



Committee/Group 'Triple A' Chair's Report

Name of Committee/Group	Audit Committee	Reporting to:	Trust Board
Date of the meeting:	11 September 2019	Parent Committee:	Trust Board
Chair:	Mark Tattersall	Quorate (Y/N)	Not quorate until 10 when the second NED arrived which did not affect any decisions to be made.

Agenda Item:	RAG	Key Points	Actions Required	Action Lead	Expected Date for Completion
<p>MIAA – Internal Audit Progress Report</p> <p>i) TCC Programme follow up report</p> <p>ii) Cyber essentials gap analysis update</p>		<p>i) The Committee noted that significant progress had been made towards the implementation of agreed actions relating to the TCC Programme and in particular the actions relating to strengthening the governance arrangements had been completed.</p> <p>ii) The Committee noted significant progress has been made in progressing the agreed actions in the original review and the overall management of the cyber risks has become more embedded in the operational aspects of the Trust's IT infrastructure. Overall compliance rated as 'Green'</p> <p>The Committee also welcomed an update presentation from the IT department providing an update on the progress from an operational perspective.</p>	Important that momentum is maintained and further updates will be provided to the Audit Committee.	AMH	Not applicable

Agenda Item:	RAG	Key Points	Actions Required	Action Lead	Expected Date for Completion
External Audit Tender		The Committee received an update regarding the ongoing tender process for External Audit. The committee noted that a review panel has been collated and the presentations are scheduled for Friday 20 September 2019	The outcome will be discussed at Trust Board on 25 September 2019	JT	25 September 2019
Revised Audit Tracker		The Committee noted the responsibility for the oversight of the Audit Tracker has moved to the Associate Director of Corporate Governance and the extent of the work required to ensure receipt of an audit tracker that is fit for purpose. A revised tracker was due to be presented at the September Committee but due to the amount of work required this was agreed to be deferred to November with the expectation it will be presented at November.	Re-draft the audit tracker and establish a robust process for liaison with the relevant managers.	AW	November 2019
Revised Board Assurance Framework		The revised draft BAF presented and welcomed by the Committee. It was acknowledged that further work is ongoing with the Executive Directors.	Quarter 1 will be discussed at Board in September.	AW	November 2019
Director of Finance Report		The Committee welcomed the report by the Director of Finance providing an update on relevant financial events and related governance issues. The position relating to Agency spend was highlighted, discussed and noted.	N/A	N/A	N/A
Data Security Toolkit		The Committee welcomed the first report relating to the requirements and update on progress for compliance against the toolkit.	<ul style="list-style-type: none"> Update will be provided to the January Audit Committee prior to compliance sign off. 	AI	January 2020
Tender Waiver Register		The Committee welcomed the presentation of the Tender Waiver Registers noting the content.	Current register for presentation at September Trust Board for noting	AW	September 2019

Agenda Item:	RAG	Key Points	Actions Required	Action Lead	Expected Date for Completion
Process for Raising Concerns at Work		The Committee welcomed the presentation relating to the processes in place around Freedom to Speak Up and in line with the current Terms of Reference received assurance processes are in place.	Quarterly updates to the Audit Committee	AW	January 2020

KEY

	ALERT the Committee on areas of non-compliance or matters that need addressing urgently
	ADVISE 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
	ASSURE the Committee on any areas of assurance that the Committee/Group has received