



Dumfries and Galloway
Integration Joint Board
Audit and Risk Committee

**Minute of Dumfries and Galloway
Integration Joint Board Audit and Risk
Committee meeting held on
7th September 2020**

For Approval

Minute of the Dumfries and Galloway Integration Joint Board (IJB) Audit and Risk Committee meeting held on 7th September 2020 at 3pm via TEAMS

Present:	Ian Carruthers	(IC)	Chair - Voting Member
	Laura Douglas	(LD)	Vice Chair – Voting Member
	Ann Farrell	(AF)	Staff Side Representative
	Katy Lewis	(KL)	Chief Finance Officer
	Jane Maitland	(JM)	Voting Member
	Julie White	(JW)	Chief Operating Officer / Chief Officer
In Attendance:	Joanne Brown	(JB)	External Auditor – Grant Thornton
	Heather Collington	(HC)	Head of Adult Social Work Services
	Kevin Geraghty	(KG)	Chief Internal Auditor, Dumfries and Galloway Council
	Hannah Green	(HG)	PA to Julie White, Chief Officer / Chief Operating Officer
	Vicky Keir	(VK)	Staff Side Representative
	Alison Warrick	(AW)	Governance Officer
	Julie Watters	(JWa)	Chief Internal Auditor – NHS Dumfries and Galloway
	Alice Wilson	(AWi)	Nurse Director

1. APOLOGIES FOR ABSENCE

No apologies were received.

2. DECLARATION(S) OF INTEREST

No declarations of interest were received.

It was noted that as Melissa Gunn is no longer a committee member, LD advised that discussions have taken place with the Chair of the IJB regarding this vacancy and hopefully a new member will join the Committee ahead of the next meeting. HG will update this action on the rolling agenda matrix.

3. MINUTES OF THE PREVIOUS MEETING OF 9th March 2020

IC queried the wording regarding point 11 (AOCB) and requested for the text to be amended slightly.

The minutes were agreed as an accurate record.

4. ACTION LIST

All actions were agreed and updated accordingly.

5. EXTERNAL AUDIT ANNUAL REPORT

This paper provides the Integration Joint Board with an update on the work of the External Auditors.

JB provided an overview of the report, advising that it is still in draft format. The final version will be submitted to the IJB in September for final sign off.

JM queried page 25 of the report (regarding budgets spread across the Partnership) and posed the question of 'how integrated as a Partnership are we?' KL supported that this recommendation is unclear and JB will rephrase the action into the final version of the report.

IC questioned the non recurrent savings on page 24. JB advised that the non recurrent savings were projected from the SAM programme and will be incorporated into financial planning for 2021/22.

Decision(s):

IJB Audit & Risk Committee:

- **Scrutinised and reviewed the attached report for Dumfries and Galloway Integration Joint Board/External Audit Annual Report to those charged with Governance and the Controller of Audit for the 2019/20 financial year.**

6. INTERNAL AUDIT ANNUAL REPORT

The purpose of this report is to update Audit and Risk Committee on Internal Audit assurances for the Integration Joint Board (IJB) for the year 2019/20.

JWa provided an overview of the report and believes that there are adequate measures and controls in place. There are less Council services delegated, however the audit report does detail assurances from both Organisations.

LD reflected that the audit process has been robust, however as an IJB the risks require to be clearly identified. KL advised that this piece of work is being linked to the Audit Scotland report which will articulate wider risks to the IJB.

JM queried paragraphs 4.6 and 4.17 regarding a limited assurance audit. KL advised that along with AWi they are working through risks identified and will report back at a later meeting. The revised risk strategy is about to be submitted for consultation.

Decision(s):

IJB Audit & Risk Committee:

- **Noted the contents of this report which summarises the work undertaken by Internal Audit during 2019/20 and provides the Chief Internal Auditor's opinion on the internal control environment within the Integration Joint Board for the financial year 2019/20**

7. IJB FINAL GOVERNANCE STATEMENT AND ASSURANCE PROCESS

This paper presents to the IJB Audit and Risk Committee the Governance Statement and Assurance Processes for 2019/20.

The committee assurance statements were slightly delayed this year, however KL provided assurance that they have now been produced and once the Governance Officer has reviewed, they will be taken to the September IJB for approval.

LD queried the governance statement, as the NHS statement is more detailed. Can further detail added into the governance framework section to highlight on what date processes were halted due to CoVID?

KL advised that the IJB is strategic, which is why the level of detail is not the same and that IJB accounts are done under slightly different accounting

regulations but these can be reviewed. JB verified that the statement complies with the guidance and is comparable to other IJB statements.

Decision(s):

IJB Audit & Risk Committee:

- **Scrutinised and reviewed the Final IJB Governance Statement and Assurance Processes for 2019/20.**

8. IJB ANNUAL REPORT & ACCOUNTS 2019/20

This paper presents the annual accounts for the IJB for the 2019/20 financial year.

KL advised that the plan is for the existing draft to be presented at the September IJB meeting for approval, this version has been signed off by the auditors.

There was full consultation on the accounts through the Partnership and Council websites and also social media, however there wasn't any feedback.

Decision(s):

IJB Audit & Risk Committee:

- **Approved the submission of the Integration Joint Board's audit Annual Accounts for the financial year ended 31st March 2020 to the Integration Joint Board at its meeting on 23rd September 2020.**

9. INFORMATION SHARING

JW advised that an Information Sharing paper was previously discussed at the Chief Officers Group with a range of recommendations of actions that need to be taken, which included a new data sharing agreement to be signed by both Organisations to move onto level 2 (there are 4 levels) of data sharing. This agreement has since been signed and is in place, which allows data to be manually transferred between Organisations; however the next step is to automatically electronically match Council data to NHS records.

This has been identified as an area of priority within the Partnership, as staff members require this development to wholly fulfil their roles, especially with the launch of Home Teams.

JW is scheduled to have a meeting with Graham Gault and Graham McIlorum to discuss what issues require to be addressed. JW provided assurance to the A&R committee that any issues will be escalated back to this committee and to the Chief Officers Group.

IC suggested putting this topic onto the next IJB agenda and plans to discuss in more depth with Council Chief Executive.

10. AOCB

Nothing to note

11. DATE OF NEXT MEETING

The next meeting will be held on Thursday 10th December 2020 at 2:00pm – via TEAMS

DRAFT