

SUMMARY OF THE AUDIT COMMITTEE MEETING HELD 16TH JANUARY 2013

Below are the principal items discussed at the above Audit Committee meeting:

- The meeting was presided over by the new Chair, Su Rai, for the first time.
- Neil Darvill, Director of Informatics, updated the Committee on the latest position with regard to the Trust's IG Toolkit performance action plan and more specifically regarding the more difficult areas (corporate records management, pseudonymisation of patient data and third party supplier contracts). He also updated the Committee on the status of IT vacancies.
- Tony Cobain, IT auditor of Mersey Internal Audit Agency (MIAA), presented on two issues:
 - *Benchmarking on IG Toolkit performance with other organisations*
 - *Update on progress of current audits, referring also to recent limited assurance report done for Bridgewater Community Trust in respect of the PARIS system which is hosted by the Trust's Informatics Service*
- Chrissie Cooke, Director of Nursing and Midwifery, presented to the Committee on the following items:
 - *Update on training in safeguarding (following recent audit of Safeguarding)*
 - *Changes in the Trust's Governance structure*
 - *The Operations Risk Management Council*
 - *Meetings with CCGs re infection control issues*
 - *The positive report following the unannounced CQC visit*
 - *Emergency Planning and Business Continuity report (written report presented)*
 - *Ward staffing review to be presented to Board with action plan*
 - *Governance Board Minutes (presented for noting by the Committee)*
 - *Board Assurance Framework (in particular, the arrangements re the updating and reporting thereof)*
- Kay Greenhalgh, Client Manager (external audit-Grant Thornton), presented update on the forthcoming audit of the Trust's 2012/13 accounts , referring to:
 - *The key phases of work to be done,*
 - *The revised billing schedule for their work on the audit*
 - *The Charitable Funds Terms of Engagement letter for their independent audit of the 2012/13 Charitable Funds accounts*
 - *External Audit's questions for Trust Management in preparation for the audit.*
(Damien Finn, Director of Finance, presented a document responding to the questions which was endorsed by the Committee)
- Gary Baines, Internal Audit Manager-MIAA, presented a report on audits recently finalised (three of which received high assurance and one significant assurance), fieldwork in

progress, performance against workplan and also presented a separate report on the status of recommendations on follow-up audits recently undertaken.

- Damien Finn referred to the Internal Audit Plan for 2013/14 and the processes required to produce the plan.
- Damien Finn and David Brimage, Assistant Director of Finance, updated the Committee on the latest state of play on the planned IT Audit tender.
- Frankie Morris, Head of Contracting and Income, presented a report on the Trust's latest performance on Reference Costs.
- Roger Causer, Counter Fraud Specialist of MIAA, presented the following reports:
 - *An update on progress of the Local Counter Fraud plan and of recent work done*
 - *Crime Standards report (NHS Protect), which provided the basis of the new standards to be assessed by. (He stated that the Trust was well placed to meet them)*
- David Brimage presented the following reports:
 - *Audit log of recommendations*
 - *Losses and compensation payments including bad debts written-off*
 - *Aged debt*
 - *Tender/quotation waivers*
- Damien Finn gave an update on external reviews, notably:
 - *The Due Diligence report from Price Waterhouse Coopers to be taken to Finance Committee in January*
 - *Occupational Health – 5 years accreditation*
 - *CQC report (final report received) with a positive outcome*
- Gary Baines reported on the new Public sector Audit standards had not been issued and that MIAA was reviewing its Charter in view of this.

(Note: Full minutes available in due course from Laura Hart, PA to the Director of Finance).