

Audit Committee Agenda 16 January 2012

Agenda Item: 14

Reference: 12B.012



Board Meeting: 30 January 2012

Paper	Time		Item
	10.30	1	Apologies for absence
		1.1	To note apologies for absence.
		2	Declarations of Interest
		2.1	To receive any declarations of interest from Committee Members in relation to items on the agenda.
12AC.001	10.30	3	To approve the Minutes of the previous meeting held on 13 October 2011
		31	To confirm the minutes of the previous meeting as an accurate record.
12AC.002	10.35	4	Matters Arising
		41	To receive a progress update on the action log and consider any matters arising.
12AC.003	10.40	5	Governance
		5.1	Ratification of the Audit Committee Terms of Reference
		5.2	Review the Risk Register
		5.3	Review the Board Assurance Framework
12AC.004	10.55	6	Internal Audit
		6.1	To receive the Internal Audit Progress Report
12AC.005	11.10	7	External Audit
		7.1	To receive the External Audit Progress Report
12AC.006	11.25	8	Counter Fraud Service
		8.1	To receive the Counter Fraud Progress Report
12AC.007	11.40	9	Security Management
		9.1	To receive the Security Management Progress Report
		9.2	To receive the Health & Safety Progress Report
12AC.008	11.55	10	Financial Focus
		10.1	To receive a report on waivers
		10.2	To receive a report on losses and special payments
		10.3	To receive a report on salary overpayments
		10.4	To receive the Payroll KPI report
12AC.009	12.10	11	Committee / Steering Group Updates
		11.1	Receive Information Governance Report
		11.2	To receive the minutes of Clinical Governance Committee
		11.3	To receive the minutes of the Health and Safety Committee
		11.4	To receive the minutes of the Risk Managers Forum
12AC.010	12.25	12	Briefing and Technical Updates
Verbal		12.1	To receive any relevant updates
	12.30	13	Any other business
		13.1	To consider any urgent business notified to the Finance Governance Lead by 9am on the day of the meeting and agreed by the Chair.
		14	Date of the next meeting
		14.1	To note that the next scheduled meeting of the NHS Direct Audit Committee will be held on 19 March 2012