

**MINUTES OF THE TRUST BOARD MEETING
HELD ON THURSDAY 6 JUNE 2013 AT 12
NOON IN THE BOARD ROOM,
CUMBERLAND INFIRMARY, CARLISLE**

Present: Mr M Bonner, Vice Chairman
Mr M Evens, Non-Executive Director
Professor S Reveley, Non-Executive Director
Ms C Siddall, Director of Operations
Mr S Shanahan, Interim Director of Finance

In Attendance: Mr D Gallagher, Director of Human Resources & OD

TB56/13 **WELCOME AND APOLOGIES**

Apologies for absence were received from Mr I Gordon, Professor V Bruce, Mrs A Farrar, Dr J Rushmer and Mrs C Platton.

Mr Bonner opened the meeting, ensuring the meeting was quorate and that all Board members had been informed that this meeting was taking place. Mr Bonner further informed the members that this meeting had been arranged to follow the Audit Committee so that the Board could approve the 2012/13 Annual Accounts and Annual Report.

TB57/13 **APPROVAL OF ANNUAL ACCOUNTS AND ANNUAL REPORT 2012/13**

Mr Bonner reported that following the tabling of the Annual Report 2012/13 at the Audit Committee meeting that morning, discussion had taken place and it had been agreed that the Annual Report could not be approved as members had not had time to read the report in detail. Members were advised that they should feedback any comments to Mr Shanahan by 18 June 2013 and the Annual Report would be added to the Trust Board agenda.

Ms Siddall reported that the narrative on page 9 relating to her was incorrect and asked that it be amended.

Mr Shanahan informed members that the Annual Accounts 2012/13 had been approved at the Audit Committee that morning, subject to a couple of amendments (section 37.3; Financial Liabilities and section 35; PFI additional information). Mr Shanahan gave details to members of the minor amendments to be done. Mr Shanahan further stated that

the amendments to be made to the Annual Accounts would not affect the reported position. Mr Evens requested that he be informed of the outcome of the changes in relation to those areas.

Mr Evens informed members that the External Auditors 'basis for adverse conclusion' had been discussed in depth at the Audit Committee meeting that morning and gave details of that discussion. Mr Evens further stated that he was hoping the information reported would be amended.

Ms Siddall questioned section 39 of the report and the exclusion of Mr Iain Johnson in that section. It was agreed that as Mr Johnson was not in a position whilst he worked with the Trust to affect judgement it was not necessary to include him in that section.

Mr Bonner asked Mr Evens to inform members of the items that had been approved/accepted at the Audit Committee that morning. Mr Evens informed members of the following:

- the Annual Accounts had been approved, subject to a set of recommendations that would have to be implemented, and that Mr Evens would be kept notified in relation to the recommendations.
- the Head of Internal Audit Opinion had been accepted.
- the Annual Governance Statement had been approved.
- The Audit Committee had recommended the Annual Accounts to the Trust Board for Approval.
- Mr Evens and Mr Shanahan had signed copies of the Letter of Representation.

Mr Bonner thanked Mr Evens for this information and members discussed the approval of the Annual Accounts.

Trust Board members approved the Annual Accounts 2012/13 and it was agreed that the Annual Report would be brought back to the June 2013 Trust Board meetings, to allow members time to read the document and feedback to Mr Shanahan, as already agreed.

Action: Annual Report and Annual Accounts 2012/13

1. Members to feedback any issues or amendments to Mr Steve Shanahan by 18 June 2013.
2. The Annual Report to be added to the June Trust Board Agenda.
3. The narrative on page 9 of the Annual Report to be amended as the wording relating to Ms Siddall was incorrect.
4. Mr Evens to be kept informed of the outcome of the changes to be made in the Annual Accounts 2012/13

TB58/13

DATE, TIME AND LOCATION OF NEXT MEETING

Tuesday, 25 June 2013 at 1pm in the Board Room, West Cumberland Hospital, Whitehaven.

TB59/13

ADDENDUM TO MINUTES

Following the Board meeting and on advice received, Mr Shanahan subsequently asked all members to provide feedback on the Operating and Financial Review section of the Annual Report (page 68) as External Audit were required to sign off the Annual Report and Accounts. Members agreed to provide any comments on this section by the end of the day. External Audit were content to allow any further narrative changes to other sections of the Annual Report as agreed by the Audit Committee.