

King's College Hospital NHS Foundation Trust Board of Directors

Minutes of the meeting of the Board of Directors
 Held at 12.30 hrs on Thursday, 03 June 2009 in the Dulwich Committee Room,
 King's College Hospital

Members	Michael Parker (MP) Maxine James (MJ) Prof. Alan McGregor (AM) vacancy vacancy Tim Smart (TS) Michael Marrinan (MM) Roland Sinker (RS) Simon Taylor (ST) Angela Huxham (AH)	Chair 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
Non-voting Directors	Ahmad Toumadj (AT) Jane Walters (JW) Jacob West (JW1)	Director of Capital, Facilities & Estates Director of Corporate Affairs Director of Strategy
In attendance:	Rita Chakraborty	Assistant Board Secretary (minutes)
Staff/ Public	Kim Ng + 2 members of the public	Staff member and Darzi fellow

Item	Subject	Action
010/90	Apologies Robert Foster, Martin West	
010/91	Declarations of Interest None.	
010/92	Chair's Action None.	

010/93 Annual Report and Accounts 01 April 2009 – 31 March 2010

ST introduced the Annual Report and Accounts 2009-10. 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. These included changing to the narrative to reflect that the Trust had planned for a surplus of £5.7m (not £14m) and revisions to the description of the Trust's staffing levels.

The Board noted and APPROVED the Annual Report and Accounts 2009-10.

010/94 Quality Report 2009-10

JW introduced the quality report. There were new requirements for foundations trusts in respect of the quality report component of the annual report. In addition, Monitor had recently published guidance for FTs and their auditors setting out a 'dry run' of the external assurance proposals on the quality report 2009-10. The results would be evaluated in the summer to inform the requirement for the 2010-11 published opinion.

The Board was asked to authorise signature of the statement of directors' responsibilities in respect of the quality report.

It was noted that the Trust's internal auditors had carried out an audit of the quality accounts in March 2010 and had given a level of 'substantial assurance' with regards to data quality, links with strategic priorities, and monitoring and governance.

AM queried whether the findings of KPMG's recent report on clinical coding had any bearing on the quality of data in the annual report. ST responded that the report referred to had focussed on coding and billing but not on quality outcomes and service provision.

JW1 noted that one of the strategic objectives concerning quality was not included. This would be rectified in the final version.

The Board noted the report and authorise the Chair and Chief Executive to sign the Statement of Directors' responsibilities in respect of the Quality report, as attached to the report.

010/95 Letter of Representation

A letter of representation was 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 Chair of the Audit Committee, Chief Executive and the Chief Financial Officer, on behalf of the Board of Directors.

ST thanked MJ and AM for attending the Audit Committee earlier that day at which the annual report, accounts and auditor's governance report were considered.

The Board APPROVED signing of a letter of representation by the Chair of the Audit Committee, Chief Executive and the Chief Financial Officer.

010/96 Auditor's 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.

The auditor had noted that the Trust's full revaluation of its property and plan assets in 2009-10 had been carried out effectively.

The auditor would work with the Trust to ensure a smooth process for next year's audit.

The Trust had decided not to adjust the financial statements in line with the auditor's suggestion on treatment of a VAT refund because the value was below the material level and there was no effect on the Trust's statutory or regulatory duties.

The Board noted and approved the Annual Governance Report.

010/97 AOB

None.

010/98 Date of Next Meeting:

Tuesday 29 June 2010 at 3.00 pm in the Dulwich Committee Room.