

## AGENDA ITEM NO 3 (c)

MINUTE of MEETING of the **ANGUS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** held remotely on Wednesday 29 September 2021 at 12 noon.

**Present: Members of Audit Committee**

Councillor JULIE BELL, Angus Council  
PETER BURKE, Carer's Representative  
ANDREW JACK, Service User Representative  
KATHRYN LINDSAY, Chief Social Work Officer  
HAYLEY MEARNS, Third Sector Representative

**Advisory Officers**

SANDY BERRY, Chief Finance Officer  
DAVID THOMPSON, Manager, Legal Team 1, Legal and Democratic

**Also in Attendance**

CAROLE GRANT, Audit Director, Audit Scotland  
MARY O' CONNOR, Senior Auditor, Audit Scotland  
TONY GASKIN, Chief Internal Auditor, Fife, Tayside and Forth Valley Audit and Management Services (FTF)  
JILLIAN GALLOWAY, Head of Community Health and Care Services – North  
JANE MOUG, Partnership Finance Manager - Observer

Councillor Julie Bell, in the Chair

Prior to the commencement of business, the Chair commended the work of the frontline staff during these difficult times and the challenges faced during the winter period. The Third Sector Representative was also welcomed to her first Audit Committee meeting.

**1. APOLOGIES**

Apologies for absence were intimated on behalf of Gail Smith, Chief Officer and Chris Boyle, Staff Representative, Angus Council.

**2. DECLARATIONS OF INTEREST**

Councillor Bell advised that in her capacity as a Non-Executive Director of Public Health Scotland, she had a standing declaration of interest and specific exclusion and would take part in any discussion or voting.

**3. MINUTES INCLUDING ACTION LOG**

**(a) Previous Meeting**

The minute of the previous meeting of 23 June 2021 was approved as a correct record.

**(b) Audit Committee Action Points**

There was submitted the Action Points update arising from the previous meeting of this Committee.

The Chief Finance Officer highlighted that the most recent actions were being progressed timeously or were on target for completion. In terms of the longer standing items, confirmed that whilst there was some progress made over the last eighteen

months some of these actions had not been considered as priority actions. Going forward, he confirmed these would continue to be reviewed.

The Carer's Representative enquired as to whether there required to be assistance and support by the Committee to expedite some of the longer term overdue actions. The Chief Finance Officer confirmed that prior to COVID-19, some actions should have progressed further, however in acknowledging the difficulties around some of the long standing overdue actions, he confirmed that capacity had been the main issue for lack of progress, given the challenging times faced during the pandemic.

The Chair, in providing her support also highlighted the use of Directions as required, and in response, the Chief Finance Officer advised that there were no major issues requiring escalation, at this time.

The Integration Joint Board Audit Committee agreed to note the updated position.

#### **4. 2021/22 INTERNAL AUDIT PLAN – PROGRESS REPORT**

With reference to Article 8 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 47/21 by the Chief Internal Auditor updating members on the progress against the 2021/22 Internal Audit Plan.

Appendix 1 of the Report detailed the Internal Audit Progress Report for 2021/22.

The Chief Internal Auditor provided an update of the Report and having heard from the Chair who raised whether there was capacity to bring forward the audits related to AN05-22 Sustainability of Primary Care Services and AN06-22 Commissioned Service Providers to the December Audit Committee.

Having heard from the Chief Internal Auditor and on reflecting the timescales detailed, intimated that these may be challenging, but that he would review the position and report progress to the next meeting. The Chief Finance Officer advised that the next Audit Committee following the December meeting was scheduled for April 2022, thereafter, the Integration Joint Board Audit Committee agreed to note the progress against the 2021/22 Internal Audit Plan.

#### **5. ANNUAL INTERNAL AUDIT REPORT UPDATE**

With reference to Article 10 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 48/21 by the Chief Finance Officer providing an update regarding the IJB's Annual Internal Audit Report.

