

### Audit Committee Report

<b>Trust Board</b>	<b>Item: 19</b>
<b>Date: 29<sup>th</sup> January 2020</b>	<b>Enclosure: 0</b>
<b>Purpose of the Report:</b> To report to the Trust Board on the meeting of the Audit Committee held on 10 <sup>th</sup> December 2019.	
<b>FOR: Information</b> <input checked="" type="checkbox"/> <b>Assurance</b> <input checked="" type="checkbox"/> <b>Discussion and input</b> <input type="checkbox"/> <b>Decision/approval</b> <input type="checkbox"/>	
<b>Sponsor (Non-Executive Lead):</b>	Damien Regent, NED, Audit Committee Chair
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<b>Risk Implications – Link to Assurance Framework or Corporate Risk Register:</b>	
<b>Link to Relevant Corporate Objective:</b>	All
<b>Document Previously Considered By:</b>	N/A
<b>Link to Relevant CQC Domain:</b> Safe <input type="checkbox"/> Effective <input checked="" type="checkbox"/> Caring <input type="checkbox"/> Responsive <input type="checkbox"/> Well Led <input checked="" type="checkbox"/>	
<b>Recommendations:</b>  The Board is asked to note the content of the report.	

## Audit Committee Report

The Audit Committee met on 10<sup>th</sup> December 2019. The meeting was attended by the internal and external auditors and was led for the first time by the new Chair.

**Counter Fraud:** A progress report was received and the Committee was assured that the Trust has good controls in place for preventing and detecting fraud.

**Internal Audit:** The Committee received a progress report and reviewed the recommendation tracker showing progress on recommendations from earlier reports. A report on the Emergency Care Data Set (ECDS) had a partial assurance rating, consistent with expectations at this early stage of implementation. Discussion took place on supporting staff to achieve real time data and an update given on roll out of the VDI system upgrade. A positive report on Safeguarding Children was also received.

**External Audit:** The Committee received a progress report and sector update. It was noted that Grant Thornton's audit of Kingston Hospital had been selected for audit by NHSI. It was explained that the Trust would be seeking national guidance on the underwriting of tax in relation to pensions. The timetable for completing the Annual Report and Accounts and Quality Report for 2019/20 was confirmed and Dr Harris was due to be confirmed as the NED lead supporting the finalisation of the document.

**Integration of the Private Patients Unit with KHFT Processes:** A report and chart showing accountability for the PPU were discussed. The chart would be shared with the Council of Governors for information.

**Board Assurance Framework:** The BAF for November 2019 was reviewed, noting that the top risks for the Trust remained the same as in the previous month. Senior leadership capacity was to be released in order to address some of the more challenging aspects of integration.

**Trust Risk Register:** The Committee reviewed the register dated 1<sup>st</sup> December 2019, noting that the Patient Safety & Risk Management Committee oversees the risk management process to ensure appropriate mitigations are in place and under way to ensure patient and staff safety. There would be a move to a new risk management system over the coming months and at that point all risks and mitigating actions would be fully reviewed.

**Debt write off/use of waivers/Losses and Special Payments/Goods Received Not Invoiced/Out of Date Policies/External Agency Reviews:** reports on these matters were received and content noted. It was suggested that consideration be given to whether the policy database should extend to guidelines.

**Terms of reference:** a standard format for reviewing Board committee terms of reference was to be circulated and the output discussed by the Board. The current terms of reference remained in place until that exercise had been completed.

**Items to bring to the attention of the Board:**

- The very positive Safeguarding report - good to note having had Safeguarding training at the Board Development Day in October 2019.
- Clarification on the PPU system and clinical governance, including guidance for governors.

**Any other business:** A discussion took place around the process of conducting the closed session of the Audit Committee.