal Audit Progress Report</li> <li>• Receipt of Internal Audit Reports and Associated opinions</li> <li>• Regularity Reviews</li> <li>• Auditing Standards</li> <li>• Audit Plan 2013-14</li> </ul>
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## A&R's Chairs Report to Trust Board 26.2.2014

- Trustwide Risk Register
- Development of Board Assurance Framework
- Reviewing the Internal Governance Structure
- Locality Risk Registers
- Review of ESR Access
- Finance Registers (including losses and payments)
- Investment Report 2013/14
- Policies including Policy for Policy & Risk Management

### Key risks and their impact on the organisation

The Committee received the reissued final Payments to Staff report from Internal Audit. This led to discussion regarding the lack of attention to detail highlighted in areas such as notifying payroll of leavers and concerns about controls around the access to payroll standing data such as bank account details. The Committee were assured by the Financial Controller that these issues are being addressed, and the Committee will continue to monitor progress in this area.

Regularity Review reports also presented by Internal Audit also instigated discussion on the issue of training, which the Committee has picked up in meetings earlier this year. It was felt that the Trust needs to maintain an emphasis on the need to ensure that all necessary training is not just made available but is also delivered. This is a supervision role which currently audit outcomes are indicating is not being adequately provided in the Trust.

Overall, our Internal Auditors reported a feel of improvement on the ground, but the Committee was concerned that there is some complacency in respect of the above matters which needs to be addressed if we are to live up to our aspirations as a Trust.

### Key decisions

The following decisions were made by the Committee on 13.2.2014

- Risk Appetite Statement - approved
- Risk Strategy - approved
- Risk - Next Steps - approved
- Annual Accounts and Plans - approved
- Policy for Policy - approved
- Risk Management Policy - approved

### Exceptions and challenges

None identified.

### Governance and other business

Meeting dates have been confirmed for 2014-15.

The annual Committee Evaluation was undertaken and themes reported to the Committee with recommendations for development and improvement approved.

### Future Business

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**Our values: PRIDE – passion, respect, integrity, diversity, excellence**

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## A&R's Chairs Report to Trust Board 26.2.2014

The Payments to Staff Internal Audit report is to be reviewed and Internal Audit is to follow this up in their annual Follow Up report.

The Committee shall continue to receive and monitor implementation of recommendations from Internal and External Audit.

The Committee will also look to maintain oversight of completion of training relevant to the Committee's responsibilities and as reported on by Internal Audit.

### Recommendations

The committee is to receive a six monthly update report on EPRR planning.

Executives are to provide assurance to the Committee that Counter Fraud measures are being addressed. This is to include benchmarking of the use of Counter Fraud in other local NHS organisations.

### This report addresses these Strategic Priorities:

We will deliver the best care	x
We will support and develop our staff	x
We will continually improve what we do	x
We will use our resources wisely	x
We will be future focussed	x