

Audit and Risk Committee	
Date of meeting:	5th November 2020
Attendees:	Lesley Writtle, Harjinder Kang, Mike Hoare, Kate Thomas, Waseem Zaffar, Kathy French, Dinah McLannahan, Mark Stocks, Asam Hussain, Mike Gennard, Craig Higgins, Susan Rudd, Dave Baker, Bradley Vaughan
Apologies:	Mick Laverty, Kam Dhani
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> • New Terms of Reference for the Committee were discussed • SBAF and Corporate Trust Risk Register were discussed and the potential for a review of the operational risk management processes in the Trust • External Audit update from GT reflected the audit plan for 2021 being a wider performance and governance review to support the VFM conclusion which would come with improvement recommendations where appropriate • The Counter Fraud update informed the committee that a fraud risk change / financial governance review had been undertaken alongside IA work in the context of Covid. Areas of risk had been identified and addressed. The Trust has also reviewed its process for Fraud Prevention Notices and implementing recommendations.
Positive highlights of note:	<ul style="list-style-type: none"> • Working capital position noted in the finance governance pack • Charges in relation to delayed discharges in Birmingham have reduced significantly as a result of discharge to assess pathway improvement • NHSCFA submission with an overall green rating
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> • Information Governance toolkit progress, intention to engage with the ICO for audit purposes to support progress, and a standing agenda item on this subject at each meeting going forward, additional resource support agreed • Internal Audit update on SBAF highlighted the improvement opportunity in relation to updating the Board and sub-committees, the clear route to adequate from limited assurance, and routine reporting of the SBAF extracts. RSM recommended a Board full review of the SBAF be undertaken as soon as possible • Data Security Protection toolkit update reported by Internal Audit. There was a need to provide more evidence to support self-assessment on the areas deemed compliant.
Matters presented for information or noting:	<ul style="list-style-type: none"> • None
Decisions made:	<ul style="list-style-type: none"> • None
Actions agreed:	<ul style="list-style-type: none"> • Progress report on Data Quality to come back to the next

Audit and Risk Committee

meeting (DB)

- Members to feed back comments on the new ToR within the two weeks following the meeting (All)
- MR to write to Birmingham City Council re ceasing charges for DTOCs given D2A improvements (MR)
- Claims and Negligence report to be presented to Board (SR)
- Risk workshop to be considered, supported by GT (LW)
- Assign time to discuss the mobilisation of risk management expertise within the Trust to address concerns articulated by the Internal Audit team (LW, SR, KF)
- Draft a set of questions to assess Committee effectiveness at A&R Committee meetings (LW and SR)
- Forward plan to be developed when ToR agreed (LW)

Lesley Writtle, Non Executive Director

Chair of the Audit & Risk Management Committee

For the meeting of the Trust Board scheduled for 7th January 2021