The Report indicated that following discussions at the June 2021 Audit Committee, and reflecting timelines prior to the submission of June 2021 reports, the IJB's Internal Auditors had agreed to slightly revise the IJB's Annual Internal Audit Report.

Appendices 1 and 2 of the Report provided an updated version of the IJB's Annual Internal Audit Report and an update on the management responses respectively.

The Chief Finance Officer provided an update and also highlighted that the main updates were detailed as tracked changes within Appendix 1 to the Report. The Chief Internal Auditor highlighted the addition of #7 in the Introduction Section related to commentary regarding challenging circumstances faced in 2020/21.

Thereafter, having heard from the Service User Representative who commended the use of tracked changes and suggested this process be adopted in future reporting.

The Integration Joint Board Audit Committee agreed:-

- (i) to note the receipt of the revised Annual Internal Audit Report from the IJB's Internal Auditors; and ~

- (ii) to approve the updated management responses now included with the Appendix to the Report.

## **6. 2020/21 ANGUS IJB – ASSURANCES RECEIVED FROM PARTNERS**

With reference to Article 11 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 49/21 by the Chief Finance Officer providing an update on assurances received from partners.

The Report indicated that in compiling the Integration Joint Board's Annual Governance Statement, reference was made to the receipt of assurances from NHS Tayside and Angus Council regarding their governance arrangements, noting that Angus IJB was reliant on both Partners to deliver the IJB's overall aims and objective; the Annual Governance Statement also noted the reliance placed on Dundee and Perth and Kinross IJB's with respect to hosted services.

Appendices 1 and 2 of the Report detailed the assurances provided by Angus Council and Perth and Kinross IJB for the period to 31 March 2021.

Having heard from the Chief Finance Officer, the Integration Joint Board Audit Committee agreed:-

- (i) to note that the IJB had issued confirmation of the adequacy and effectiveness of the governance arrangements in place within Angus IJB for 2020/21 to Angus Council, NHS Tayside, Dundee IJB and Perth and Kinross IJB;
- (ii) to note the position regarding confirmation of receipt of the assurance from Angus Council;
- (iii) to note the position regarding assurances contained within NHS Tayside's Governance Statements with respect to NHS Tayside;
- (iv) to note the position regarding assurances from Perth and Kinross IJB;
- (v) to note the position regarding assurances from Dundee IJB; and
- (vi) to note the status of assurances received with respect to NHS Tayside and Angus Council was consistent with the contents of the IJB's Governance Statement in the audited Annual Accounts.

## **7. 2020/21 AUDITED ANNUAL ACCOUNTS**

With reference to Article 12 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 50/21 by the Chief Finance Officer setting out the output from the Integration Joint Board's External Auditor's 2020/21 Annual Audit Report of Angus IJB and the IJB's audited Annual Accounts for the period to 31 March 2021.

The Report indicated that the Integration Joint Board's Audit Committee had considered the IJB's unaudited Annual Accounts at their meeting on 23 June 2021. These accounts were subsequently available for public inspection during July 2021.

The IJB's Annual Accounts had now been audited by the IJB's External Auditor (Audit Scotland) and the IJB had received feedback in the form of the External Auditor's Report, attached as Appendix 2 to the Report; and associated letter attached as Appendix 1 to the Report. The IJB revised Audited Annual Accounts for 2020/21 were attached as Appendix 3 to the Report.

There had been no material amendments to the annual accounts since they were shared with the Audit Committee in June 2021.

The Chair welcomed the External Auditors to the meeting.

The Chief Finance Officer highlighted that the unaudited Annual Accounts had been considered by the Audit Committee in June and thereafter provided an update regarding the audit process. Thereafter the Audit Director, Audit Scotland provided an informative overview of the External Auditor's Annual Report and associated Appendices of the Report, and highlighted a number of key areas and main judgements in relation to the 2020/21 Annual Report and Accounts including, financial management and sustainability; and governance, transparency and best value. She also confirmed that the date of signing for the IJB Audited Annual Accounts would be 5 October 2021.

