

AGENDA ITEM NO 3(a)

MINUTE of MEETING of the **ANGUS INTEGRATION JOINT BOARD AUDIT COMMITTEE** held in the Town and County Hall, Forfar on Wednesday 26 June 2024 at 11.30am.

Present: Members of Audit Committee

ANDREW JACK, Service User Representative
CHRIS BOYLE, Staff Representative, Angus Council
KIRSTY LEE, Interim Chief Social Work Officer
NICKY WORRALL, Independent Sector Representative

Advisory Officers

JILLIAN GALLOWAY, Chief Officer
ALEXANDER BERRY, Chief Finance Officer
FIONA KELLY, Legal, Governance and Change; Angus Council
MARK LAIRD, Audit Scotland
JOCELYN LYALL, NHS Chief Internal Auditor

Also in Attendance

ABIGAIL STEWART, Clinical, Care and Professional Governance Co-ordinator
JANE MOUG, Partnership Finance Manager

ANDREW JACK, in the Chair

Prior to the commencement of the business, the Chair reminded members that it was currently the pre-election period in light of the forthcoming UK Parliamentary General Election on 4 July 2024 and that members were to be mindful of the legal requirements in their discussion and debate today.

In accordance with the provisions of the Board's Standing Order 5.3, the Chair determined that Report IJB 36/24 had been issued to members in sufficient time to consider the contents of the Report and that it be considered.

Also, in accordance with the provisions of the Board's Standing Order 3.5(c), the Chair determined to change the order of business in terms of agenda items 10 and 11 and that the business would now be considered in the following order.

1. APOLOGIES

There were no apologies intimated.

2. DECLARATIONS OF INTEREST and STATEMENTS OF TRANSPARENCY

There were no declarations of interest or statements of transparency made.

3. MINUTES INCLUDING ACTION LOG

(a) Previous Meeting

The minute of meeting of this Committee of 24 April 2024 was approved as a correct record.

(b) Audit Committee Action Points

Alexander Berry, Chief Finance Officer provided a brief overview of the action log, thereafter the Committee agreed to note the action log of 24 April 2024.

4. INTERNAL AUDIT PLAN 2024/25

Members noted that the IJB and the IJB's Internal Auditors would continue to discuss the content of the IJB's Internal Audit plan for 2024/25 with a finalised plan to be submitted to the Audit Committee in August 2024.

5. INTERNAL AUDIT REPORTS – FOLLOW UP ACTIONS AND GOVERNANCE ACTIONS PLAN

With reference to Article 5 of the minute of meeting of this Committee of 24 April 2024, there was submitted Report No IJB 34/24 by the Chief Finance Officer providing members with an update regarding the IJB's progress with meeting the recommendations of Internal Audit Reports and Governance Actions Plan.

The Chief Finance Officer provided a brief summary of the Report, highlighting the proposed status category description changes as referred to in Section 3.1 of the Report and updated members on the actions within the Report.

The Audit Committee agreed to note the Report and the progress made to date in terms of delivering the planned responses.

6. 2023/24 AND 2024/25 INTERNAL AUDIT PLAN – PROGRESS REPORT

With reference to Article 6 of the minute of meeting of this Committee of 24 April 2024, there was submitted Report No IJB 35/24 by the Chief Internal Auditor, briefing the Audit Committee on the progress of the 2023/24 Annual Internal Audit Plan and an update on the 2024/25 Plan. The Report detailed internal audit reports that were commissioned by partner Audit and Risk Committees, where the outputs were considered relevant for assurance purposes to Angus Integration Joint Board, for information.

Appendix 1 of the Report incorporated the updates on progress made on the actions. Jocelyn Lyall, Chief Internal Auditor provided a brief overview of the Report advising that the 2023/24 plan was complete and the ongoing progress with the non-discretionary aspects of the provisional 2024/25 plan highlighting that this would be brought forward for consideration to the Audit Committee in August 2024.

