

## King's College Hospital NHS Foundation Trust Board of Directors

Minutes of the meeting of the Board of Directors held at 15.00 hrs on Tuesday, 02 June 2011 in the Dulwich Committee Room, King's College Hospital.

<b>Members</b>	Michael Parker CBE (MP) Maxine James (MJ) Prof. Alan McGregor (AM) Prof. Sir George Alberti (GA) Marc Meryon (MM1) Martin West (MW) Tim Smart (TS) Michael Marrinan (MM) Roland Sinker (RS) Simon Taylor (ST) Angela Huxham (AH) Geraldine Walters (GW)	Non-Executive Director (Chair) Non-Executive Director Non-Executive Director Non-Executive Director Non-Executive Director Non-Executive Director Chief Executive Executive Medical Director Executive Director of Operations Chief Financial Officer Executive Director of Workforce Development Director of Nursing & Midwifery
<b>Non-voting Directors</b>	Jane Walters (JW) Jacob West (JW1)	Director of Corporate Affairs Director of Strategy
<b>In attendance:</b>	Sally Lingard Sylvia Lour Tooba Ahmadi	Associate Director of Communications Change Leader Committee Assistant (minutes)
<b>Staff/ Public</b>	+ 2 members of the public	

Item	Subject	Action
011/89	<b>Apologies</b> Robert Foster	
011/90	<b>Declarations of Interest</b> None.	
011/91	<b>Chair's Action</b> None.	
	<b>FOR DECISION</b>	
011/92	<b>Annual Report and Accounts 2010/11</b> (including Letter of Representation)	

ST introduced the Annual Report and Accounts 2010-11. This document would be submitted to Parliament and Monitor in compliance with mandatory requirements, and would be available to

members of the public on request.

The Audit Committee had considered the annual report and accounts earlier the same day and some minor amendments suggested would be reflected in the final version. The figures in the accounts were as submitted to Monitor in Q4, the only difference was the consolidation of the Trust subsidiaries into the associate company GSTS. The Board is required to adopt the accounts as part of the overall Annual Report.

A letter of representation was also considered. It confirmed the Trust's representations to the Auditor having made appropriate enquiries of other directors and officers. The letter required signing by the Chief Executive on behalf of the Board of Directors.

MW as the Chair of Audit Committee complimented the way the audit was arranged this year with professionalism, robustness and systems that were used to produce the accounts. MW recommended to the Board of Directors the accounts and the letter of representation be accepted and signed.

TS highlighted that £50M is not 10% of turnover as in the Chief Executive's statement on page 11. The Board Agreed to amend the statement to read to read "*we set ourselves a challenge of almost 10% of turnover*"

The Board noted and APPROVED the Annual Report and Accounts 2010-11 subject to the above and Audit Committee's amendments.

The Board APPROVED signing of a letter of representation by the Chief Executive.

## **FOR REPORT**

### **011/93 External Auditor Annual Governance Report**

The Audit Committee had considered the auditor's annual governance report earlier that day. The auditor would be issuing an unqualified opinion on the annual accounts, and on the Trust's arrangements for securing economy, efficiency and effectiveness in its use of resources including the statement of internal control.

There were no amendments proposed by the Audit Committee to the actual figures in the accounts except for some disclosure items.

External Auditors also reviewed the Trust's Quality Report and gave "Limited Assurance" on the content of the quality report and the findings of testing of 2 mandated indicators and 1 indicator which was chosen by Governors.

ST assured the Board that assurance is limited only in scope to limited analysis undertaken due to time constraint rather than the

nature of the findings. The Board can be assured that the Quality Report is in line with Monitor guidelines.

MW referred to Appx.1 regarding the delay in issuing the audit certificate and informed the Board that Phil Johnston has now confirmed that the work has been completed and a certificate will be issued.

MW also confirmed that Phil Johnston has agreed to revise a covering letter to be submitted to the Board of Governors explaining "Limited Assurance".

The Board noted and approved the Annual Governance Report.

#### **011/94 KCH Independent Assurance Report on Quality Accounts**

GW talked the Board through the Quality Accounts. The contents of the Quality Accounts have been seen by the Board in the past.

Quality Accounts reports on the priorities that were set last year and the priorities set for next year in consultation with the local stakeholders.

The following comments were made by the Board:

- Page 25 para.4 outcomes: should be amended to read "2.4% *more* patients survived" than expected
- Page 12 – serious incident indicators: JW informed the Board that KPMG had pointed out of a data entry error in the system on the Audit of certain number of indicators including the senior incident indicator. Due to this error incident reports were overstated. Hence, Audit committee have reviewed a separate report and the figures have changed. The correct performance positions for 2011 is 71 and 2010 was 85, a 16% reduction. Adjustment will be made accordingly to the Annual Report
- TS informed the Board that the Trust is in the process of changing the King's logo as stated in the chief executive statement
- MM suggested amending "Neuro" to "Neuroscience" throughout the report
- Any further comments and amendments should be forwarded to JW by 03 June 2011 5pm prior to submission to Monitor on Monday 06 June 2011

MP gave a vote of thanks to:

- The Audit Commission, especially Phil Johnston for doing the Audit for the last time
- ST and the Finance team for production of the Accounts
- The Secretariat team for bringing the Annual Report together
- GW and in particular JW and Sylvia Lour for the production of Quality Accounts

- MW for his contribution as the Chair of the Audit committee and the Trust is disappointed to lose his great advice and wisdom
- All those who participated in the production of these reports.

**011/95 AOB**

None.

**011/96 Date of Next Meeting:**

Tuesday 28 June 2011 at 3.00 pm in the Dulwich Committee Room.