

REPORT TO THE TRUST BOARD: PUBLIC
23 May 2019

Title	Audit Committee 30 April 2019 – Chair’s Report
Committee Chair	Anit Chandarana, Non-Executive Director and Chair of Audit Committee
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Purpose of the report

To bring to the Board’s attention key issues and assurances discussed at the Audit Committee meeting held on 30 April 2019.

Issues to be brought to Board’s attention

The following key items and assurances were considered by the Committee at its meeting on 30 April 2019:

- **Population Health:** As agreed by the Board at its Development Session on 26 April 2019, all Board Committees were requested to consider their role in relation to the Trust’s strategic priority on ‘improved population health outcomes’. These discussions would proceed in parallel with the work being undertaken by the Population Health Task and Finish Group.

Discussions included:

- Audit Committee has a high level role – seeking assurance on the delivery of the Trust’s strategy as a whole across all four priorities
 - Use of internal audit report actions and impact as a source of assurance to the delivery of the strategy
 - Implement a rolling programme of deep dives linking to BAF risks
 - Ensuring consistency of BAF application in Board sub-committees
 - Identify and address gaps and overlaps in governance of strategic areas and understand where each are being measured
 - Ensuring there is an effective process for reviewing and managing governance in relation to the strategic priorities
 - Seeking clarity on Executive responsibility versus the responsibility of the Board’s sub-committees.
- **Waivers:** A policy on breaches (to manage and reduce the number of retrospective waivers) is being developed and will be presented at a future meeting.
 - **Deep Dives:** The Committee discussed the development of a programme of deep dives by the Committee and how these would be identified and prioritised. An approach would be to prioritised based on the difference between the target and current risk scoring on the BAF. This would be tested and a report brought back to the meeting in July
 - **Standing Financial Instructions (SFIs):** The Committee approved the SFIs which had been updated following the annual review process, noting the change to the increase of the petty cash limit from £50 to £100, in response to staff feedback.

- **Charitable Funds Annual Report:** The Committee noted:
 - Funds linked to Bedfordshire Community Health Services have been transferred from Essex Partnership NHS FT Charity to Cambridgeshire Community Services NHS Trust to be managed on behalf of ELFT
 - All remaining funds are managed by Barts and the London Charitable Foundation
 - Both Barts and the London Charitable Foundation & Cambridgeshire Community Services NHS Trust have rigid governance processes in place that ensure that funds comply with both the wishes of the donor and demonstrate value for money
 - A task and finish group has been established to consider options for fund raising and making better use of the Trust's charitable funds.

- **Counter Fraud:** The Committee:
 - Received the annual report noting that £117k had been recovered as a result of fraud investigations and £40k of duplicate invoices identified during 2018/19
 - Received the comprehensive annual workplan, noting that this exceeds statutory national requirements
 - Discussed the annual fraud risk assessment, noting that a fraud risk register was being developed.

- **Workforce Update:** In response to a request by the Committee Tanya Carter, Executive Director of HR, presented an update on the actions being taken with regards to the redesign and standardisation of the appraisal process with the aim of improving compliance. The Committee noted that internal audit will review a sample of appraisal processes and will incorporate an assessment of whether attitudes and culture of appraisal have changed, linking to the strategic priority of improving staff experience.

- **Internal Audit:** An Internal Audit Opinion of 'Amber-Green' rating had been issued; this is a positive rating and the same as for 2017/18.

- **Quality Assurance Committee Minutes:** The Committee received the approved minutes of the Quality Assurance Committee meeting held on 10 December 2018.