A summary of NHS Tayside and Angus Council Reports were also provided to the Committee, noting that where the Public Health Directorate had made numerous improvements there were recommendations with regards to ensuring clarity of Public Health objectives, population health risk visibility, the further development of the public health performance framework and enhancements to the public health committee assurance reporting. Robust responses had been obtained providing the Committee with an assurance that work was underway.

Thereafter, the Integration Joint Board Audit Committee agreed to note the work undertaken relating to the 2023/24 Internal Audit Plan.

7. 2023/24 ANNUAL INTERNAL AUDIT REPORT

With reference to Article 10 of the minute of meeting of this Committee of 21 June 2023, there was submitted Report No IJB 36/24 by the Chief Finance Officer presenting the draft Annual Internal Audit Report as produced by Angus IJB's Internal Auditors. The Report included the outcomes of the Internal Audit Internal Control Evaluation exercise undertaken as part of the 2023/24 Internal Audit plan.

Appendix 1 to the Report outlined the Integration Joint Board's Internal Auditor's draft 2023/24 Annual Internal Audit Report. The Annual Report provided the IJB Audit Committee with an independent view of the overall adequacy and effectiveness of the framework of governance, risk management and control within the IJB. In turn, this informed the compilation of the IJB's draft Annual Governance Statement, part of the IJB's Annual Accounts. The main conclusions made by Angus IJB's Chief Internal Auditor were outlined in Section 2 of the Report.

The Chief Finance Officer provided a brief overview of the key areas of the Report and highlighted that the Executive Management Team would review and work around recommendations 2 and 3 of the Report, while reflecting feedback, observations and actions within the Report, prior to referring back to the Audit Committee in August 2024.

The Chief Internal Auditor provided a brief Summary of the Report, highlighting that outstanding items would be discussed with management and realistic and achievable completion dates would be agreed.

The Chief Internal Auditor thereafter thanked the Chief Finance Officer and the wider team and Officers for their excellent engagement during the Internal Audit.

The Integration Joint Board Audit Committee agreed: -

- (i) having reviewed and considered issues raised within the Report, to accept the Report and associated Appendix in the context of evaluating the internal control environment for 2023/24; and
- (ii) to note that the IJB's Executive Management Team would determine a series of Management Responses to all Action Points highlighted within the Report; and
- (iii) to note that a finalised version of the Report would be submitted to the next IJB Audit Committee in August 2024.

8. RISK AND RESILIENCE ANNUAL REPORT

With reference to Article 8 of the minute of meeting of this Committee of 21 June 2023, there was submitted Report No IJB 37/24 by the Chief Officer providing members with the annual Report to the Integration Joint Board on the risk and resilience activity within the Partnership from April 2023 – March 2024.

The Report indicated that the Angus IJB Strategic Risk Profile outlined in Appendix 1 to the Report was maintained, updated and reported in line with the IJB's Risk Management Strategy. Section 3 of the Report detailed an update in relation to the highest risks, reduced risks and the newly identified risks.

The Clinical Care and Professional Governance Co-ordinator provided a brief overview and highlighted the key areas of the Report. Thereafter, the Chief Officer provided reassurance to the Chief Internal Auditor that having reduced risk around Commissioned Services and Adult Protection and noting that this has been highlighted, she would reflect on this and ensure systems and processes for risk review were appropriate.

The Integration Joint Board Audit Committee agreed: -

- (i) having reviewed, to accept the strategic risk profile and risk rating matrix;
- (ii) to accept the new and emerging strategic risks;
- (iii) to acknowledge the progress that had been made in relation to resilience planning;
- (iv) to acknowledge the requirement to review the Integration Joint Board Risk Appetite; and
- (v) having provided their view on the level of assurance provided for within the Report and the level of assurance regarding Risk Management systems and processes within AHSCP, agreed to note the contents of the Report.

9. DIRECTIONS UPDATE

With reference to Article 9 of the minute of meeting of this Committee of 13 December 2023, there was submitted Report No IJB 38/24 by the Chief Finance Officer providing an update on Directions issued by the IJB following the report issued to this Committee in December 2023.

