

ITEM: 10/067
Doc: 06

Meeting: Trust Board
Date: 23rd June 2010

Title: Report from the Audit Committee

Executive Summary: The Audit Committee met on 12th May 2010 and was attended by Anna Merrick (chair), Robert Aitken, and Marisha Ray.

The committee reviewed the action notes from 2009 and January to March 2010. Of the 19 actions listed, 14 had been completed and five were carried forward as work in progress. These are listed in the attached action notes along with the new actions arising from the meeting on 12th May.

Attention is drawn to the following matters referred to in the action notes:

Financial Performance and budgetary control – 1003.13

Committee members reiterated their concerns in relation to accountability for budget management and the identification of efficiency savings. It was felt that there should be a more detailed section on finance in the EC report to the trust board. It was agreed that there would be a risk-assessed CIP report to the May seminar.

Mandatory training: shortfall against target – 1005.3

The committee was concerned about the continued underperformance in some areas. A number of actions were recorded and the committee will review the position at the next general meeting in July. It was agreed that the risk to achievement of the target level of compliance should be disclosed in the trust's Statement on Internal Control.

Interim Director of Nursing – 1005.5

The Committee expressed its thanks to Siobhan Harrington for her contribution to the clinical governance agenda during her appointment as interim Director of Nursing.

Re employees not entitled to work – 1005.12

The Committee were concerned about delay on the part of UKBA in initiating enforcement action. It was proposed that a formal request for an explanation should be sent.

“Going Concern” assurance – 1005.14

In compliance with the external auditor's recommendation, the Director of Finance advised the committee of the basis of his judgement that the trust could prepare its accounts on the assumption that the organisation was a going concern. The committee accepted this assurance on behalf of the Board.

Action: The Trust Board is asked to:

- Note progress on the implementation of actions
- Note areas of Audit Committee concern

Report from:	Susan Sorensen Corporate Secretary
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Sponsor:	Anna Merrick Chairman of the Audit Committee
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Compliance with statute, directions, policy, guidance Lead: All directors	Reference: Audit Committee handbook NHS compliance regime
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Compliance with Auditors' Local Evaluation standards (ALE) Lead: Director of Finance	Reference: Internal control domain Financial reporting domain
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The Whittington Hospital NHS Trust Audit Committee Action Notes

This paper tracks progress on actions from previous meetings of the Audit Committee (AC) and summarises the key decisions and actions arising from the latest meeting on 12th May 2010.

The minutes of the meeting contain a more comprehensive account of discussion and outcomes.

Update on outstanding action from Audit Committee meetings January to March 2010.

Ref*	Action	Progress/Update
1001.4	Clinical governance: increase in rate of stillbirths. Identify causes and benchmark against other units. Report back to July AC Siobhan Harrington	Clinical Governance Committee to keep under review
1003.2	Trial the proposed new pattern of health and Safety Committee meetings and report back to AC in Dec 2010 Philip lent	New pattern now implemented.
1003.3	CGC Report. Ref: p.6 para.3 Point of Care Testing (POCT). Check on process for review Celia Ingham Clark	Information now received. Report back July AC
1003.4	Clinical audit leads on areas of concern about audit activity to be invited to attend Audit Committee Celia Ingham Clark	Oncology – change in leadership. Proactive audit programme. General Surgery – Audit taking place but not reported into audit team. Now rectified. Urology – shortage of middle grade doctors reduced capacity for audit. Now rectified and activity resumed. Keep under review.
1003.13	Report to Trust Board on the AC concerns about the reporting of financial under-performance , accountability of clinicians and managers, and the processes for generating CIP and the control of overspending areas. Anna Merrick	Include explicit reference to EC remedial action in future EC reports to Trust Board RL/RM Reiterate concerns in AC report to TB 23 rd June. SS

Actions arising from Audit Committee on 12th May 2010

Ref*:	Decision/Action	Timescale	Lead and support
Mandatory Training update (Doc 3)			
1005.1	Risk Management office to work with training department to improve training uptake	w.e.f.	Deborah Clatworthy Lisa Smith
1005.2	CEO to be advised that the EC needs to revisit the process. NEDs to raise at meeting with CEO following AC. Paper to go back to EC including reference to AC concerns.	12 th May asap	AM, RA, MR Philip Ient Celia Ingham Clark
1005.3	Include in AC report to Trust Board and revisit at next AC	June TB July AC	Susan Sorensen
Clinical Governance Committee report (Doc 4)			
1005.4	Re medical notes audit – CIC informal audit on bank holiday. Work on encouraging daily consultant ward rounds Monday to Friday to be ramped up	asap	Celia Ingham Clark
Identification of clinical risks (verbal)			
1005.5	SH to be thanked for her contribution to clinical risk management as interim Director of Nursing – report to Trust Board	June TB	Susan Sorensen
External Audit progress report (Doc 7)			
1005.6	District Audit to provide copies of: <ul style="list-style-type: none"> • new Code of Audit Practice • Details of the High Performing Board event 25th November 2010 • NHS Accounts Guides for NEDs 	For July AC For June AC	Andrea White
1005.7	Review CIPFA publication on modernising the NHS (para 11-13) and Monitor guidance on Quality governance (para 19-23)	For July AC	Susan Sorensen
Internal Audit progress report (Doc 8)			
1005.8	Computer audit days to be reviewed and computer audit manager to attend future AC.	July AC	Richard Martin Damian Bushell
Statement on internal control (Doc 11)			
1005.9	Include a disclosure in section 4 on the lack of compliance with mandatory training.	For June AC June Trust Board	Susan Sorensen Revised SIC included in AC papers.

Ref*:	Decision/Action	Timescale	Lead and support
Counter Fraud Service Annual Report (Doc 12)			
1005.11	Re case 3246. Ensure that the two subjects identified are not employed via the temporary staffing office.	Immediate	Paul Campbell
1005.12	Write to UKBA to seek clarification of processes in cases of suspected illegality. Include in report to Trust Board.	asap	Richard Martin/Nigel Sedgwick Susan Sorensen
Tender waiver report (Doc 14)			
1005.13	Telephone quotation to be obtained in the case of urgent requirements (ref. asbestos survey)	As required	Philip lent
AOB: (1) Going concern assurance			
1005.14	AC report to Trust Board to indicate that it was satisfied that the trust complied with the going concern principle following discussion with the Director of Finance	June AC June TB	Susan Sorensen
(2) Private meeting with auditors			
1005.15	To be held after the AC meeting on 14 th July. Andrea White to be informed	July AC	Susan Sorensen

*The unique reference number indicates the year (10) and month (01,03, 05) for the purpose of future tracking.

Susan Sorensen
Corporate Secretary
17th May 2010