

**King's College Hospital NHS Foundation Trust Board of Directors - PUBLIC**

Minutes of the meeting of the Board of Directors held at 11:00 on Tuesday, 29 May 2012 in the Dulwich Committee Room, King's College Hospital.

**Members:**

Graham Meek (GM)	Non-Executive Director, Vice Chair
Prof. Alan McGregor (AM)	Non-Executive Director
Marc Meryon (MM1)	Non-Executive Director (Agenda Item 1-2.7 and 4)
Chris Stooke (CS)	Non-Executive Director
Faith Boardman (FB)	Non-Executive Director
Tim Smart (TS)	Chief Executive
Angela Huxham (AH)	Director of Workforce Development
Dr. Michael Marrinan (MM)	Medical Director
Roland Sinker (RS)	Director of Operations
Simon Taylor (ST)	Chief Financial Officer
Dr. Geraldine Walters (GW)	Director of Nursing & Midwifery
Jane Walters (JW) - <i>Non-voting Director</i>	Director of Corporate Affairs
Jacob West (JW1) - <i>Non-voting Director</i>	Director of Strategy

**In attendance:**

Tamara Cowan (TC)	Assistant Board Secretary (minutes)
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**Apologies:**

Prof. Sir George Alberti (GA)	Chair
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<u>Item</u>	<u>Subject</u>	<u>Action</u>
012/73	<b><u>Apologies</u></b>  Apologies for absence were noted.	
012/74	<b><u>Declarations of Interest</u></b>  There were no declarations of interests raised.	
012/75	<b><u>Chair's Action</u></b>  There were no chair's actions.	

<u>Item</u>	<u>Subject</u>	<u>Action</u>
012/76	<b><u>Annual Plan 2012/2013 - Financial Statements</u></b>	
	The Board noted and discussed the financial statements which form part of the Trust Annual Plan 2012/2013 submission to Monitor.	
	The Board agreed that the financial statements were robust and provided the Board with assurance that the Trust would remain a going concern for the period.	
	<b>The Board approved the submission of the financial statements to Monitor.</b>	
012/77	<b><u>Annual Plan 2012/2013 – Governance Statements</u></b>	
	The Board noted the Healthcare Acquired Infection and Referral Time to Treatment Action Plans which would also be submitted to Monitor as evidence that the Trust has robust plans to manage the areas in which it self-certifies non-compliance, namely declarations 6, 8 and 11.	
	In light of the discussions above the Board agreed to self-certify compliance with declarations 4 and 5.	
	<b>The Board approved the Governance Statements subject to the above being accurately reflected and authorised GM and TS to sign the Governance Statements on behalf of the Board.</b>	<b>GM/TS</b>
012/78	<b><u>Annual Report &amp; Accounts 2011/2012</u></b>	
	The Board noted and discussed the Annual Report and Accounts 2011/2012, comprised of the annual report, quality accounts and annual accounts.	
	CS advised that the Audit Committee had considered the Draft Annual Report and Accounts 2011/2012 together with the report from Deloitte. He noted the following key points:	
	<ul style="list-style-type: none"> <li>• The assumptions in the accounts are conservative;</li> <li>• The auditors had made some recommendations around controls and processes which the Trust has responded to and will be addressing;</li> <li>• The audit did not bring to light any material issues and the auditors would be issuing an unmodified audit opinion on the truth and fairness of the financial statements;</li> <li>• Similarly, the auditors conducted a review the of content of the 2011/12 Quality Report against the content requirement detailed in national guidance and proposed to issue a limited assurance report that the report conforms to the required standards; and</li> <li>• The Audit Committee recommends the Board approves the Annual Report and Accounts 2011/2012.</li> </ul>	

<u>Item</u>	<u>Subject</u>	<u>Action</u>
	<p>MM1 advised that he had identified some minor typographical errors which he would provide to TC for amendment.</p> <p><b>The Board approved the Annual Report and Accounts 2011/2012 subject to the minor typographical errors provided by MM1.</b></p>	
<b>012/79</b>	<p><b><u>External Auditor Final Report on 2012 Audit</u></b></p> <p>The Board noted the final report on the 2012 Audit from Deloitte.</p> <p><b>The Board also noted the draft management representation letter included in appendix 4 of the report and authorised TS to sign the letter on behalf of the Board.</b></p>	<b>TS</b>
<b>012/80</b>	<p><b><u>External Auditor Independent Assurance Report on Quality Accounts</u></b></p> <p>The Board noted the external auditor independent assurance report on Quality Accounts.</p>	
<b>012/81</b>	<p><b><u>Any other business</u></b></p> <p>TS reported that he had agreed to join the FTN Board.</p>	
<b>012/82</b>	<p><b><u>Date of next meeting</u></b></p> <p>Tuesday, 26 June 2012, Dulwich Room, King's College Hospital.</p>	