



ANGUS HEALTH AND SOCIAL CARE
INTEGRATION JOINT BOARD AUDIT COMMITTEE – 13 DECEMBER 2023
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 similar annual updates will continue to 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 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 second annual update since report 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.

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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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	https://www.angushscp.scot/wp-content/uploads/2022/11/Angus-Revised-Integration-Scheme-2022.pdf	No plans to review.	At 5 years (i.e. c2027).
Standing Orders	IJB	Legal Advisor	August 2022 (IJB 50/22)	AIJB Standing-Orders-Approved-24-August-2022	Next full review due 2025 (per IJB Workplan)	2025
Standing Orders – Audit Committee	IJB	Chief Finance Officer	August 2022 (IJB 50/22)	AIJB Standing-Orders-Approved-24-August-2022	Reviewed annually by Audit Committee. Note – Reviewed by Audit Committee (Oct./Dec. 2023) with agreed recommendations for future adoption.	2025
Code of Conduct (Part of Standing Orders)	IJB	Legal Advisor	August 2022 (IJB 50/22)	AIJB Standing-Orders-Approved-24-August-2022 (Appendix 2, Section 7)	No plans to review	2025
Financial Regulations	Chief Finance Officer	Chief Finance Officer	April 2023 (Audit 23/23)	Angus-IJB-Financial-Regulations-Update-April-2023	To be reviewed by April 2025. Note – Authority devolved to the Audit Committee to approve changes to the IJB's Financial Regulations granted from April 2023 (IJB 27/23).	April 2025
Reserves Policy	Chief Finance Officer	Chief Finance Officer	June 2023 (Audit 51/23)	Angus-IJB-Reserves-Policy-Approved-June-2023	To be reviewed by December 2026.	December 2026
Equalities Mainstreaming Report	IJB	Head of Service (JG)	August 2023	AHSCP-Equalities-Mainstreaming-Report-2022.pdf (angushscp.scot) Also referenced in August 2023 report 58/23. Angus IJB - August 2023 - report 58/23	To be published on web site in near future.	August 2024
Risk Management Strategy	IJB	Chief Officer	April 2021 (IJB 6/21)	Angus IJB - April 2021 - report 6/21	The IJB will discuss a review date with other IJBs in Tayside.	N/A
Risk Appetite	IJB	Chief Officer	Feb. 2023 (IJB 12/23)	Angus IJB - February 2023 - report 12/23	To be reviewed and updated annually; review planned for early 2024.	TBC
Register of Interests	IJB	Democratic Services	July 2023	https://www.angus.gov.uk/directories/document_category/angus_integration_joint_board_summary_of_members_interests	Updated bi-annually	January 2024
Annual Internal Audit Plan	Audit Committee	Chief Finance Officer / Chief Internal Auditor	August 2023 (Audit 61/23)	Angus IJB Annual Internal Audit Plan	Updated annually.	June 2024

Internal Audit – Audit Charter	Audit Committee	Chief Finance Officer / Chief Internal Auditor	August 2023 (Audit 61/23)	<u>Angus IJB Annual Internal Audit Plan</u>	Updated annually	June 2024
Directions Policy	IJB	Chief Officer	April 2023 (IJB 26/23)	<u>Angus IJB - April 2023 - report 26/23</u>	Plan to review in April 2024 with update to IJB for consideration.	April 2024