



ANGUS HEALTH AND SOCIAL CARE
INTEGRATION JOINT BOARD AUDIT COMMITTEE – 20 APRIL 2022
GOVERNANCE DOCUMENT UPDATE
REPORT BY ALEXANDER BERRY, CHIEF FINANCE OFFICER

ABSTRACT

To present a report setting out the status of a series of documents that underpin the governance of the IJB.

1. RECOMMENDATION

It is recommended that the Angus IJB Audit Committee consider this update report, support the proposed reviews of governance documents and request that a similar report is made available annually at the Audit Committee's December meeting.

2. BACKGROUND

The September 2021 meeting of the IJB's Audit Committee considered the IJB's External Auditor's 2020/21 Annual Audit report. Within that report the following was noted by the IJB's Auditors:-

Issue/Risk - Governance

A number of governance documents (Financial Regulations, Scheme of Delegation, Equalities Mainstreaming Report) are not up to date or available on the website. Risk – The governance documentation of the IJB does not reflect the current arrangements.

Recommendation –

Angus IJB should ensure that key governance documents are up to date and available to the public. (The availability of these documents, once updated, would enhance the overall openness and transparency of Angus IJB.)

Management Response –

Regarding the Equalities Mainstreaming Report, the IJB acknowledges this needs to be updated and will progress this in near future.

Action - Chief Officer, December 2021

The IJB will develop a timeline to refresh key governance documents and, once progressed, ensure documents are accessible on the IJB's web sites.

Action - Chief Finance Officer, March 2022

3. ASSESSMENT

The attached appendix notes the status of a number of IJB documents and the proposals to update those documents. It is important to recognise that due to COVID-19 related work

pressures a number of governance action may not be taken forward on timelines originally envisaged.

It is recommended that an update such as this is produced annually for the Audit Committee's December meeting to provide re-assurance that all documentation is both up to date and publicly available. All information in this document will be kept up to reviewed in due course.

4. CONCLUSION

The Audit Committee requires to consider this update report, to support the proposed reviews of governance documents and to request that a similar report is made available annually at the Audit Committee's December meeting.

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December 2021

List of Appendices:
Appendix 1 – Angus IJB Governance Document Status Update

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Governance Document	Owner	Maintained by	Last Update	Publicly Accessible	Next Steps	Planned Update
Integration Scheme	NHS Tayside & Angus Council	NHS Tayside & Angus Council	2018	https://angushscp.scot/wp-content/uploads/2021/12/Angus-Integration-Scheme-April-2018.pdf	Review ongoing	TBC
Standing Orders	IJB	Legal Advisor	February 2020	Not as a stand alone document, only as a part of report 3/20.	Report 3/20 noted that SOs should be reviewed regularly.	IJB – Early 2022/23
Standing Orders – Audit Committee	IJB	Chief Finance Officer	February 2020	Not as a stand alone document, only as a part of report 3/20.	Under review by Audit Committee.	Early 2022/23
Financial Regulations	Chief Finance Officer	Chief Finance Officer	March 2016	TBC	Requires review by CFO	TBC
Reserves Policy	Chief Finance Officer	Chief Finance Officer	October 2019	Not as a stand alone document, only as a part of report 60/19.	No plans to review.	N/A
Equalities Mainstreaming report	IJB	TBC	TBC	TBC	TBC	TBC
Risk Management Strategy	IJB	Chief Officer	April 2021	As part of report 6/21.	No plans to review	N/A
Code of Conduct	IJB	Legal Advisor	2020	Referred to in standing orders.	Updated annually	April 2022
Register of Interests	IJB	Democratic Services	March 2022	https://www.angus.gov.uk/directories/document_category/angus_integration_joint_board_summary_of_members_interests	Updated bi-annually	June 2022
Annual Internal Audit Plan	Audit Committee	Chief Finance Officer / Chief Internal Auditor	June 2021	As part of report 32/21.	Updated annually.	June 2022
Internal Audit – Audit Charter	Audit Committee	Chief Finance Officer / Chief Internal Auditor	June 2021	As part of report 32/21.	Updated annually	June 2022