



## Committee/Group Chair's Report

Agenda Item: P1/013/20

Name of Committee/Group	Audit Committee	Reporting to:	Trust Board
Date of the meeting:	20 October 2020	Parent Committee:	Trust Board
Chair:	Mark Tattersall	Quorate (Y/N)	Y

Agenda Item:	RAG	Key Points	Actions Required/Action Lead	Expected Date for Completion
MIAA - Internal Audit Progress Report		<p>The Committee noted the impact of Covid-19 on the Trust and acknowledged the limitations in completing all planned audit work.</p> <p>Committee Effectiveness - The Committee noted that substantial assurance had been received with 3 medium and 1 low risk recommendations.</p>	<p>Completion dates for actions flowing from the recommendations agreed at December 2020 and are on track for completion.</p> <p>Lead: Associate Director Corporate Governance.</p>	December 2020
MIAA – Internal Audit Follow Up Report		<p>The Committee noted the following follow up reviews had been completed and that all agreed recommendations had been implemented:</p> <p>2018/2019 Integrated Care Service HR/Payroll Review Complaints and PALS Quality Spot Check</p>	None required	Not Applicable

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MIAA – Internal Audit Follow Up Report		2019/2020 CQC action Plan: The Committee noted that one low recommendation was partially complete relating to training compliance for Basic Life Support and Immediate Life Support which was below the Trust target.	Programme of work in place to increase compliance.  Lead: Associate Director for Improvement.	31 March 2021
MIAA – Internal Audit Follow Up Report		2019/2020 Serious Untoward Incidents: The Committee noted that one medium risk recommendation was partially complete relating to Root Cause Analysis training which has been paused due to Covid-19.	Training booked to be delivered to over 40 staff during October and November 2020.  Lead: Associate Director for Improvement.	October /November2020
Audit Tracker		The Committee welcomed the revised and updated Audit Tracker, acknowledging the significant improvement in the format and detail contained therein.  The Committee noted that the Audit Tracker enabled the Committee to identify the outstanding issues and that there was correlation between the MIAA reports and the Trust Tracker.	The Audit Tracker is a standing item on the Audit Committee agenda.  Lead: Associate Director of Corporate Governance	Ongoing
External Audit		The Committee received and discussed the action plan following the lessons learnt exercise between the Trust and Grant Thornton.  The Committee noted the actions agreed and sought assurance the actions will progress.	Report on progress of actions to the January 2021 Audit Committee  Lead: Deputy Director of Finance	January 2021
External Audit: Tender Process		The Committee discussed and noted the current contract with Grant Thornton was for two years. The Trust will be planning	Planning for the tender process to begin early 2021.	Begin early 2021

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		the tender process in early 2021.	Lead: Director of Finance	
Board Assurance Framework – Quarter 2		<p>The Committee received and welcomed the revised format of the BAF which gives a clearer overview of the risks associated with the Strategic objectives in addition to providing more information around controls and assurances in place.</p> <p>The Committee acknowledged that the 5 Year Strategy has been revised for approval at Board in October 2020. Following this the BAF will be re-drafted to reflect the revised Strategic Priorities.</p>	Revision of the BAF to reflect the revised Strategic Priorities subject to approval at Board in October.	January 2021
Clinical Audit Annual Report		The Committee received and approved the Clinical Audit Annual Report.	None required	Not Applicable
Register of Interests		The Committee discussed and noted the gaps in the current Register of Interests noting some inconsistencies in declarations and the limited number of Trust staff who have returned the request to complete the declaration form.	<p>Work ongoing to progress with an alternative digital solution.</p> <p>Lead: Associate Director Corporate Governance</p>	January 2021

#### KEY

	<b>ALERT</b> the Committee on areas of non-compliance or matters that need addressing urgently
	<b>ADVISE</b> the Committee on any on-going monitoring where an update has been provided to the sub-committee and any new developments that will need to be communicated or included in operational delivery
	<b>ASSURE</b> the Committee on any areas of assurance that the Committee/Group has received