







Trust Board

Meeting Date:	23 May 2016
Title:	Audit Committee – Review of Activities 2015/16
Executive Summary:	See below
Action Requested:	To note the Audit Committee Review of Activities 2015/16
Report of:	Roger Dunshea, Chair – Audit Committee
Author: Contact Details:	Kevin Stringer, Chief Financial Officer Tel: 01902 695953 Email kevin.stringer@nhs.net
Resource Implications:	None
Public or Private: (with reasons if private)	Public Session
References: (eg from/to other committees)	Presented to Joint Audit Committee and Quality Governance Assurance Committee on the 20 April 2016
Appendices/ References/ Background Reading	N/A
NHS Constitution: (How it impacts on any decision-making)	In determining this matter, the Board should have regard to the Core principles contained in the Constitution of: <ul style="list-style-type: none">  Equality of treatment and access to services  High standards of excellence and professionalism  Service user preferences  Cross community working  Best Value  Accountability through local influence and scrutiny

Background Details

1	The attached review of Audit Committee activities was discussed at the joint meeting of Audit and Governance Assurance Committees on the 20 April 2016.
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Report to Joint Meeting of Audit & Quality Governance Assurance Committees

Audit Committee – Review of Activities 2015/16

Meetings held in Year

The Audit Committee met four times in the year (June, September, December 2015 and February 2016). Additionally, there was a joint meeting held between the Audit and Board Assurance Committees in April 2015.

Membership/Attendance

Membership during the year has been consistent.

The Audit Committee has been quorate at each of its meetings, with attendance over the four meetings being as follows:

	June 2015	September 2015	December 2015	February 2016
R Dunshea (Chair)	✓	✓	✓	✓
R Edwards	✓	✓	✓	✓
M Martin	✓	✓	✓	✓
J M Anderson	✓	✓	✓	✓

Business Conducted

In the course of its four meetings, the Committee has considered and, where required, taken a view on the following:

- The Trust's Annual Accounts 2014/15 and Annual Report and the related reports from both Internal and External Auditors
- Charity Fund Annual Accounts and Annual Report 2014/15 and the related report of the External Auditors
- The Annual Reports of Internal Audit (including the Head of Internal Audit Opinion) and of the Local Counter-Fraud Specialist for 2014/15
- Regular reports from the Security Manager/LSMS and Annual Report
- The External Auditor's Annual Audit Letter for 2014/15
- The External Audit Plans 2015/16 for both the Trust and the Trust's Charitable Funds

- Internal Audit and LCFS plans for 2015/16, and regular reports detailing progress against the agreed plans
- Regular reports identifying Trust progress in implementing recommendations agreed in Action Plans consequent on Internal Audit reports, with particular attention paid to “high” and “medium” priority recommendations
- Reviewed and agreed Trust’s Fraud Policy based on best practice
- The Trust’s Annual Governance Statement for 2014/15, was discussed at the joint meeting with the Quality Governance Assurance Committee in April, and then at the Audit committee in June

In addition to the above, the Audit Committee has:-

- reviewed its Terms of Reference and draft Head of Internal Audit Opinion
- held regular private meetings with External Auditors
- submitted the minutes of its meetings to the Board, with the Chair’s report highlighting any issues of significance
- Commenced a performance review of its activities and agreed KPIs for the three main assurance providers – Internal Audit, External Audit and LCFS
- Agreed to extend the Internal Audit, External Audit and LCFS contracts by 12 months to put in place a clear tender process
- Recommended to the Board setting up of an Audit Panel to consider the appointment of the new Auditor

Conclusion

The Committee has reviewed its work plan together with its Terms of Reference and conclude that it has complied with its Terms of Reference.