

Whittington Health Trust Board

3rd September 2014

Title:	Audit and Risk Committee: Update to the Board						
Agenda item:	14/130		Paper			5	
Action requested:	For information						
Executive Summary:	To update the Board on the work and recommendations conducted at the July 2014 Audit and Risk Committee.						
Summary of recommendations:	None						
Fit with WH strategy:	The Audit and Risk Committee is a sub-committee of the Board, established to provide the Board of Directors with a means of independent and objective review of financial and corporate governance and risk management. In addition the Committee shall provide assurance of the independence of both external and internal audit.						
Reference to related / other documents:	Previous reports to the Trust Board.						
Reference to areas of risk and corporate risks on the Board Assurance Framework:	Strategic Goal 3: Delivering efficient and effective services (ref 3.1 to 3.12).						
Date paper completed:	18 th August 2014						
Author name and title:	Simon Wombwell Chief Finance Officer			Director name and title:	Rob Whiteman Non-Executive Director		
Date paper seen by EC	-	Equality Impact Assessment complete?	N/A	Quality Impact Assessment complete?	N/A	Financial Impact Assessment complete?	N/A



Audit and Risk Committee update to the Board

Meeting Date - 23rd July 2014

1. The Audit and Risk Committee met on 23rd July 2014, Chaired by Rob Whiteman, NED.
2. The Committee received an outline of a **Workforce Report**, which illustrated the potential to report on workforce data. It was agreed at a previous meeting that it was critical to understand more about workforce performance to ensure the success of the organisation. It was agreed that workforce metrics along the lines presented would be built into future performance reports with the identification of targets so that the Board could identify and discuss any performance problems.
3. **External Audit** (KPMG) presented a technical update report describing key policy and strategy changes affecting the NHS. The Committee requested that this report be circulated to all Board members for information as this provided a useful update.
4. **Internal Audit** (IA) confirmed changes to the IA Plan agreed at the last committee meeting including key wait time data (18 weeks, RTT, Cancer) as well as an IT EPR Review. The IA Charter was also presented and approved.
5. **Counter Fraud** presented a report. The Committee discussed the low numbers of staff trained in fraud awareness and asked for this to be considered as part of mandatory training.
6. The Committee reviewed the list of **bad debts for write off and tender waivers** agreed since the last meeting. The Committee requested that the process for approving tender waivers should be tight and not allow approvals just because a department was late in renewing or letting a contract.
7. The **Board Assurance Framework** was reviewed. It was agreed that the format would be looked at in a Board Seminar. A&R questioned whether the risk around CIPs was high enough given performance in the first quarter and it was agreed that this required further action in the form of a recovery plan. The committee also raised the issue of payroll related costs and making sure we focus on the right issues in relation to this risk, for example, bank and agency was a greater risk than severance costs. It was agreed that the BAF needed further discussion at a Board Seminar to ensure this Board tool was being used to best effect.
8. A&R reviewed the **Corporate Risk Register**.
9. The committee received an update on the **data quality assurance programme** from the COO. It was agreed that since the data problems around 'incompletes' (patients still on the 18 week pathway remaining untreated) had been resolved work would continue to improve the wider data quality agenda. Some discussion followed around the "embeddedness" of data quality issues across the organisation, not just in Operations, and it was agreed that training was an important part of the data quality improvement process.
10. The Committee received a Deep Dive review of **risk management in the ICAM Division**. The report presented was excellent and gave the committee a high degree of assurance that risks were identified and being managed effectively.

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