**Ref: GJF/2018/06/18**

# GJF Logo

# Board Meeting: 21 June 2018

**Subject:** Audit and Risk Committee (ARC) updatefrom meeting held on 12 June 2018

**Recommendation:** Board members are asked to discuss and note the update.

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## 1 Background

The following key points were agreed at the meeting and have been split into the three high level quality ambitions of person centred, safe, and effective.

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| **Item** | **Details** |
| **Person Centred** | **Mutually beneficial partnerships between patients, their families and those delivering healthcare services which respect individual needs and values and which demonstrate compassion, continuity, clear communication and shared decision-making.**   * The Committee received an update on the response to the recent NHS Tayside issue regarding independent reports on the use of endowment funds, financial governance and eHealth. The reports were issued for members to note together with proposed Board actions in response to the recommendations contained in the reports. * The committee received the updated annual 2018/19 work plan for the year ahead for discussion and approval. All agreed but discussed different presentation formats, ensuring the key items are prioritized * Members approved the updated terms of reference for 2018/19 and recommended to the Board for final approval. * The Procurement Annual Report was presented for approval; there is a new requirement to publish this on the Board’s website. * The committee were advised a pro-active plan was being compiled in conjunction with Counter Fraud Services (CFS), who will attend the Board workshop to provide an update on their work plus a session on cybercrime and anti bribery and corruption. * The Statement of Assurance to the Board was approved and signed by the Chair of the Audit and Risk Committee. * Horizon Scanning was discussed and a list of potential topics discussed at last meeting will be noted on the agenda for future discussion. * Self Assessment Tool was completed by members at the end of the meeting and recommendations are attached to this summary. |
| **Item** | **Details** |
| **Safe** | **There will be no avoidable injury or harm to people from healthcare they receive, and an appropriate, clean and safe environment will be provided for the delivery of healthcare services at all times.**   * The Board Risk Register was noted and changes previously agreed at the Senior Management Team and Strategic Risk Committee approved. * Members noted a brief update on work underway to progress an enterprise risk management approach within the Board. * Members noted the final Endowments Sub Committee Annual Report which had previously been discussed at the previous Audit and Risk Committee meeting. * Members approved the final Audit and Risk Committee Annual Report. * Internal and external auditors left the meeting for the Internal Tender Report discussion. Members noted the outcome of the internal audit contract to appoint Grant Thornton as the Board’s new internal auditors. |
| **Effective** | **The most appropriate treatments, interventions, support and services will be provided at the right time to everyone who will benefit, and wasteful or harmful variation will be eradicated.**   * The Internal Audit Progress Report was presented by PwC. One final report completed on Risk Management concluded the internal audit plan for 2017/18; no significant issues were highlighted. * The Internal Audit Annual Report was presented by PwC; this includes all work undertaken in line with the plan and the audit opinion included. * A proposed 2018/19 Internal Audit Annual Plan was presented by Grant Thornton; this demonstrates proposed reviews over the next 12 months. * Members received an update on current status/progress of implementation of audit recommendations from reports issued in 2016/17 and 2017/18. A dashboard reporting system was discussed and agreed that this should be presented to future meetings rather than a lengthy report. * External Audit presented their annual report for 2017/18 which found adequate controls to be in place, with a clean audit opinion and generally a positive report. * Members discussed the Annual Report and Accounts and the challenges this year in completing the finance template for the financial statements due to the first year in consolidating the Charity and Board accounts. This has now been resolved and a final draft was agreed to be issued to the Members in advance of Board approval on 21June. These changes did not impact on the final financial position. * Members noted the National Single Instance Service Audit Report, which provides assurance that single finance system has robust controls in place. |

The next meeting is scheduled for 23 October 2018.

2 Recommendation

Board members are asked to discuss and note the update.  
**Karen Kelly**

**Chair, Audit and Risk Committee**

**12 June 2018**

**(Julie Carter, Director of Finance)**