

Meeting: Governing Body (Meeting in Public)			
Meeting Date	24 March 2021	Action	Receive
Item No.	11	Confidential	No
Title	Audit Committee Chair's Report		
Presented By	Chris Wild, Lay Member – Finance & Audit and Audit Committee Chair		
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Clinical Lead			

Executive Summary
<p>This paper is presented to the Governing Body to provide an update of the Audit Committee meeting held on the 5 March 2021.</p> <p>This paper provides an outline of the matters discussed, assurances sought and decisions ratified at the last Audit Committee meeting. This report aims to provide information and assurance to the Governing Body that a robust, effective governance system is in place and that the Committee is discharging its responsibilities.</p>
Recommendations
<p>It is recommended that the Governing Body:</p> <ul style="list-style-type: none"> Receive the update provided

Links to CCG Strategic Objectives	
<p>SO1 People and Place To enable the people of Bury to live in a place where they can co-create their own good health and well-being and to provide good quality care when it is needed to help people return to the best possible quality of life</p>	<input checked="" type="checkbox"/>
<p>SO2 Inclusive Growth To increase the productivity of Bury's economy by enabling all Bury people to contribute to and benefit from growth by accessing good jobs with good career prospects and through commissioning for social value</p>	<input checked="" type="checkbox"/>
<p>SO3 Budget To deliver a balanced budget</p>	<input checked="" type="checkbox"/>
<p>SO4 Staff Wellbeing To increase the involvement and wellbeing of all staff in scope of the OCO.</p>	<input checked="" type="checkbox"/>
<p>Does this report seek to address any of the risks included on the Governing Body Assurance Framework? If yes, state which risk below:</p>	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Implications						
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have any departments/organisations who will be affected been consulted?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any associated risks including Conflicts of Interest?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are the risks on the CCG's risk register?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

Governance and Reporting		
Meeting	Date	Outcome
Audit Committee Meeting	5 th March 2021	

Audit Committee Chair's Report

1. Introduction and Background

- 1.1 The Audit Committee Chair's Report is presented to the Governing Body to provide assurance on the areas considered by the Audit Committee at its last meeting, held on the 5 March 2021.
- 1.2 It is also intended to direct the attention of the Governing Body to specific areas of concern, where these are identified through the Audit Committee's review and scrutiny.

2. Background

- 2.1 The Audit Committee is comprised of the following voting members:
- Lay Member for Finance and Audit (Chair);
 - Lay Member for Patient and Public Involvement; and
 - Lay Member for Quality and Performance.
- 2.2 The meeting was quorate.

3. Audit Committee Update

- 3.1 There was a full and detailed discussion on a range of standard agenda items and the following points are brought to the attention of the Governing Body:

4. Governing Body Assurance Framework

- 4.1 It was highlighted that since the last presentation of the Governing Body Assurance Framework to the Audit Committee in December 2020, and through formal Audit Committee requests, two new risks have been developed and added to the Governing Body Assurance Framework. The Governing Body was notified of these two new risks at the 27 January 2021 meeting and advised of the inclusion for formal review in March 2021.
- 4.2 A review of all 10 risks had been undertaken and the current risk profile of these was summarised as follows;
- 2 new risks
 - 4 remain at a significant level of current risk (level 15 or above) to delivery of the CCG's Strategic Objectives;
 - 6 remain at a high level of current risk (level 8-12) to delivery of the CCG's Strategic Objectives.

5. Corporate Risk Register

5.1 The latest Corporate Risk Register was submitted to the Audit Committee.

5.2 It was reported that there are currently 3 risks included on the Corporate Risk Register (operational risks) at a level 15 or above, excluding those reported through the Governing Body Assurance Framework (strategic risks). Those 3 risks are listed as follows;

- Autistic Spectrum Conditions Assessment – Neurodevelopmental assessments;
- PCFT - Mixed Sex Accommodation (SSA breaches); and
- Datix: Resource requirements to maximise optimisation

5.3 The Audit Committee discussed the above risks, as well as being provided with an update on actions. The Corporate Risk Register is included on today's Governing Body agenda (24th March 2021) for discussion.

6. Risk Closure Report

6.1 The Committee noted that there were no risks recommended for closure during this period.

7. Information Governance Update

7.1 The report provided an update to the Audit Committee on the Information Governance work programme and associated activity that had been progressed since the last update to the Committee.

7.2 The key points raised were as follows;

- Significant Information Governance work was being undertaken in the context of Covid-19 with daily/weekly requests being received in relation to Patient Information Regulations.
- The deadline for the Information Security & Governance Toolkit had been extended until June 2021. Further information on the progress made would be reported back to the next Audit Committee meeting.
- Quarter 4 audit preparations were underway.

8. Annual Report 20/21

8.1 The Audit Committee was presented with a report which outlined the draft timetable. This information was noted accordingly.

9a. Internal Audit Progress

9.1 The Audit Committee was provided with a report that outlined the progress and delivery of the Internal Audit annual programme of work for 2020/21.

9.2 The Audit Committee was also notified that since their last meeting the following reviews had been finalised;

- Key Financial Control
- Strategic Commissioning Board (Governance Review)
- Assurance Framework Phase 2
- Assurance Framework Phase 3
- Conflict of Interest

9.3 Discussion took place in regards to the Internal Audit recommendations as outlined in the reviews with updates on the individual recommendations being provided at the Audit Committee meeting on 5th March 2021.

9.4 In relation to the Conflicts of Interest Review, the Audit Committee members accepted the two recommendations (as outlined in the report) however they acknowledged that processes were well embedded within the CCG. The Internal Auditors gave some feedback and thanked colleagues across the CCG for their hard work in supporting the recent audit reviews.

9b Internal Audit Draft Plan 21/22

9.5 The Audit Committee received the Internal Audit Draft Plan 21/22 and agreed for further discussion to take place outside of the Audit Committee meeting to review further.

10a. KPMG External Audit Plan 2020-21

10.1 The Audit Committee received a report for information that summarised the audit risks identified and the external audit strategy for the financial year 2020/21. They also were provided with a report that identified the main technical issues that were having an impact on the Health Sector.

11a Anti-Fraud Progress Report

11.1 In relation to the potential fraud allegation was brought to the Audit Committee's attention on 4 December 2020 (which was under investigation by the External Audit Team), the Audit Committee was advised by the External Auditors that this case had been closed as there was no evidence of fraud identified.

11.2 The Audit Committee received for information the Anti-Fraud Plan for 2021/2022 which explained that the purpose of the plan was to set out the counter fraud work to be undertaken during the period 2021-2022.

11. Chief Finance Officer Update

11.1 Members received the minutes from the Finance, Contracting & Procurement Committee held on the 21st January 2021 along with a verbal update from the Chief Finance Officer which set out the work in progress and challenges ahead.

12. Corporate Registers

12.1 The latest Corporate Registers Report was presented to the Committee which referred to the following key areas:-

- Conflicts of Interests (Membership, Governing Body, Sub-Committee and Employees);
- Hospitality, Sponsorship and Gifts;
- Losses, Write-Offs and Special Payments;
- Procurement Register;
- Waivers of Tenders and Standing Orders.

12.2 The figures for the mandatory Conflicts of Interest (module 1) training for staff were discussed with the Committee being informed that compliance continued to be progressed accordingly.

Chris Wild
Lay Member – Finance and Audit
March 2021