



Paper No. SET/31/18 – SET/33/18	
	Tick One ✓
For discussion	
For approval	✓
For information/noting	✓

Date of Trust Board Meeting: 30 May 2018

Confidential or Public Agenda: Public

Agenda item number and title: 7.10 Report of the Audit Committee meeting held on 3 May 2018, revised Terms of Reference and Programme of Work; and Report on the Review of Effectiveness of the Committee

1.0 Introduction

This paper provides a report on the last meeting of the Audit Committee held on 3 May 2018, chaired by Mr Brady.

2.0 Background information

The Trust Board has five committees, one of which is the Audit Committee. All committees are required to submit minutes of their meetings to the Trust Board and to highlight any key issues and/or areas of concern.

Normally, the minutes of the Audit Committee are presented to the Trust Board at the next meeting following the Audit Committee ie, 30 May 2018. However, as the last meeting had detailed discussion on the draft Annual Report and Accounts the minutes will not be released until the August Trust Board meeting after the Accounts are laid at the Assembly (circa June 2018).

3.0 Brief summary of key points contained in the paper/s

Key issues discussed at the last meeting held on 3 May 2018 are detailed below:-

- Routine business of the Committee;
- BSO Annual Assurance letter;
- Draft Annual Report and Annual Accounts (including the Governance Statement);
- Presentation of the draft Charitable Funds Accounts;
- Review and update of the Committee’s Terms of Reference and Programme of Work – minor amendments suggested and approved at meeting; and
- Draft Report of the Review of the Effectiveness of the Committee 2017/18 – approved at meeting;
- Draft Annual Report of the Audit Committee 2017/18 (to be presented to Trust Board at meeting on 6/6/18);
- Report from Internal Audit; and
- Report from External Audit

4.0 Recommendation/s for the Trust Board (please state if the paper/s is for information/noting or for approval by Board members)

Trust Board is asked to approve the revised Terms of Reference (SET/32/18 [a]) and Programme of Work (SET/32/18 [b]) as agreed at the meeting held on 3 May 2018 (copy attached in tracked changes format) and to note, for information, the report of the Review of Effectiveness of the Audit Committee – 2017/18 (SET/33/18).

The minutes of the meeting held on 3 May 2018 will be submitted to the Trust Board at its meeting in August 2018.

Lead Director: Mr N Brady

Designation: Chairman of Audit Committee, Non-Executive Director

Date: 21 May 2018