The Audit Director responded to the Chair's comments in relation to ensuring that future senior management roles be filled timeously and Personal Protective Equipment (PPE).

In response to the Chief Social Work Officer's question related to recurring savings, the Chief Finance Officer referred to a number of previous decisions taken by the IJB over the last six month period, and in reference to the funding gap of around £2m, as reported to the IJB in April 2021, intimated that the IJB would require to continue to look at measures to ensure financial sustainability. Also having heard from the Chief Internal Auditor, he also highlighted that the IJB should consider taking strategic and operational decisions sooner.

The Chair raised a query related to the interlinking of services and auditing of these, thereafter the Audit Director provided an update and also in response to an earlier reference by the Chief Internal Auditor, advised that the NHS Overview Report would consider recovery plans.

Having heard from the Chief Social Work Officer, Chief Finance Officer and Chief Internal Auditor in relation to the reporting pathways, in relation to the NHS Overview Report, the Chief Finance Officer advised that he would look further into whether the NHS Overview Report had been reviewed but confirmed that he would revert back to members following the meeting.

The Integration Joint Board Audit Committee agreed:-

- (i) to accept the External Auditor's Annual Audit report for Angus IJB, including the associated covering letter and the "Proposed Independent Auditor's Report", for the period to 31 March 2021, specifically, to note the key audit report recommendations and accept the associated agreed management actions;
- (ii) to approve the audited Annual Accounts, for signature by the Chair, Chief Officer and Chief Finance Officer of the IJB; and
- (iii) to request that updates regarding management actions be reported to the December 2021 Audit Committee.

## **8. INTERNAL AUDIT REPORTS – FOLLOW-UP ACTIONS**

With reference to Article 5 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 51/21 by the Chief Finance Officer, updating members regarding the IJB's progress with the recommendations of the Internal Audit Reports.

The Report provided an update on actions related to AN07/18 Financial Management; AN05/20 Risk Management; AN06/20 Data Quality; and AN05/21 Charging for Services Audits.

In response to an earlier point raised by the Carer's Representative, the Chief Finance Officer agreed that he would review and consider including more specific actions and dialogue in future reporting. An update was provided in terms of corporate support arrangements AN07/18 (Financial Management) and AN06/20 (Data Quality).

The Integration Joint Board Audit Committee agreed to note the Report and the progress made to date in terms of delivering the planned response.

## **9. GOVERNANCE ACTIONS PLAN**

With reference to Article 6 of the minute of meeting of this Committee of 23 June 2021, there was submitted Report No IJB 52/21 by the Chief Finance Officer providing the Governance Actions Plan for the ongoing review by the Integration Joint Board Audit Committee.

Appendix 1 to the Report detailed a number of actions that still required to be progressed further to improve the IJB's overall governance arrangements. COVID-19 had had a significant impact on the capacity of the IJB to progress some outstanding governance issues noting that whilst the governance improvement had not progressed as anticipated, the IJB had undertaken all that it could to ensure that existing governance frameworks had been sustained.

The Chief Finance Officer confirmed that some actions had been completed and superceded and a further six new actions had been incorporated that would reflect the future reporting of the 2018/19 Ministerial Strategic Group (MSG) review of Integration.

Having heard from the Chair in relation to the ongoing capacity issues and challenges related the support arrangements, the Integration Joint Board Audit Committee agreed to note the Governance Actions Plan.

## **10. AUDIT COMMITTEE MEMBERSHIP**

The Audit Committee's constitutional arrangements noted that "the membership of the Audit Committee should be reviewed, re-selected and re-approved by the Integration Joint Board in October 2018 and three yearly thereafter". The review, re-selection and re-approval would take place at the IJB October 2021 meeting.

Having heard from the Manager, Legal Team 1, the Carer's Representative and Service User Representative, the Integration Joint Board Audit Committee agreed to note the position.

## **11. DATE OF NEXT MEETING**

It was noted that the next meeting of the Angus Health and Social Care Integration Joint Board Audit Committee would be held on Wednesday 8 December at 11.30am.