

INVERCLYDE INTEGRATION JOINT BOARD AUDIT COMMITTEE – 20 MARCH 2023

Inverclyde Integration Joint Board Audit Committee

Monday 20 March 2023 at 1.00pm

Present:

Voting Members:

Councillor Elizabeth Robertson (Chair)	Inverclyde Council
Councillor Lynne Quinn	Inverclyde Council
David Gould (Vice Chair)	Greater Glasgow & Clyde NHS Board
Simon Carr	Greater Glasgow & Clyde NHS Board

Non-Voting Members:

Charlene Elliott	Third Sector Representative, CVS Inverclyde
Diana McCrone	Staff Representative, Greater Glasgow & Clyde NHS Board

Also present:

Kate Rocks	Chief Officer, Inverclyde Health & Social Care Partnership
Allen Stevenson	Head of Health & Community Care and Chief Social Work Officer, Inverclyde Health & Social Care Partnership
Craig Given	Chief Finance Officer, Inverclyde Health & Social Care Partnership
Andi Priestman	Chief Internal Auditor, Inverclyde Council
Vicky Pollock	Legal Services Manager, Inverclyde Council
Jonathan Hinds	Head of Children & Families and Criminal Justice Services, Inverclyde Health & Social Care Partnership
Gail Kilbane	Alcohol & Drug and Homelessness Service Manager
Marie Keirs	Senior Finance Manager, Inverclyde Council
Andrina Hunter	Service Manager, Corporate Policy, Planning and Performance, Inverclyde council
Peter MacDonald	Solicitor, Inverclyde Council
Diane Sweeney	Senior Committee Officer, Inverclyde Council
Lindsay Carrick	Senior Committee Officer, Inverclyde Council

Chair: Councillor Robertson presided.

The meeting took place via video-conference.

1 Apologies, Substitutions and Declarations of Interest 1

No apologies for absence or declarations of interest were intimated.

2 Minute of Meeting of IJB Audit Committee of 28 November 2022 2

There was submitted the Minute of the Inverclyde Integration Joint Board Audit Committee of 28 November 2022.

The Minute was presented by the Chair and examined for fact, omission, accuracy and clarity.

Decided: that the Minute be agreed.

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| 3 | IIJB Audit Committee Rolling Annual Workplan | 3 |
| | <p>There was submitted a list of rolling actions arising from previous meetings of the IIJB Audit Committee.</p> <p>Referring to the entry '20 March 2023: External Audit Annual Audit Plan 2022/23' Mr Given advised the Committee that this report would be presented to the June meeting and that he would be meeting with the new External Auditors, KPMG, to discuss.</p> <p>The Chair commented that the format of the Rolling Annual Workplan was not as immediately obvious to understand as that used at the Inverclyde Integration Joint Board meetings and requested that officers consider the layout.</p> <p>Decided: that the Rolling Annual Workplan be noted.</p> | |
| 4 | Internal Audit Progress Report 29 August 2022 to 24 February 2023 | 4 |
| | <p>There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on the progress made by Internal Audit during the period 29 August 2022 to 24 February 2023.</p> <p>The report was presented by Ms Priestman, and being the regular progress report advised of updates since the last meeting.</p> <p>Referring to paragraphs 3.7 and 3.8 of the report, 'Managing timescales within the workforce plan action plan (Amber)', the Committee asked for more detail on the 3 issues identified in the audit. Ms Priestman advised that as two of the issues were categorised 'green', they weren't detailed within the report, but she could provide additional information to members if required. Ms Priestman provided a comprehensive explanation of how the audit process is managed when actions span several years.</p> <p>Decided: that the progress made by Internal Audit for the period 29 August 2022 to 24 February 2023 be noted.</p> | |
| 5 | Status of External Audit Action Plans - 31 January 2023 | 5 |
| | <p>There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on the status of current actions from External Audit Action Plans at 31 January 2023.</p> <p>The report was presented by Ms Priestman, and being the regular progress report advised of updates since the last meeting.</p> <p>Referring to section 3 of appendix 1 of this report and the reference to 'Medium to Long Term Financial Plan Recommendation', and to section 4 of appendix 1 of the previous report and the reference to 'Updating the Inverclyde Integration Joint Board's Reserves Strategy', the Committee asked for an explanation for the link between the Reserves Strategy and the Integration Scheme. Mr Given advised that there had been a historic link which he was reviewing, and that a report on this matter would be brought to the June meeting.</p> <p>Decided: that the progress to date in relation to the implementation of external audit plans be noted.</p> | |
| 6 | External Audit Annual Audit Plan 2022/23 | 6 |
| | <p>It was noted that this item had been withdrawn from the agenda and that a report would be presented to the June meeting.</p> | |

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7 IJB Best Value Statement 2022/23

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership appending for approval the draft Best Value Statement in relation to how the IJB has delivered Best Value during the previous financial year.

The report was presented by Mr Given and detailed (1) the statutory duty to secure Best Value and (2) the responses received from IJB members to a recently issued questionnaire.

Referring to paragraph 3.5 of the report, the Chair asked what actions officers intended to take in response to the comments received to the questionnaire. Mr Given advised that as the responses were anonymous he could not approach individual members, but that he was willing to discuss any matters with members should they contact him directly. Mr Given and Ms Rocks both acknowledged that work was continuing in relation to Best Value and the role of the Strategic Planning Group.

The Chair requested that officers continue to monitor this and keep the Committee advised of progress.

Decided: that (a) the Best Value Statement 2022/23 be approved, and (b) officers monitor and advise the Committee of progress.

8 Inverclyde Integration Joint Board – Directions Update February 2023

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing a summary of the Directions issued by the IJB to Inverclyde Council and NHS Greater Glasgow & Clyde in the period September 2022 to February 2023.

The report was presented by Ms Pollock and advised that a revised IJB Directions Policy and procedure was approved by the IJB in September 2020 and as part of the agreed procedure the IJB Audit Committee had assumed responsibility for maintaining an overview of progress with the implementation of Directions, requesting a mid-year progress report and escalating key delivery issues to the IJB. This report is the fifth such report and covers the period September 2022 to February 2023.

Decided: that the contents of the report be noted.

9 External Audit – Audit Fee 2022/23

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising that (1) the External Audit fee for 2022/23 is £31,470 and (2) KPMG are the new External Auditors.

The Committee asked how KPMG became the External Auditors and Mr Given explained that a new External Auditor is appointed to the IJB every five years. Mr Given further advised that he had already had some discussions with KPMG.

Decided: that the Audit fee be approved.

10 IJB Risk Register

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership (1) providing an update on the status of the IJB Strategic Risk Register, and (2) appending the most recent Risk Register reviewed by officers in September 2022.

The report was presented by Mr Given and noted that the Register is reviewed twice a year and that since the last report there had been changes to Risk 7 (Contingency Planning) and Risk 11 (Equalities Legislation).

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The Committee asked officers to consider (1) the layout of the Register, by ranking the risks highest to lowest, and (2) the content of the Register, by clearly defining strategic and operational risks.

Referring to risks 3 (Financial sustainability/constraints/resource allocation) and 5 (Workforce sustainability and implementation of the workforce plan) the Committee questioned the 'Likelihood Rating' of 3 for both. Ms Rocks explained how the score had been allocated and advised that 3 was considered appropriate.

The Committee discussed the differences between the IIJB and HSCP Risk Registers and strategic and operational risk, and officers acknowledged that work was ongoing on ensuring that the correct risk was reported in the correct place. Mr Given further confirmed that there would be more work done on Risk Appetite.

Decided: that the contents of the report be noted.