



**ANGUS HEALTH AND SOCIAL CARE
INTEGRATION JOINT BOARD AUDIT COMMITTEE – 13 DECEMBER 2023
IJB AUDIT COMMITTEE WORKING ARRANGEMENTS
REPORT BY ALEXANDER BERRY, CHIEF FINANCE OFFICER**

ABSTRACT

This report provides an update regarding a number of the working arrangements of the IJB's Audit Committee.

1. RECOMMENDATIONS

It is recommended that the Integration Joint Board Audit Committee:-

- (i) Re-appoint Andrew Jack to the role of Chair of the IJB's Audit Committee respectively;
- (ii) Appoint a new Audit Committee Vice Chair to replace Kathryn Lindsay;
- (iii) Notes that the IJB Audit Committee's constitutional arrangements were reviewed by the Audit Committee's Development Session with two amendments supported for future adjustment; and
- (iii) Notes the outcomes and actions from the IJB's Audit Committee Development Session of October 2023.

2. BACKGROUND

2.1 The IJB's Audit Committee's annual work plan includes an annual re-appointment of the Chair and Vice Chair roles and an annual review of the constitutional arrangements for the IJB Audit Committee. These issues would usually be dealt with after the IJB's Audit Committee Development Session. This development session was held in October 2023, hence this update.

This report also generally considers business raised at the IJB's Audit Committee Annual Development Session.

3. CURRENT POSITION

3.1 CHAIR AND VICE CHAIR

The IJB's Audit Committee was subject to its 3-yearly re-appointment by the IJB in October 2021 (next re-appointment is October 2024). While that is a formal 3-year cycle, intermittently the IJB also has to appoint new members to the IJB Audit Committee.

While the IJB approves the overall membership of the IJB Audit Committee, it is left to the IJB Audit Committee itself to agree the Chair and Vice Chair roles. These roles are currently fulfilled by Andrew Jack and Kathryn Lindsay.

The IJB Audit Committee has previously agreed to re-appoint to these roles on an annual basis at the December meeting. After discussion at the Audit Committee's Annual Development Session (October 2023), a recommendation of this report is for the re-appointment of Andrew Jack as Chair of the Audit Committee.

Separately, Committee members will now be aware that Kathryn Lindsay (the Audit Committee's current Vice Chair) will soon be stepping down from the Audit Committee (at end of December 2023). On that basis the Audit Committee will now need to appoint a new Audit Committee Vice Chair.

3.2 CONSTITUTIONAL ARRANGEMENTS

On an annual basis, the IJB's Audit Committee has agreed to review its constitutional arrangements. Usually this would be during and after an IJB Audit Committee Development Session. The October 2023 Development Session considered the current constitutional arrangements and confirmed that it recommended for two amendments to be made to the arrangements as follows: -

1. To insert a clause at 2.1 "to assume responsibility for overview of progress with the implementation of directions, escalating key delivery issues to the IJB.
2. To amend point 2.2 to read "The Audit Committee will be required to provide an annual report of its activities and business to the IJB *and the Chair of the Audit Committee will be required to provide regular Chair's Assurance Reports to the IJB.*" (*Italics text added*).

However the Development Session also noted that both these points had already been specifically agreed by the IJB and therefore a formal updating of the Audit Committee's formal constitutional arrangements could be deferred until the IJB itself was updating its overall constitutional arrangements.

3.3 DEVELOPMENT SESSION

This was held in October 2023. In terms of agenda the following issues were considered:-

- Review of the Audit Committee's constitutional arrangements.
- Review of the Audit Committee's Chair/Vice Chair arrangements.
- The introduction of the Internal Control Evaluation process.
- Training for Audit Committee members.
- IJB horizon scanning including scanning for risks.
- CIPFA Ethical Care framework.

In addition, to points noted elsewhere in this report, the following outcomes and actions were agreed:-

1. Training for Audit Committee Members - That the training offer to IJB Audit Committee members was sufficient with the caveat that reference be made in the training offer to some of the specific issues that need to be covered as part of Induction Training. These specifics have now been added and agreed with the Chair of the Audit Committee.
2. Risk Horizon Scanning – Reflecting the increasingly dynamic environment the IJB operates in, that the IJB would make a conscious effort to identify risks that a wide range of stakeholders envisage the IJB might be exposed to in the future.

This will be progressed out-with the IJB and referenced in a future half-yearly Risk Management update to the Audit Committee.

3. CIPFA Ethical Care Framework – This was reviewed in the context of the Audit Committee’s constitutional arrangements being compliant with this framework. It was agreed that the Audit Committee is compliant with this CIPFA framework. It was also agreed that separate to Audit Committee core business, the IJB’s Internal Auditors and Chief Finance Officer will discuss how compliance with an ethical framework can be assessed as part of annual governance reviews.

4. PROPOSALS

- 4.1 This report proposes the re-appointment to the roles of Chair and Vice Chair; notes support for future adjustments to the Audit Committee’s constitutional arrangements; and notes the next steps with respect to outcomes from the IJB Audit Committee’s Annual Development session.

5 EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment is not required.

REPORT AUTHOR: ALEXANDER BERRY, CHIEF FINANCE OFFICER
E-mail details: tay.angushscp@nhs.scot
December 2023