

Agenda Item 8

Governance Action Plan

Title/Subject: Governance Action Plan
Meeting: IJB Audit Committee
Date: 27 June 2019
Submitted By: Chief Finance Officer
Action: For Decision

1. INTRODUCTION

- 1.1 The purpose of this report is to present an update on the Governance Action Plan for the Falkirk IJB.

2. RECOMMENDATIONS

The Audit Committee is invited to:

- 2.1 note the contents of this report.
- 2.2 agree that the action plan flowing from the self evaluation template required by the Ministerial Strategic Group will replace the Governance Action Plan.

3. BACKGROUND

- 3.1 Guidance produced by the Integrated Resources Advisory Group states that the IJB has responsibility for reviewing the effectiveness of governance arrangements including the system of internal control.
- 3.2 Internal Audit's 2016/17 Annual Internal Audit Report, as presented to the Audit Committee in August 2017 recommended that a governance action plan, setting out a timetable for implementation, should be prepared and approved and monitored by the IJB or the Audit Committee. The Chief Officer agreed this recommendation. It was subsequently agreed that an update on the governance action plan would be presented to the Audit Committee on a six monthly basis.
- 3.3 The governance action plan was last submitted to the Audit Committee in December 2018.

4. GOVERNANCE ACTION PLAN

- 4.1 The governance action plan for the Falkirk IJB included 28 actions points, broadly split up into:
- Corporate Governance
 - Audit
 - Planning & Performance
 - Clinical & Care Governance
 - Financial Governance
 - Risk Management
 - Information Management
- 4.2 The report to the December 2018 Audit Committee proposed that the action plan would be reviewed and that where appropriate actions would be consolidated or removed if completed. This would help to ensure the plan remained focussed and relevant.
- 4.3 Since December 2018, a review on the progress of integration of health and social care services was completed by a Leadership Group led by the Ministerial Strategic Group (MSG) and the Convention of Scottish Local Authorities (COSLA). The purpose of the review was to help ensure there is an increase in pace in delivering all of the integration principles and national health and wellbeing outcomes. The findings of the review were published in February 2019 and a self evaluation template was to be completed and returned to the Scottish Government in May 2019. The return submitted by Falkirk IJB can be found [here](#).
- 4.4 The proposals produced by the MSG and the self evaluation template focussed on 6 areas which Audit Scotland have identified as being critical to support integration. These are:
- Collaborative leadership and building relationships
 - Integrated finances and financial planning
 - Effective strategic planning for improvement
 - Agreed governance and accountability arrangements
 - Ability and willingness to share information
 - Meaningful and sustained engagement
- 4.5 The IJB has agreed to develop an action plan from the information included in the MSG return. This will be submitted to the IJB for approval and will include actions for all partners. The MSG has indicated that they intend to monitor progress against the self evaluation templates prepared by IJBs.

5. NEXT STEPS

- 5.1 There is a clear overlap between the areas included in the governance action plan and the proposals set out in the MSG self evaluation template. It is proposed that each area of the current governance action plan is treated as follows:

	Proposed Action
Corporate Governance	Part of MSG action plan
Audit	Action points complete – no further action required
Planning & Performance	Actions mainly complete – remainder within MSG action plan
Clinical & Care Governance	Separate arrangements now in place; Clinical & Care Governance Committee has oversight of the framework etc.
Financial Governance	Part of MSG action plan
Risk Management	Audit Committee receiving, and will continue to receive, quarterly update reports on progress; no further action required
Information Management	Action points complete – no further action required

- 5.2 The MSG action plan will be reviewed to ensure that all actions relating to the areas above have been included. This approach will provide one action plan which will be subject to regular progress updates. This will help to ensure clarity over the work being taken forward.

6. CONCLUSIONS

- 6.1 It is proposed that the MSG action plan effectively replaces the Governance Action Plan. This approach will provide one action plan which will be monitored and scrutinised regularly by both the IJB and the MSG. This will help to ensure that the IJB is meeting its responsibilities for reviewing the effectiveness of governance arrangements including the systems of internal control.

Resource Implications

There are no resource implications arising from the recommendations in this report.

Impact on IJB Outcomes and Priorities

Effective governance, including risk management and internal control, will be necessary to deliver the outcomes and priorities of the IJB.

Legal & Risk Implications

The MSG Action Plan will be used to address known risks and will inform the Annual Governance Statement which must be produced as part of the Annual Accounts.

Consultation

The MSG self evaluation template was completed through an online survey to all IJB and Strategic Planning Group members. A workshop was subsequently held to review the output from the online survey and to reach an agreed position on a number of the actions. The submitted template has subsequently been reported to the IJB.

Equalities Assessment

No equalities issues arise from the recommendations of this report.

Approved for Submission by: Patricia Cassidy, Chief Officer

Author: Amanda Templeman

Date: 14 June 2019

List of Background Papers: The papers that may be referred to within the report or previous papers on the same or related subjects.