

**MINUTES OF A MEETING OF THE
AUDIT COMMITTEE
Tuesday 23 May 2017 at 1.00 pm
Heritage Room, Moor Lane Mills, Lancaster**

PRESENT:

Clive Unitt Lay Member, Morecambe Bay CCG (Chair)
Sue McGraw Lay Member, Morecambe Bay CCG

In attendance:

Barbara Carter Corporate Affairs Support Manager, Morecambe Bay CCG (Minutes)
Michael Cleary Senior Finance Manager, Morecambe Bay CCG
Tim Cutler Partner, KPMG
Kevin Parkinson Chief Finance Officer, Morecambe Bay CCG

Action

25/17 **WELCOME AND INTRODUCTIONS**

Clive Unitt (CU) welcomed members of the Audit Committee to the meeting.

26/17 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Sharon Brock, Local Anti-Fraud Specialist, Mersey Internal Audit (MIAA), Dr Mike Flanagan, Secondary Care Doctor for the Governing Body, Morecambe Bay CCG and Liz Squires, Senior Audit Manager, MIAA.

27/17 **DECLARATIONS OF INTEREST**

Declarations of interest were requested that would be relevant to the items to be discussed on the agenda. No declarations of interest were made. Recorded declarations of interest are reviewed and updated on a six monthly basis and can be viewed on Morecambe Bay CCG's (MBCCG) website.

28/17 **MINUTES OF THE LAST MEETING OF LANCASHIRE NORTH CCG HELD ON 30 MARCH 2017**

The minutes of the last meeting of Lancashire North CCG (LNCCG) Audit Committee held on 30 March 2017 were agreed as a correct record.

29/17 **MATTERS ARISING INCLUDING REVIEW OF ACTION SHEET**

Action Sheet

The action sheet was reviewed and updated as follows:-

Item 18/17 - Governing - Review of Checklist of Sources of Assurance. Complete.

Item 19/17 - Internal Audit - Internal Audit Progress Report. Complete.

30/17 **AUDITORS REPORT 2016/17**

Tim Cutler (TC) presented the Audit Report 2016/17 to those Charged with Governance (ISA 260) and the draft Audit Opinion and highlighted a number of points to note. TC confirmed that the audit of the accounts have been completed in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

TC concluded that KPMG intend to issue an unqualified audit opinion on the accounts which will be issued once they have been adopted by the Governing Body and receipt of the Management Representation Letter.

TC congratulated Kevin Parkinson (KP), Mick Cleary and finance colleagues on good clean accounts and for their assistance during the audit period. CU and Sue McGraw also expressed their congratulations.

31/17 **ANNUAL ACCOUNTS AND REPORT 2016/17**

KP presented the 2016/17 Annual Report and Accounts, the KPMG Letter of Representation, the Assurance (Consistency) Statement and the CCG's Going Concern Assessment, which had been approved by the CCG Executive Committee. KP outlined the process that had been followed in completing the Annual Report and Accounts.

KP highlighted the adjustment that had been made to Note 4.1.1. to the Accounts (page 13) to reflect the inclusion of a previously omitted figure and noted an adjustment required in the Annual Report (page 51) to correct the details of the composition of the Primary Care Co-Commissioning Joint Committee. KP thanked the KPMG team for their work undertaking the audit.

32/17 **RECOMMENDATIONS TO THE GOVERNING BODY**

The Audit Committee agreed the following recommendations to the Governing Body, subject to the amendments outlined above:-

- Adoption of the 2016/17 Annual Accounts and Report 2016/17.
- To sign the Performance Report.
- To Sign the Accountability Report.
- To sign the Statement of Accountable Officer's Responsibilities.
- To sign the Annual Governance Statement.
- To sign the Statement of Financial Position.
- To sign the Management Letter of Representation.
- To sign the Assurance (Consistency) Statement.

33/17 **LOCAL ANTI-FRAUD, BRIBERY AND CORRUPTION POLICY**

KP presented the Local Anti-Fraud, Bribery and Corruption Policy which has been updated by Mersey Internal Audit Agency (MIAA) to reflect the changes from references to LNCCG to MBCCG. The policy also includes updated guidance on the content of such policies.

RESOLVED:

The Audit Committee approved to recommend to the Governing Body the Local Anti-Fraud, Bribery and Corruption Policy for ratification.

34/17 **ANY OTHER BUSINESS**

There was no other business.

35/17 **DATE AND TIME OF NEXT MEETING**

Thursday 3 August 2017 at 10.00 am, Heritage Room, Moor Lane Mills, Lancaster.