Todays Date = 29/05/2023

Meeting Date	ID Number	Who Added	ACTION	Agenda Item	Status	Who is Actioning	B/F Date
11.03.2021	1	AM	**UPDATE TERMS OF REFERENCE – MEMBERSHIP** AW to share the Scheme of Delegation with Members for review. AW to amend the Frontis to show those Members whose attendance is required. AW to send LB links to documentation pertaining to this Committee	10	Complete	AW	
09.09.2021	2	AM	**Risk Management Quarterly Progress Report** LB queried whether the risk templates used at IJB A&R could be used for other IJB Committees, KK highlighted this would be helpful and will look into this offline.	6	Ongoing	KK	
09.09.2021	3	AM	**Internal Audit Update** MC requested that JWa and KK meet to map through Audit Committee processes across the partnership.	7	Ongoing	KK / Jwa	
09.09.2021	4	AM	**IJB Corporate Risk Register** Members agreed for an update paper on Risk Management to be presented to the IJB in November 2021. The report will also be shared to IJB A&R members virtually.	9	Ongoing	KK / AW	

23.02.2023	5	KM	**Terms of Reference IJB Audit, Risk and Governance Committee** GB noted that section 2.3 states the Committee will "recommend approval of the Risk Management Strategy", but not who will develop this. KK highlighted that this will be developed by relevant Officers who will submit their strategy to the Committee for approval. GB requested that the language around this be strengthened to highlight the scrutiny role this Committee will have.	5	Ongoing	KK	
23.02.2023	6	KM	**Internal Audit Update** JWa noted she is meeting with the Council's Audit Manager within the next few weeks to fully understand the epxectations of what will be achieved within the 2022/23 Audit Plan by the Local Authority, and to begin planning for 2023/24. KD requested that any update provided by the Audit Manager on potential delays within the Local Authority's planning structure be reported back to IJB ARG prior to the next meeting.	8	Ongoing	JWa	
23.02.2023	7	KM	**Internal Audit Update** GB requested that JWa provides opinion at a future meeting of how the other IJB committees are performing within their new remits.	8	Ongoing	JWa	
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Completion Date	Update (To be completed by Actioner)	Evidence/Rationale (To be completed by Actioner)
23.02.2023	***Ongoing -*** *The Scheme of Delegation has been shared with all Members of the IJB, comments are due back by the 30th June to allow for fuller review in line with other strategic documentation.* *An update to the Frontis has been undertaken following confirmation of membership at the IJB on the 27th May 2021.* *LB is now in receipt of relevant documentation.* *Update 08/06/2021 this has been postponed to the September meeting to allow for appropriate scrutiny of Scheme of Delegation.* *Draft Scheme of Delegation coming to 23rd Feb 2023 meeting.*	
	Update 23.02.2023 - *KK highlighted the continued absence of the IJB's Governance Officer who is responsible for Risk Management for the IJB. No progress has been made on this in recent months, but the IJB's Corporate Risk Register will be reviewed at Health and Social Care Leadership Team in the coming weeks.*	
	Update 23.02.2023 - *JWa noted that she is meeting with the Internal Audit team within the Council to progress this within the coming weeks.* *Update 23.02.2023 - JWa noted that she is meeting with the Internal Audit team within the Council to progress this within the coming weeks.* ***Update 25/5/23*** *- JWa has met with the Council Audit Manager to discuss joint audit reporting arrangements. This was previously brought to ARC in March 2022 and is attached to the audit update at the June 2023 meeting.*	
	Outstanding due to work pressures. *Risk register needs further review and discussion at Health and Social Care Governance and Performance Group.* *Need to confirm with Chair and Chief Officer around risk reporting and how this feeds into new governance arrangements.* *Remains outstanding.*	

	Update 25/5/23 *- JWa has met with Council's Interim Audit Manager to discuss plan progress. There have been positive discussions around sharing of information and closer working arrangements. Any delays will have minimal impact to the reporting through to the IJB AR&G Committee.*	
	Update 25/5/23 *- JWa has attended one of each of the new meetings and will provide feedback at a later stage once the new structure is more settled.*	