

Trust Board Paper O

To:	Trust Board						
From:	Andrew Seddon, Director of Finance and Business Services						
Date:	30 May 2013						
CQC regulation:	All Applicable						
Title:	Letter of Representation						
Author/Responsible Director: Director of Finance and Business Services							
Purpose of the Report: To update the Trust Board on progress with the Letter of Representation.							
The Report is provided to the Board for:							
<table border="1"> <tr> <td>Decision</td> <td></td> </tr> </table>		Decision		<table border="1"> <tr> <td>Discussion</td> <td></td> </tr> </table>		Discussion	
Decision							
Discussion							
<table border="1"> <tr> <td>Assurance</td> <td></td> </tr> </table>		Assurance		<table border="1"> <tr> <td>Endorsement</td> <td>√</td> </tr> </table>		Endorsement	√
Assurance							
Endorsement	√						
Summary / Key Points:							
<p>The <i>draft</i> Letter of Representation will be presented to the Audit Committee meeting on 28 May 2013 for consideration, following which the <i>finalised</i> Letter of Representation will be tabled at the 30 May 2013 Trust Board meeting for Trust Board approval.</p>							
Recommendations:							
<p>The Trust Board is invited to consider and approve the <i>finalised</i> Letter of Representation (to be tabled at the 30 May 2013 Trust Board meeting).</p>							
Strategic Risk Register		Performance KPIs year to date					
N/A		N/A					
Resource Implications (eg Financial, HR)							
N/A							
Assurance Implications							
The oral report will assure the Trust Board on a number of hot topics.							
Patient and Public Involvement (PPI) Implications							
N/A							
Equality Impact							
N/A							
Information exempt from Disclosure							
N/A							
Requirement for further review ? Annual basis.							