

## TRUST BOARD

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**Title:** KEY MATTERS AND ESCALATION REPORT  
**Name of Committee:** Extraordinary Audit Committee  
**Committee Chair:** Catherine Dugmore  
**Meeting Date:** 26<sup>th</sup> June 2024

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### Summary of key messages:

The following key issues were discussed:

- External Audit Annual Completion Report and Annual Report 2023/24
- Head of Internal Audit Opinion 2023/24
- Annual Report and Accounts for 2023/24

Craig Sullivan and his team presented their Draft Annual Completion Report and Annual Report highlighting the work completed to date, agreed amendments to the draft accounts, and the areas of work outstanding for completion. An **Unqualified opinion** was given, subject to the final work to be carried out, and no change in this opinion was expected. Craig and team advised that with remaining work required, they were confident the audit would be completed on time, within the national timetable requirements. They thanked Paul and the finance team for their support, which contributed to a very “smooth” and issue free audit. These thanks were also complemented by Catherine and Mark.

Liz Wright presented the final Head of Internal Audit Opinion which concluded following the scope of Internal Audit work informing the opinion that the Trust continues to have an adequate and effective framework for risk management, governance, and internal control.

Regarding the Annual Report, Lea Fountain informed the Committee of the co-production approach with authors and Board members in producing the Annual Report. Audit were completing their work reviewing the report and the final version would then go to publishers ahead of presenting at the Trust’s Annual General Meeting.

The Annual Accounts were presented with a year-end surplus of £17k. There was no movement in the draft accounts originally submitted to auditors and there were no material items outstanding that would impact the recommendation for the Accounts to be approved.

### Escalation Points:

None

### Emerging Risks/Issues:

None

### Examples of Outstanding Practice or Innovation:

None

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