

Report from Audit Committee following its meeting of 31/01/18

Decisions / approvals made (within delegated authority)

- Noted and approved the schedule of losses for financial year to date totalling £4181. There are 3 items to report for the period 1st. April 2017 to 31st. December 2017:
 - As reported in the previous reports relating to a payment of £632 per quarter for an injury sustained by an employee. Total £1896
 - Loss of I-pad by member staff away on business £450 (previously reported)
 - Theft of mobile phone from gym £335 (previously reported)
 - Loss of infusion Pumps £1500
- Noted the schedule of debts greater than £5000 outstanding for longer than 90 days
- Noted the current position on Financial procedures noting a major upgrade is due
- Noted the External Audit fees for the Trust and Charity at £39700, the same as previous year.

Assurances provided to the Trust Board (excluding Strategic Plan Actions / BAF)

The Audit Committee received the following reports from the Internal Auditor:

- **Quality Spot Checks (Part 2) Haematology – Limited assurance**
 - Recommendations to be actioned by Jan 2018 – two High Level recommendations
- **IT Service Continuity – Limited assurance**
 - Recommendations to be actioned by End of January – not yet finished – One High level
- **Cancer Waiting times process Review – Significant Assurance**
 - Recommendations to be actioned by December 2017
- **Financial Systems & Financial Integrity – Significant Assurance**
 - Recommendations to be actioned by March 2018
- **Carter Review - N/A (Gap Analysis)**
- Briefing notes on a variety of topical matters where the Audit Committee reviewed that that the Board was informed and action was being taken where appropriate.

Note: All risks identified by internal audit are recorded and categorised by level of risk on the audit tracker system which is reviewed every audit meeting to ensure that all risks and recommendations are cleared over time, which should increase the assurance that can ultimately be taken. In the summary above there are no Critical or High level recommendations unless stated.

The Audit Committee noted the following reports from the External Auditor:

- Progress report on the External Auditors delivering their responsibilities as External Auditors
- Briefing notes on a variety of topical matters where the Audit Committee reviewed that that the Board was informed and action was being taken where appropriate

The Audit Committee received an Anti-Fraud Report for 2016/17 Financial year showing updates against the work program agreed by the Audit committee.

The Audit Committee received and noted the financial the annual accounts of PropCare together with verbal assurances from External auditors.

Strategic Plan Actions (Progress updates)

There are no items for the Audit Committee to report.

Board Assurance Framework (Progress Updates)

The Audit Committee received a report from the Governance and Compliance Sub Committee. The report was noted and recommendations made on the format for improvement. In addition the Audit Committee endorsed the proposed changes to the Scheme of Reservation and Delegation and recommended Board Approval.

Delegated Actions from Board

Monitor the role out of the Board Assurance Framework

Areas of non delivery

None

New / mitigated risks

There are no items for the Audit Committee to report

Key items for Board consideration

To be covered verbally

Recommendation

The Board notes the report of the Audit Committee and endorses the recommendation to approve the Scheme of Reservation & Delegation.