

FALKIRK INTEGRATION JOINT BOARD

Draft Minute of Meeting of the Falkirk Integration Joint Board's Audit Committee held on Friday 16 March 2018 at 10.45am in the Committee Suites, Municipal Buildings, Falkirk

Voting Members: Fiona Collie (Chairperson)
Alex Linkston

Non-voting Members: Apologies received as per AC45.

In Attendance:
Patricia Cassidy, Chief Officer
Amanda Templeman, Chief Finance Officer
Sara Lacey, Chief Social Work Officer
Elaine Vanhegan, Head of Performance and Governance
Tony Gaskin, Chief Internal Auditor
Keith McPherson, Ernst & Young
Sonia Kavanagh, NHS Forth Valley (minute)

AC45. Apologies

Apologies were intimated on behalf of Karen Herbert and Robert Clark.

AC46. Declarations of Interest

There were no declarations of interest.

AC47. Minute of the IJB Audit Committee Meeting Held on 5 December 2017

Decision

The minute of the Audit Committee Meeting held on 5 December 2017 was approved.

AC48. Internal Audit Progress Report

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

Mr Gaskin provided an update on the progress with the 2016/17 and 2017/18 internal audit plans, noting a report on Clinical Care and Professional Governance would be covered under a separate agenda item.

The Audit Committee discussed the progress in various areas and noted the actions required to complete them. There were a range of challenges including capacity and the regional landscape with work continuing to ensure assurances were in place by year-end.

Additional information was provided regarding the relevant Falkirk Council and NHS Forth Valley internal audit reports, with areas of potential risk discussed further. It was noted Standing Orders for both Parties should reflect the roles and responsibilities of the Chief Officer.

Decision

The Audit Committee:

- 1. Noted the progress on the 2016/17 and 2017/18 internal audit plan set out in Appendix A.**
- 2. Noted the summary of Falkirk Council and NHS Forth Valley internal audit reports relevant to the IJB, set out in Appendix B.**

AC49. Audit Report FK07-17 Clinical Care and Professional Governance

The Audit Committee considered a paper 'Audit Report FK07-17 Clinical Care and Professional Governance' presented by the Chief Internal Auditor.

Mr Gaskin highlighted that as Clinical and Care Governance arrangements were currently under review an interim report had been issued without formal opinion.

A number of areas were identified for consideration as part of the review with a need for this to be undertaken at pace. It was highlighted that since the time of writing a number of actions had been taken and decisions made, most notably the agreement to establish a Clinical and Care Governance Committee of the IJB. This would provide a pragmatic workable solution, providing an accountable structure which was efficient and avoided confusion with the governance process. Ms Cassidy highlighted that the reference in section 9 of the report "...are consistent with commissioning model assumed within the Falkirk IJB" did not accurately reflect the Falkirk Integration Scheme. The IJB did not operate a commissioning model, Falkirk Council transferred adult social care to the Falkirk IJB on 1 April 2016.

Decision

The Audit Committee:

- 1. Noted the Audit Report FK07-17 Clinical Care and Professional Governance**

AC50. External Annual Audit Plan 2017/18

The Audit Committee considered a paper 'External Annual Audit Plan 2017/18' presented by the External Auditor.

Mr McPherson highlighted a typo on page 1 of the report:
Materiality – Summary of uncorrected differences was £0.2 million.

The Annual Audit Plan set out the proposed audit approach for the audit of the financial year ending 31 March 2018, including the scope and

responsibilities. A summary of the significant accounting and auditing matters were outlined providing an overview of the initial risk assessment and change in risk profile for the year.

Decision

The Audit Committee:

- 1. Noted the External Annual Audit Plan 2017/18.**

AC51. Risk Management Arrangements

The Audit Committee considered a paper 'Risk Management Arrangements' presented by the Chief Finance Officer.

Ms Templeman outlined the emerging issues around risk management arrangements and the steps to address them.

The workplan which was approved at the September 2017 meeting noted that there would be quarterly updates on the Strategic Risk Register and six-monthly updates on the Risk Management Improvement Plan. Both these reports had been due to be brought to the committee in March, however, this had not been possible due to both NHS Forth Valley and Falkirk Council highlighting issues with capacity and changes in personnel.

While these issues were understandable due to pressures across the public sector and the Partnership, robust risk management arrangements were essential. A meeting would be arranged between the Chief Officer, Chief Finance Officer and those responsible for risk within the partner organisations to agree the risk management approach for Falkirk IJB. The resulting arrangements and work to address the risks would be brought to the Audit Committee meeting in June 2018.

Decision

The Audit Committee:

- 1. Noted the emerging issues and the steps outlined in sections 4 and 5 of the report.**

AC52. Any Other Competent Business

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