

MINUTES - PUBLIC

Meeting	Integration Joint Board Audit Committee
Date, Time and Place	Wednesday, 25 October 2017 at 2.00pm Bressay Room, NHS Shetland HQ, Burgh Road, Lerwick
Present [Members]	<u>Voting Members</u> Natasha Cornick Shona Manson Emma Macdonald <u>Non-Voting Members</u> Simon Bokor-Ingram, IJB Chief Officer Karl Williamson, IJB Chief Financial Officer
In attendance [Observers/Advisers]	Christine Ferguson, Director of Corporate Services, SIC Crawford McIntyre, Chief Internal Auditor for IJB Sheila Duncan, Management Accountant, SIC Jaine Best, Solicitor, SIC Lisa Ward, IJB NHS Substitute Leisel Malcolmson, Committee Officer, SIC <i>[note taker]</i>
Apologies	<u>Voting Members</u> Mark Burgess <u>Non-Voting Members</u> None <u>Observers/Advisers</u> None
Chairperson	Emma Macdonald, Chair of the IJB Audit Committee, presided.

Declarations of Interest	None
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Minutes of previous meetings	The minutes of the meeting held on 21 September 2017 were confirmed, with the following exception: <u>Min Ref. 03/17 and 04/17</u> - After "Chief Financial Officer" remove "- NHS" on both occasions as the Chief Financial Officer is a statutorily required role of the IJB.
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05/17	2016/17 Annual Audit Report
Report No. CC-49-17-F	The IJB Audit Committee considered a report by the Director - Community Health & Social Care, which presented work undertaken for 2016/17 by Internal Audit. The report focussed on the Strategic Commissioning Plan, Financial Recovery Plan and the Integrated Care Fund. The Director - Community Health & Social Care, introduced

the report and thanked the Chief Internal Auditor for the clear but stark message in his Chief Internal Auditor report attached.

Comment was made in regard to the timing of reporting and how long it had taken for this report to be presented to the IJB Audit Committee. Concern was expressed that the IJB Audit Committee could not be effective in the audit process as a result of delayed reporting. Members were advised that once the Chief Internal Auditor has written his report time is given to the IJB Chief Officer to respond by completing the action plan. It was noted however that the Chief Internal Auditor had reported on the terms of the report in his annual report at the IJB Audit Committee meeting in June 2017, but unfortunately it had not been possible to report the full report to the IJB Audit committee until now.

The Chief Internal Auditor said that the IJB has a financial recovery plan going forward and as Members of the IJB and the IJB Audit Committee they had to ensure that the Plan is SMART and be robust in challenging the recovery plan and any reports prepared in relation to that plan. In terms of reporting he said that the Audit Report is prepared as quickly after April as is possible but it cannot be reported further until the action plan is agreed.

In responding to questions regarding the recovery plan and whether the Chief Officer had confidence in it, he said that there are underlying issues with regard to the NHS and the state of the finances in the Health Board that are being looked at but he said that he was confident in terms of the progress made acknowledging the issue of the underlying deficit. The Chief Officer said that non-recurring savings had been used to balance the books and there was more to be done on the pace and appetite for change taking account of risk and the need to continually redesign services.

In response to a comment the Chief Internal Auditor for IJB said it would be appropriate for Ms Cornick to speak to the NHS Internal auditors, as Chair of the Audit Committee for the NHS.

The Chief Financial Officer commented on the recovery plan and the intention from the Chief Internal Auditor to continue to monitor progress and said that there would be more focus given to looking at the recovery plan and the joint strategic commissioning plan refresh as a whole.

During further discussion concern was expressed that savings were being sought at the beginning of the financial year but were only being realised later for part of the year. The Chief Financial Officer agreed that work should be

	<p>done earlier to ensure that this does not happen again and also that it is important to look towards a 5-year savings plan and monitor progress. He said however that this could be difficult as there is only a one-year funding allocation from the Scottish Government which is not ideal for forward planning.</p> <p>The Committee unanimously approved the recommendations contained in the report.</p>
Decision	<p>The IJB Audit Committee NOTED the contents of the Internal Audit Report and AGREED the IJB Action Plan responses as set out in the report.</p>

The meeting concluded at 2.20pm

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CHAIR