

AGENDA ITEM

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FALKIRK INTEGRATION JOINT BOARD

Draft Minute of Meeting of the Falkirk Integration Joint Board's Audit Committee held on Monday 17 December 2018 at 8.30am in Room 8, Learning Centre, Forth Valley Royal Hospital.

Voting Members: Fiona Collie (Chairperson)
Alex Linkston

Non-voting Members: Robert Clark
Jen Kerr

In Attendance: Amanda Templeman, Chief Finance Officer
Tony Gaskin, Chief Internal Auditor
Joe McElholm, Head of Adult Social Work Services
Sonia Kavanagh, NHS Forth Valley (minute)

AC74. Apologies

Apologies were intimated on behalf of Sara Lacey.

AC75. Declarations of Interest

Jen Kerr declared an interest in Item 8: Following the Public Pound. However, she noted that as this item was regarding a process decision rather than funding it would not require her to remove herself from the meeting when the item was being considered.

AC76. Minute of the IJB Audit Committee Meeting Held on 25 September 2018

Decision

The minute of the Audit Committee Meeting held on 25 September 2018 was approved.

AC77. Self Directed Support Progress Report

The Audit Committee considered a paper 'Self Directed Support Progress Report' presented by the Head of Adult Social Work Services.

Mr McElholm provided an update on the range of activities to address the recommendations in the Audit Scotland report on Self Directed Support (SDS) and make the necessary cultural and practical changes to successfully implement SDS.

The Audit Committee discussed the positive impact of SDS and the encouraging uptake of non-traditional SDS options. Further work was

required around the Individual Budget Calculator and it was anticipated that the new Social Work Information system, Liquid Logic would assist implementation. There was also a need to review the current Resource Panel process to ensure it provided the flexible approach to SDS while maintaining appropriate financial scrutiny and quality assurance at a locality level.

Decision

The Audit Committee:

- 1. Noted the progress that was being made towards addressing the recommendations in the report.**

It was agreed to take Item 6 at this point in the agenda

AC78. Governance Action Plan

The Audit Committee considered a paper 'Governance Action Plan' presented by the Chief Finance Officer.

Ms Templeman presented the six monthly update on progress with the Governance Action Plan. The Action Plan had been updated to reflect the findings of the Chief Internal Auditor and the External Auditor during their respective reviews for 2017/18.

Details were provided on the keys areas of progress including the transfer of operational NHS services, the Clinical and Care Governance Committee and the work to review the IJB Strategic Plan for 2019-2022.

Ms Kerr highlighted that from a Third Sector perspective it was difficult to see where the future service aspirations and decisions were being made. She suggested a co-production approach with a wide range of representatives to provide a systematic method of consideration and decision regarding the areas for transformation/change. This would provide assurance and the mechanism for proactive discussions around various service options and developments and support the level of detail required for Directions.

Decision

The Audit Committee:

- 1. Noted the updated Governance Action Plan attached as Appendix 1 to the report.**
- 2. Agreed that a number of recommendations would be consolidated where appropriate and that completed actions would be removed from the plan.**
- 3. Noted that a progress report would be prepared for the June 2019 Audit Committee.**

AC79. Internal Audit Progress Report

The Audit Committee considered a paper 'Internal Audit Progress Report' presented by the Chief Internal Auditor.

Mr Gaskin tabled a brief paper noting that full progress reports would be presented to future Audit Committee meetings. He outlined progress with two outstanding audits for 2017/18 and the audits planned for 2018/19.

The Audit Committee discussed the complexities of Workforce Planning as the IJB did not actually employ staff. Ms Templeman explained that while the IJB required their own Workforce Plan it was essential to link with the plans of both Partners as well as the IJB's Strategic Plan to ensure relevant risks were identified and addressed.

Decision

The Audit Committee:

- 1. Noted the progress on the 2017/18 and 2018/19 internal audit plan**

AC80. Strategic Risk Register Update

The Audit Committee received a verbal update on 'Strategic Risk Register' presented by the Chief Finance Officer.

Ms Templeman advised that the Leadership Group had recently considered the Risk Register and further work was required. A review of the Risk Management Framework would begin in early 2019 to embed and ensure ownership and provide the necessary assurances.

Falkirk Council had confirmed support from their Corporate Risk Coordinator and NHS Forth Valley was due to recruit a Risk Management Administrator who would also provide assistance to the IJB.

Decision

The Audit Committee:

- 1. Noted the verbal update provided.**

AC81. Following the Public Pound

The Audit Committee considered a paper 'Following the Public Pound' presented by the Chief Finance Officer.

Ms Templeman advised that in line with 'Following the Public Pound' requirements an appropriate reporting structure was needed to provide the reassurance that budgets were appropriately allocated and used effectively.

A proposal was outlined which would involve a Lead Monitoring Officer for each organisation with responsibility for overseeing a Joint Working Agreement, drawing together all strands of funds (where appropriate) allocated via the HSCP. An annual report would then be provided to the Audit Committee and IJB, including a summary of performance and analysis of the outcomes being achieved for individuals, the HSCP and value for money. It was noted that this would provide all Partners with a collective awareness of the organisations involved, ensuring appropriate funding and reducing duplication.

Ms Templeman provided an overview of the organisations who had received funding from Falkirk Council or NHS Forth Valley with a summary of their performance, conclusions and recommendations in Appendix 1.

The Audit Committee discussed the advantage of 3 year rolling budgets to assist organisations plan and provide continuity for service delivery and the potential benefits for staff.

Decision

The Audit Committee:

- 1. Approved the proposed Following the Public Pound process at 4.1 that would provide the Integration Joint Board with necessary assurance regarding the allocation to use resources by arms length and external organisations.**
- 2. Noted monitoring and performance information for each of the organisations as set out in Appendix 1.**
- 3. Approved the contents of the report and refer to the Integration Joint Board.**

AC82. Audit Scotland: Health and Social Care Integration Update on Progress

The Audit Committee considered a paper 'Audit Scotland: Health and Social Care Integration Update on Progress' presented by the Chief Finance Officer.

Ms Templeman outlined the key messages from Audit Scotland's second report regarding progress with integration across Scotland which was published in November 2018. These reflected Falkirk IJB's own experience and would be factored into the Governance Plan as appropriate.

The report stated that it would not be possible for one organisation to address all the issues highlighted. If integration was to make a meaningful difference to the people of Scotland, COSLA, the Scottish Government, Integration Authorities, Local Authorities and Health Boards would need to work together. Those recommendations which related to Integration Authorities were:

- effective strategic planning for improvement
- integrated finances and financial planning
- agreed governance and accountability arrangements
- ability and willingness to share information
- meaningful and sustained engagement

It was proposed that a self assessment exercise was carried out against these and the results would be reported on at a future Audit Committee meeting.

The complex landscape was discussed and the responsibility of all Partners to share the relevant risks. The self assessment along with the Strategic Plan would be a useful tool to ensure recommendations were responded to.

Decision

The Audit Committee:

- 1. Noted the key messages from the Audit Scotland report**

- 2. Agreed that a self assessment against the report recommendations was carried out and the results reported back to the Audit Committee**

AC83. Any Other Competent Business

There being no other competent business, the Chair closed the meeting.