

MEETING: WBCCG Governing Body

Item Number: 10.2

DATE: Tuesday 26 April 2016

REPORT TITLE:	Chairperson's Report – Audit Committee
CORPORATE OBJECTIVE ADDRESSED:	Function as an organisation that consistently delivers its statutory duties
REPORT AUTHOR:	Maurice Smith
PRESENTED BY:	Maurice Smith
RECOMMENDATIONS/DECISION REQUIRED:	Governing Body to note comments
<p>EXECUTIVE SUMMARY</p> <p>The Audit Committee was fully informed by all standard reports.</p>	
FURTHER ACTION REQUIRED:	As per agreed actions section.
<p>EQUALITY AND DIVERSITY: Confirmed that any changes to service or procedure introduced as a result of this report do not impact adversely on any of the protected groups covered by the Equality Act 2010.</p>	



CHAIRPERSON'S REPORT

Chairperson's Name	Maurice Smith (Chair)
Committee Name	Audit Committee
Date of Meeting	29 March 2016
Name of Receiving Committee	Governing Body
Date of Receiving Committee Meeting	26 April 2016
Officer Lead	Mike Tate

<i>The top 3 risks identified during the meeting & initials of lead with designated responsibility</i>	
1.	The expansion of personal health care budgets
2.	Better care Funding (although substantive assurance from Internal Audit) and Co-commissioning
3.	Lack of quoracy of meeting

Attendance at the meeting#:	Not quorate
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<i>Was the agenda fit for purpose and reflective of the committees Terms of Reference?</i>	Yes
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Narrative report outlining the key issues of the meeting
<p>The Audit Committee was fully informed by all standard reports.</p> <p>External Audit Annual Plan:</p> <ul style="list-style-type: none"> • Two key issues highlighted related to Co-Commissioning and Better Care Fund. • Work is ongoing for 2015/16 year. <p>Internal Audit Progress Report:</p> <ul style="list-style-type: none"> • Plan due for completion on time. • All audits completed so far have achieved significant assurances. <p>Internal Audit Follow Up Report:</p> <ul style="list-style-type: none"> • No outstanding follow up actions. <p>Internal Audit Draft Plan:</p> <ul style="list-style-type: none"> • Draft plan 2016/17 approved. <p>MIAA Anti-Fraud Progress Report:</p> <ul style="list-style-type: none"> • Draft Anti-Fraud Workplan approved. • Investigation into Minor Ailments Scheme (MAS) ongoing. <p>MIAA Anti-Fraud Draft Workplan 2016/17:</p> <ul style="list-style-type: none"> • MIAA Anti-Fraud Draft Workplan 2016/17 approved.

Excellent (well attended) **Acceptable** (some apologies) **Unacceptable** (not quorate)

Chief Finance Officer Report:

- On target to meet financial duties
- Two tender waivers agreed.
- Final Accounts work ongoing and risks identified. CCG working closely with Auditors.

Draft Annual Governance Statement:

- Draft Annual Governance Statement reviewed and agreed.

Agreed actions from the Meeting		Name of lead with designated responsibility for the action/s
6.2	External Audit Annual Plan: TC to forward email communication to FC and TE seeking approval.	TC
7.1	Assurance Framework Review: TC and MS to review timings.	TC/MS
7.3	Internal Audit Draft Plan: <ul style="list-style-type: none"> • KL to update and re-issue the document to Committee members. • TC to forward email communication to FC and TE seeking approval. 	KL TC
8.2	MIAA Anti-Fraud Draft Workplan 2016/17: TC to forward email communication to FC and TE seeking approval.	TC
9.1	Chief Finance Officer Report: Section 7 – Tenders and Waivers: Forensic Services. JA to report on the value of the award, when determined.	JA
9.4	Tender Waivers: <ul style="list-style-type: none"> • ScriptSwitch: TC to forward email communication to FC and TE seeking approval. • Forensic Services: TC to forward email communication to FC and TE seeking approval. 	TC TC
9.8	Draft Annual Governance Statement: <ul style="list-style-type: none"> • TC to determine the correct title for use in the document, i.e. 'Accounting Officer' or 'Accountable Officer'. • Governing Body purpose/achievements and membership/meetings attended to be included in final version of the document. 	TC TC

Chairperson's Additional Comments

The lack of quoracy of the meeting should cease to be as much of a risk when the new independent member is appointed.