

MINUTES - PUBLIC

Meeting	Integration Joint Board Audit Committee
Date, Time and Place	Wednesday, 27 February 2018 at 2.30pm Bressay Room, NHS Shetland HQ, Burgh Road, Lerwick
Present [Members]	<p><u>Voting Members</u> Natasha Cornick Shona Manson Emma Macdonald</p> <p><u>Non-Voting Members</u> Simon Bokor-Ingram, IJB Chief Officer Karl Williamson, IJB Chief Financial Officer</p>
In attendance [Observers/Advisers]	Crawford McIntyre, Chief Internal Auditor for IJB Leisel Malcolmson, Committee Officer, SIC <i>[note taker]</i>
Apologies	<p><u>Voting Members</u> Robbie McGregor</p> <p><u>Non-Voting Members</u> None</p> <p><u>Observers/Advisers</u> None</p>
Also	Karlyn Watt, Deloitte (by Teleconference)
Chairperson	Emma Macdonald, Chair of the IJB Audit Committee, presided.

Declarations of Interest	None
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1/18	Annual Audit Plan 2017/18
Report No. F-015-F	<p>The IJB Audit Committee considered a report by the IJB Chief Financial Officer, which presented the planned audit work by the IJB's external auditors, Deloitte LLP, for the 2017/18 financial year; the second year of a five-year appointment.</p> <p>The Chief Financial Officer introduced the report and Ms Watt from Deloitte reported on the key areas in the Audit Plan and on areas where updates on progress would be made in a report in September 2018. Ms Watt explained that Audit Scotland had set specific requirements for Deloitte to look at across the NHS and IJBs and pages 22 and 24 of the Appendix provided a high level summary of that wider scope</p>

	<p>requirements.</p> <p>The Chief Officer advised of a national piece of work that Audit Scotland were looking for involvement from four partnerships across Scotland and that Shetland was likely to be one of that four. It was noted that the NHS Audit Committee had also been asked to take part in that national work.</p> <p>The question was raised as to whether there was a need to present the Annual Audit Plan to the IJB to keep Members informed. Following discussion it was agreed that a briefing to IJB Members be provided including a copy or link to the full report.</p> <p>Reference was made to the training/development of Audit Committee Members of both the NHS and the Council. Officers were asked if there was a means for Members of the IJB Audit Committee, who do not sit on either organisation's Audit Committee, to be trained. Ms Watt and the Chief Internal Auditor advised of training and written information that could be developed with involvement from the Chief Officer and the Executive Manager – Governance and Law for the benefit of IJB Audit Members.</p> <p>The Committee acknowledged the increase in the audit fee that had been implemented across all IJBs. The Chief Financial Officer said that this increase had been queried and he would provide an update when further information is received.</p> <p>In responding to a question in regard to the change in Data Protection regulations the Chief Officer advised that both the Council and the NHS were working towards compliance with the new General Data Protection Regulations and consideration would be given to what may be required of the IJB information through that process.</p> <p>During discussion, the Chief Financial Officer commented that the delay in progressing the refresh of the Joint Strategic Commissioning Plan and that an update would follow after the scenario planning process. He advised of the intention to present the update at the June meeting of the IJB.</p> <p>The Chair thanked Ms Watt for attending the meeting.</p> <p>Decision: The Committee NOTED the contents of the Audit Plan 2017/18 for Shetland Islands Integration Joint Board (Appendix 1) from its external auditors, Deloitte LLP.</p>
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Report No. CC-05-18 F	<p>The IJB Audit Committee considered a report by the IJB Chief Officer, which informed the IJB Audit Committee of the planned business to be presented over the financial year to 31 March 2019, and discuss with Officers any changes or additions required to that programme.</p> <p>The IJB Chief Officer introduced the report.</p> <p>During the discussion the Chief Financial Officer referred to page 11 of the Annual Audit Plan, presented at item 1 on the agenda, and advised that both the Chair of the IJB and the NHS Director of Finance had requested that the “NHS in Scotland” document and the “Local Government in Scotland: Financial Overview 2017” report be presented to the IJB Audit Committee for consideration. The Committee acknowledged that the only purpose for presenting these documents would be to make Members aware of their existence. It was therefore agreed, as an alternative, that the links to these two documents should be included within the briefing to IJB Members allowing them to appraise themselves of the documents.</p> <p>Decision: That the IJB Audit Committee RESOLVED to consider and approved its business planned for the financial year to 31 March 2019.</p>
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3/18	Date of Next & Future meetings:
	<p>Wednesday 20 June 2018 at 2pm Friday 21 September 2018 10am Thursday 8 November 2018 2pm Thursday 28 February 2019 at 10am</p> <p>The venue for all meetings is the Bressay Room, NHS HQ, Burgh Road, Lerwick.</p>

The meeting concluded at 3.05pm

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CHAIR