



**ANGUS HEALTH AND SOCIAL CARE**  
**INTEGRATION JOINT BOARD AUDIT COMMITTEE – 7 DECEMBER 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, note the documentation that needs to be progressed and note that annual updates will be included in the Audit Committee's annual workplan.

**2. BACKGROUND**

Following previous Internal Audit recommendations and discussion within the IJB's Audit Committee (see report IJB 21/22), it has been agreed to provide an annual update to the Audit Committee setting out the status and plans for the IJB's main governance documentation. This issue is now included in the Audit Committee's Annual Workplan and this is the first annual update since report IJB 21/22.

The original Internal Audit recommendation highlighted the need to ensure formal governance documentation for the IJB does reflect the current arrangements. It also highlighted the need to ensure these documents were in the public domain as this would enhance the overall openness and transparency of Angus IJB.

**3. ASSESSMENT**

The attached appendix notes the status of a number of IJB documents including any proposals to update those documents. It is important to recognise that due to COVID-19 related work pressures a number of governance actions have been impacted due to capacity constraints.

Notable is the need to review the IJB's Financial Regulations and, ideally prior to the 2022/23 year-end, the IJB's reserves policy.

**4. CONCLUSION**

The Audit Committee requires to consider this update report, note the documentation that needs to be progressed and note that annual updates will be included in the Audit Committee's annual workplan.

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**December 2022**

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	June 2022	<a href="https://www.angushscp.scot/wp-content/uploads/2021/12/Angus-Integration-Scheme-April-2018.pdf">https://www.angushscp.scot/wp-content/uploads/2021/12/Angus-Integration-Scheme-April-2018.pdf</a> (2018 Version)	Formal Scottish Government approval of the June 2022 update to the Integration Scheme is still awaited.	Not known.
Standing Orders	IJB	Legal Advisor	June 2022	<a href="https://www.angushscp.scot/angus-integration-joint-board/">https://www.angushscp.scot/angus-integration-joint-board/</a> (After report 33/22)	No plans to review	TBC
Standing Orders – Audit Committee	IJB	Chief Finance Officer	August 2022	<a href="https://www.angushscp.scot/angus-integration-joint-board/">https://www.angushscp.scot/angus-integration-joint-board/</a> (After report 33/22)	Reviewed annually by Audit Committee	December 2023
Code of Conduct	IJB	Legal Advisor	June 2022	<a href="https://www.angushscp.scot/angus-integration-joint-board/">https://www.angushscp.scot/angus-integration-joint-board/</a> (After report 33/22)	No plans to review	TBC
Financial Regulations	Chief Finance Officer	Chief Finance Officer	March 2016	No - These regulations need reviewed and are not currently publicly accessible.	Requires review by CFO	TBC
Reserves Policy	Chief Finance Officer	Chief Finance Officer	October 2019	Yes – but only as part of report 60/19.	No plans to review.	N/A
Equalities Mainstreaming report	IJB	TBC	August 2022	Work in Progress – Foreword to report being reviewed prior to publication.	To be published on web site in near future.	TBC
Risk Management Strategy	IJB	Chief Officer	April 2021	Yes - as part of report 6/21.	No plans to review	N/A
Risk Appetite	IJB	Chief Officer	October 2022	No – Awaits formal approval.	To be reviewed regularly.	TBC
Register of Interests	IJB	Democratic Services	July 2022	<a href="https://www.angus.gov.uk/directories/document_category/angus_integration_joint_board_summary_of_members_interests">https://www.angus.gov.uk/directories/document_category/angus_integration_joint_board_summary_of_members_interests</a>	Updated bi-annually	Jan 2023
Annual Internal Audit Plan	Audit Committee	Chief Finance Officer / Chief Internal Auditor	June 2022	<a href="https://www.angus.gov.uk/media/agenda_item_no_12_report_no_ijb_4922_internal_audit_plan_202223">https://www.angus.gov.uk/media/agenda_item_no_12_report_no_ijb_4922_internal_audit_plan_202223</a> (As per report 49/22)	Updated annually.	June 2023
Internal Audit – Audit Charter	Audit Committee	Chief Finance Officer / Chief Internal Auditor	June 2022	<a href="https://www.angus.gov.uk/media/agenda_item_no_12_report_no_ijb_4922_internal_audit_plan_202223">https://www.angus.gov.uk/media/agenda_item_no_12_report_no_ijb_4922_internal_audit_plan_202223</a> (As per report 49/22)	Updated annually	June 2023
Directions Policy	IJB	Chief Officer	August 2022	<a href="https://www.angus.gov.uk/angus_health_and_social_care_integration_joint_board_24_august_2022">https://www.angus.gov.uk/angus_health_and_social_care_integration_joint_board_24_august_2022</a> (As per report 51/22).	To be reviewed at December 2022	December 2022