

INVERCLYDE INTEGRATION JOINT BOARD AUDIT COMMITTEE – 29 JANUARY 2019**Inverclyde Integration Joint Board Audit Committee****Tuesday 29 January 2019 at 1pm****Present:** Councillors L Quinn and L Rebecchi, Mr A Cowan and Dr D Lyons.**Chair:** Councillor Rebecchi presided.**In attendance:** Ms L Long, Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership, Ms L Aird, Chief Financial Officer, HSCP, Ms S McAlees, Head of Children's Services & Criminal Justice, Ms A Priestman, Chief Internal Auditor, Ms V Pollock (for Head of Legal & Property Services) and Ms S Lang (Legal & Property Services).**1 Apologies, Substitutions and Declarations of Interest 1**

No apologies for absence or declarations of interest were intimated.

2 Minute of Meeting of Inverclyde Integration Joint Board Audit Committee of 11 September 2018 2

There was submitted minute of the meeting of the Inverclyde Integration Joint Board (IJB) Audit Committee of 11 September 2018.

It was noted in relation to decision 16(3) (IJB Risk Management Update), that representatives of CIPFA would be in attendance at the 20 February 2019 development session to provide a brief overview of the processes involved in moving from the existing to new risk register and that a report would be submitted to the March meeting of the IJB Audit Committee.

Decided: that the minute be agreed.**3 Internal Audit Progress Report – 20 August 2018 to 4 January 2019 3**

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership on the progress made by Internal Audit during the period 20 August 2018 to 4 January 2019.

The Chief Internal Auditor presented the report, being the regular progress report and advised as follows:-

(1) that one Internal Audit report (IJB Directions) had been finalised since the last meeting in September 2018 with an overall control environment opinion of satisfactory. There are 2 green issues and an action plan to address both issues by the expected date of 30 April 2019 was in place;

(2) Fieldwork is underway in respect of the IJB Financial Planning Audit;

(3) There are nine current action points from previous IJB audits being progressed by Officers, five of those action points have missed agreed deadlines and management comments on this are detailed in the report;

(4) Greater Glasgow & Clyde NHS Board have appointed Scott Moncrieff as Internal Auditors; and

(5) Since September 2018, there were no internal audit reports presented to Inverclyde Council which are of relevance to the IJB Audit Committee.

During the discussion on this item, key issues highlighted were:

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IJB Directions – There was discussion on the necessity of joint directions involving two or more IJBs with an explanation given as to possible circumstances in which joint directions could be used.

It was confirmed that any changes to the IJB Directions Policy as a result the Scottish Government's statutory guidance would be reported to the IJB Audit Committee.

Review of Key Governance Documents – It was noted that this action had now been completed.

Training and Development of Personal Development Plans – Governance Matters – It was noted that the proposed approach would combine standard training for all IJB members, as identified by Officers, together with an element of self-assessment which would enable members to highlight any individual training and development needs. It was suggested that the preparation of a Personal Development Plan for each IJB member, particularly those serving on more than one IJB, may not be proportionate and it was agreed that this action required further consideration with a view to a possible alteration to the wording.

Decided: that the progress made by Internal Audit in the period from 20 August 2018 to 4 January 2019 be noted.

4 External Audit – Proposed Audit Fee 2018/19**4**

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership advising the Committee of the proposed Audit Scotland External Audit fee of £25,000 for 2018/19, a further £1,000 or 4.2% increase from 2017/18.

Decided: that the proposed Audit fee be noted and that it be agreed that the Chair write to Audit Scotland querying the level of fee, asking for an itemised breakdown of chargeable time in relation to the fee and requesting that the level of the proposed fee be reviewed as a matter of urgency.