

**MINUTES – PUBLIC**

<b>Meeting</b>	Integration Joint Board Audit Committee
<b>Date, Time and Place</b>	Thursday 16 July 2020 at 2pm Remote meeting
<b>Present [Members]</b>	<p><u>Voting Members</u> Jane Haswell Robbie McGregor</p> <p><u>Non-Voting Members</u> Brian Chittick, Interim Chief Officer Jo Robinson, Interim Depute Chief Officer Karl Williamson, IJB Chief Financial Officer</p>
<b>In attendance [Observers/Advisers]</b>	<p>Michael Dickson, Chief Executive, NHS Board Jamie Manson, Executive Manager – Finance, SIC Jan Riise, Executive Manager – Governance and Law, SIC Anne Cogle, Team Leader – Administration, SIC Charlotte Jones, Solicitor, SIC Carol Anderson, Senior Communications Officer, SIC Leisel Malcolmson, Committee Officer, SIC <i>[note taker]</i></p>
<b>Apologies</b>	<p><u>Voting Members</u> Shona Manson Stephen Leask</p>
<b>Also in attendance</b>	None
<b>Chairperson</b>	<p>Robbie McGregor, Vice-Chair of the IJB Audit Committee, presided.</p> <p>Mr McGregor, moved that the IJB Audit Committee agree to suspend standing order 5.8.1 relating to the circumstances under which the IJB Audit Committee can resolve to exclude members of the public. Whilst the public are excluded from this meeting, consent has been given for members of the local media to be present via remote link. This maintains a level of public accountability and scrutiny to our proceedings. The formal decisions of the IJB, as is usual practice, will be available to the public after the meeting.” Ms Haswell seconded.</p>
<b>Declarations of Interest</b>	None
<b>Minutes of Previous Meetings</b>	The minutes of the meeting, held on 6 February 2020, was confirmed on the motion of Ms Haswell, seconded by McGregor.
<b>07/20</b>	<b>Unaudited Accounts 2019/20</b>
<b>F-030</b>	The IJB Audit Committee considered a report by the IJB Chief

Financial Officer that presented the 2019/20 Unaudited Annual Accounts for the Shetland Integration Joint Board and sought approval of the Annual Governance Statement 2019/20 that forms part of the accounts (Appendix 1).

The IJB Chief Financial Officer introduced the main terms of the report and commented on the management commentary, financial performance table, additional contributions received and the underspend by the SIC arm of the budget resulting in an overall surplus of £73k. He advised that from next year the budget would be fully funded therefore there would hopefully be less need for a top up from the NHS at the end of the 2020/21 financial year.. The IJB Chief Financial Officer highlighted the draw on reserves fund and the earmarked projects, and advised that the addition of the surplus of £73k provided a new reserve balance of £978k. The Chief Financial Officer informed the IJB that if approved the Annual Governance Statement would be signed by the Chair of the IJB and Interim Chief Officer.

During questions, the Chief Financial Officer explained that the IJB had already agreed, during the budget setting process, how the additionality funding would be used. He said that it included self-directed support and the intermediate care team as well as other services identified by the IJB, he advised that a full breakdown could be found in the recent 2020/21 IJB Budget report to the IJB.

In responding to a question in regards to the use of agency staff and whether there were innovative ways of attracting people into a range of vacancies, the Chief Financial Officer advised that the GP Joy project was one such model that had proved successful across the Highlands and Islands. He informed the IJB that he had been involved in a recent recruitment process where there were high numbers of applicants that in the past was not the case. He said that this was a changing position in Shetland.

The Interim Chief Officer added that for recruitment Shetland had now linked in with acute care and obstetrics on a national basis which allows an individual to work for 17 weeks in Shetland and being linked in with another tertiary centre means that there would be a commitment of 32 weeks each year for someone to work in Shetland. The Interim Chief Officer said that a recent recruitment process had attracted 22 applications with 11 candidates being interviewed. The Interim Chief Officer added that the same model was being considered for general medicine in smaller services as well as for areas with high costs such as mental health. In terms of mental health he advised that COVID-19 directed the service into providing out of hours cover which had proved successful and staff were reflecting on the results from that to build on going forward.

The Interim Chief Officer advised that there were projects being undertaken before COVID-19 to decrease locum spend and it was hoped that after COVID-19 these changes would be

	<p>sustained and rolled out further. The Interim Chief Officer advised that as the country comes out of lockdown the job market may see more success in terms of recruitment and reported that there had been a good uptake for the secondment to his own role as Director of Dental Services.</p> <p>In referring to integrated health services and transparency around equality, in regard to Finance, taking a human rights based approach, Officers were asked if the IJB's budget decisions were equally supportive across the community. The Interim Depute Chief Officer advised that one area where equality could be seen is through the budget setting process and the increasing demographic reached. She said human rights and health and social needs are taken into that process but she agreed that more could be done to demonstrate that is being done.</p> <p>In response to a further question the Chief Financial Officer confirmed that recovery plans will be presented to the September 2020 meeting.</p> <p>Ms Haswell moved that the IJB approve the recommendations contained in the report, Mr McGregor seconded.</p>
<p><b>Decision</b></p>	<p>The IJB Audit Committee:</p> <ul style="list-style-type: none"> <li>• CONSIDERED the 2019/20 Unaudited Annual Accounts for the Shetland Integration Joint Board (Appendix 1) and;</li> <li>• CONSIDERED the information at section 4.0 that highlights the key issues from the 2019/20 accounts</li> <li>• APPROVED the Annual Governance Statement 2019/20 that forms part of the accounts (Appendix 1)</li> </ul>

The meeting concluded at 2.30pm.

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CHAIR