Appendix 1 to the Report outlined a summary of the Directions issued by the IJB within the reporting period of December 2023 to April 2024 and the current position or status of each of the three Directions were listed under a "status" column using colour coding to support this.

The IJB had not issued any new Directions since December 2023 this being as a result of the type of reports being taken forward to the IJB had not necessitated in the issue of any new Directions.

The Integration Joint Board Audit Committee agreed: -

- (i) having reviewed, to note the status of the current Directions issued by Angus IJB; and
- (ii) to request a further update be prepared to the Integration Joint Board Audit Committee in December 2024.

10. 2023/24 ANGUS INTEGRATION JOINT BOARD ANNUAL GOVERNANCE STATEMENT

With reference to Article 11 of the minute of meeting of this Committee of 21 June 2023, there was submitted Report No IJB 40/24 by the Chief Finance Officer setting out the Integration Joint Board's (IJB) draft Annual Governance Statement for financial year 2023/24. If approved, the Annual Governance Statement would then be formally included in the IJB's 2023/24 Annual Accounts.

The Report indicated that on an annual basis the Integration Joint Board had to include an Annual Governance Statement within its Annual Accounts. The statement was intended to explain the IJB's governance arrangements and effectiveness of the IJB's system of internal control.

The Chief Finance Officer provided an overview of the Report, highlighting the specific areas that were included in this year's statement in relation to the Scope and Responsibilities of the IJB, Governance Framework and Systems of Internal Control, Mental Health Governance Arrangements, Adult Protection issues, Adults with Incapacity issues, Medicines Governance and associated affordability issues, Income Management issues, Development Issues for 2024/25 and Review of Effectiveness.

Following questions, the Integration Joint Board Audit Committee agreed: -

- (i) to approve the IJB's 2023/24 Annual Governance Statement;
- (ii) to authorise the Chair of the IJB's Audit Committee to write to Angus Council, NHS Tayside, Dundee IJB and Perth and Kinross IJB confirming the adequacy and effectiveness of the governance arrangements within Angus IJB for 2023/24, including sharing the latest version of the Annual Governance Statement; and
- (iii) to request the Chief Finance Officer to confirm assurances with respect to NHS Tayside, Angus Council, Dundee IJB and Perth and Kinross IJB prior to the next Angus IJB Audit Committee meeting regarding reliance being placed on systems of control within these organisations, in the context of the impact on Angus IJB.

The Chief Finance Officer reminded members that the IJB Audit Committee currently had a vacancy, and this would be addressed at the next IJB meeting in August.

11. 2023/24 UNAUDITED ANNUAL ACCOUNTS

With reference to Article 12 of the minute of meeting of this Committee of 21 June 2023, there was submitted Report No IJB 39/24 by the Chief Finance Officer setting out the Integration Joint Board's (IJB) unaudited annual accounts for financial year 2023/24.

The Report indicated that as a formally constituted body, the IJB was required to produce a set of formal Annual Accounts in accordance with the regulations and guidance as detailed in Section 2 of the Report. Appendix 1 to the Report outlined the Integration Joint Board's Unaudited Annual Accounts for 2023/24.

The unaudited Annual Accounts that are to be submitted to the Integration Joint Board's External Auditors would reflect an updated Annual Governance Statement after it had been the subject of separate Audit Committee consideration at this meeting. In agreement with the IJB's External Auditors, performance information would be considered further during the audit period to reflect the publishing of the most current 2023/24 performance information.

The Chief Finance Officer expressed thanks to Jane Moug, Partnership Finance Manager for the work involved in the preparation of the Report, and thereafter provided a brief overview of the Report including the reserves position.

Following questions, the Integration Joint Board Audit Committee agreed: -

- (i) to note the background regarding the compilation of the IJB Unaudited Accounts for 2023/24; and
- (ii) having reviewed, to confirm the submission of the Unaudited Annual Accounts to the IJB's External Auditors.

12. DATE OF NEXT MEETING

The Committee noted that the next hybrid meeting of the Angus Integration Joint Board Audit Committee would be held on Wednesday 28 August 2024 at 11.30am in the Town and County Hall, Forfar.