



**Dumfries and Galloway Integration Joint Board  
Audit and Risk Committee**

Monday 24<sup>th</sup> June 2019 at 1:00pm

Seminar Room 1, Education Centre, Dumfries and Galloway Royal Infirmary, Cargenbridge, DG2 8RX

**MEMBERS**

<b>Ian Carruthers (Chair)</b>	-	Voting Member
<b>Laura Douglas (Vice Chair)</b>	-	Voting Member
<b>Jane Maitland</b>	-	Voting Member
<b>Katy Lewis</b>	-	Chief Finance Officer
<b>Ann Farrell</b>	-	Staff Side Representative
<b>Julie White</b>	-	Chief Officer

**Ian Carruthers**  
Chair

**Please forward any items to be discussed under AOCB to**  
[ian.Carruthers@dumgal.gov.uk](mailto:ian.Carruthers@dumgal.gov.uk)

Health and Social Care Partnership Website  
<http://dghscp.co.uk/>



## Dumfries and Galloway Integration Joint Board Scheme of Delegation to Committees

<b>DOCUMENT CONTROL</b>		<b>POLICY NO.</b>	<b>IJB02</b>
<b>Policy Group</b>	IJB Governance Documents		
<b>Author</b>	Katy Lewis	<b>Version no.</b>	3
<b>Reviewer</b>	Julie White	<b>Implementation date</b>	April 2016
<b>Scope(Applicability)</b>			
<b>Status</b>	Approved	<b>Next review date</b>	June 2018
<b>Approved b</b>	IJB	<b>Last review date:</b>	June 2017

## **1. General**

- 1.1 The Standing Orders as adopted by the Board on 17<sup>th</sup> March 2016, as amended if applicable, shall apply to the meetings of committees.
- 1.2 The quorum for any meeting of a committee shall be half of its voting members.
- 1.3 Substitutes are permitted from the membership of the Integration Joint Board, but a voting member may not attend as a substitute for a non-voting member.
- 1.4 A substitute voting member of the Integration Joint Board may be a committee member.
- 1.5 Minutes of the committee are to be reported and approved at the next meeting of the committee.
- 1.6 Approved minutes of committee meetings will also be reported to the Integration Joint Board for noting.

## **2. Committees**

- 2.1 The Integration Scheme sets out 2 Committees that the Board would delegate authority to – these being a Clinical and Care Governance Committee and the Risk Management Sub-Group.
- 2.2 Given that there is also a statutory requirement for an Audit Committee to be established to ensure compliance with relevant legislation it is proposed that in total 3 committees are established being:-
  - Audit and Risk Management Committee
  - Clinical and Care Governance Committee
  - Performance and Finance Committee
- 2.3 The committee remits in the sections that follow, reflect what we said we would do in the Integration Scheme for each committee.
- 2.4 Dependent on the business need for further committees, this Scheme may be amended as required by the Board.

## **3. Audit and Risk Management Committee**

### Remit and Powers

1. To appoint an Internal Auditor.
2. To review the effectiveness of the Board's framework of governance, risk management and internal control.
3. To approve the annual risk based internal audit plan and monitor internal audit work against the plan.
4. To consider the annual external audit plan.

5. To approve the internal audit charter and monitor the independence and effectiveness of the internal audit function.
6. To consider internal and external audit reports and receive assurance that agreed recommendations have been timeously and effectively implemented.
7. Consider the unaudited accounts and governance statement.
8. To redirect internal audit resources as and when deemed appropriate.
9. To make recommendations to the Board on any matters within its remit which are otherwise referred to it by the Board.
10. To develop a risk management strategy for approval by the Board.
11. To advise on the appropriate risk appetite for the Board.
12. To advise on any subsequent changes to the risk management strategy and risk appetite for approval by the Board.
13. To consider the effectiveness of the risk management process, ensuring that significant risks are being adequately managed.
14. To monitor implementation on improvement action plans. Membership
  1. Six Members of the Board comprising 2 voting members appointed by NHS Dumfries and Galloway and 2 voting members appointed by Dumfries and Galloway Council, and 2 non-voting members.
  2. The Chair and Vice-Chair of the Committee are to be appointed by the Board.
  3. The Chair and Vice-Chair of the Board may not be members of the Committee.
  4. In Attendance – Lead Audit and Risk Officers from both parties. Frequency of

#### Meetings

At least three time per annum. Additional meetings can be agreed by the Chair if required.