

ITEM: 08/106

DOC: 9

Meeting: Trust Board
Date: 18 June 2008

Title: **Audit Committee draft Terms of Reference (ToRs)**

Executive Summary: Following the agreement to merge the Audit Committee and Assurance Committee, revised terms of reference have been drafted and were reviewed by the new Audit Committee at its inaugural meeting on Tuesday 10 June.

The attached ToRs have drawn on examples from other Trusts and Foundation Trusts and aim to describe in some detail the purpose and duties of the new committee. They were endorsed as reflecting good practice by the Trust's Head of Internal Audit, and were approved by the Committee, subject to some minor amendments, for recommendation to the Trust Board.

The committee will meet at least six times a year. It has been proposed that the meetings should be held on the Thursday morning 13 days ahead of the next Trust Board meeting, to facilitate timely reporting. A provisional programme of meetings was discussed and will be circulated once the suitability of the dates has been confirmed.

The revised terms of reference will necessitate a corresponding revision to the trust's standing orders and draft Foundation Trust constitution. These will be reviewed at the September meeting of the Audit Committee for recommendation to the Trust Board.

Action: The Trust Board is asked to consider, amend if appropriate, and approve the Terms of Reference of the Audit Committee.

Report from: Susan Sorensen
 Director of Strategy and Performance

Sponsor: Anna Merrick, Chairman of the Audit Committee

Financial Validation

Lead: Director of Finance

N/a

Compliance with statute, directions, policy, guidance

Lead: All directors

Reference:

Standing Orders

<p>Compliance with Healthcare Commission Core/Developmental Standards</p> <p>Lead: Director of Nursing & Clinical Development</p>	<p>Reference:</p> <p>N/a</p>
<p>Compliance with Auditors' Local Evaluation standards (ALE)</p> <p>Lead: Director of Finance</p>	<p>Reference:</p> <p>Internal Control Financial Reporting</p>
<p>Evidence for self-certification under the Monitor compliance regime</p> <p>Lead: All directors</p>	<p>Compliance framework reference:</p> <p>Appendix C – annual monitoring checklist</p>