



PERTH AND KINROSS INTEGRATION JOINT BOARD

26 JUNE 2019

AUDIT AND PERFORMANCE COMMITTEE - ANNUAL REPORT 2018/19

Report by Chair of Audit & Performance Committee (Report No. G/19/112)

PURPOSE OF REPORT

This report is the first Annual Report of the Perth & Kinross Integration Joint Board's (IJB) Audit and Performance Committee and summarises the work of the Committee during the year 2018/19.

1. RECOMMENDATION(S)

It is recommended that the Integration Joint Board:-

- notes the contents of this Annual Report for the year 2018/19; and
- acknowledges the input provided to the Audit and Performance Committee from its members and those supporting the Committee; and
- instructs the Chair of the Audit & Performance Committee to provide a further Annual Report for 2019/20 in June 2020.

2. BACKGROUND

The Integrated Resources Advisory Group (IRAG), established by the Scottish Government to develop professional guidance, outlines the responsibility of the Integration Joint Board (IJB) to put in place good governance arrangements, including proportionate audit arrangements and annual financial statements which are compliant with good practice standards.

In order to comply with these regulations, a report (G/16/160) seeking approval for the creation of an Audit and Performance Committee was submitted to the IJB meeting held on 1 July 2016.

Following this approval the Audit and Performance Committee first met on 28 October 2016 and has met regularly since then. An update on the business of the Committee is regularly shared with the main IJB meeting.

The Terms of Reference for the Audit and Performance Committee were last reviewed by the IJB at the meeting held on 30 November 2018. These Terms of Reference are included at Appendix 1.

3. REPORTS CONSIDERED BY THE IJB AUDIT AND PERFORMANCE COMMITTEE – JUNE 2018 TO FEBRUARY 2019

The updated Terms of Reference for the IJB's Audit and Performance Committee states that the Committee will meet at least 3 times each financial year. In 2018-19 the Committee met 5 times which included an additional meeting in July to consider the Annual Performance Report. Attendance at these meetings is detailed at Appendix 2.

From June 2018 to February 2019 the Committee considered the following:-

P&K IJB Audit & Performance Committee	19/6/18	18/7/18	20/9/18	30/11/18	19/2/19
FINANCE AND AUDIT					
Unaudited Annual Accounts	✓				
Audited Annual Accounts			✓		
Internal Audit Annual Report and Assurance Statement	✓				
Internal Audit Plan 2018/19			✓		
Internal Audit Progress Report			✓		✓
Audit Recommendations Update	✓		✓		✓
Appointment of Internal Auditors 2018-19	✓				
External Audit Strategy					✓
External Audit Annual Report 2017/18			✓		
Letter of Representation to KPMG			✓		
Financial Position Report			✓		✓
Audit Scotland Report – 'Health And Social Care Update On Progress'					✓
GOVERNANCE					
Transforming Governance Action Plan	✓		✓		✓
Audit & Performance Committee Terms of Reference				✓	✓
Strategic Risk Management	✓		✓	✓	✓
Assurance - Statement on Governance and Internal Control NHST PKC			✓		
Annual Governance Statement	✓				
Audit and Performance Committee Membership Update			✓		
Assurances Received from Partners			✓		
NHST Clinical Care & Professional Governance Annual Report	✓				
PERFORMANCE					
Annual Performance Report		✓			
Performance Update for Older People & Unscheduled Care	✓				✓
Corporate Performance Update					✓
OTHER REPORTS					
Chief Social Work Officer Annual Report					✓
NHST Clinical Care & Professional Governance Annual Report	✓				
HM Inspection of Prisons for Scotland - HMP Perth Inspection – Prison Healthcare Improvement Plan				✓	
MSG for Health & Community Care - Review of Progress with Integration of Health and Social Care - Final Report					✓

4. AUDIT & PERFORMANCE COMMITTEE MEMBERSHIP

The commitment of the members of the Committee who are also members of the IJB is recognised as well as the additional workload and challenges with schedules is acknowledged.

During the financial year 2018-19 the Committee was initially Chaired by Councillor Chris Ahearn until the end of July 2018 when Councillor Callum Purves took over the role of Chair.

The Committee's membership in the June and July 2018 meetings was Councillor Chris Ahearn (Chair), Councillor Eric Drysdale, Bernie Campbell, Jim Foulis and Stephen Hay.

For the Committee meetings in September the membership was Councillor Callum Purves (Chair), Councillor Eric Drysdale, Bernie Campbell, Jim Foulis and Robert Peat.

The November meeting comprised membership of Councillor Callum Purves (Chair), Councillor Eric Drysdale, Nic Beech, Bernie Campbell, Jim Foulis and Robert Peat.

At the February 2019 Committee meeting the membership was Councillor Callum Purves (Chair), Councillor Eric Drysdale, Bernie Campbell, Jim Foulis, Nic Beech and Lorna Birse-Stewart.

The updated Terms of Reference for the Committee state that any member of the IJB can attend the Audit and Performance Committee.

Membership and attendance at meetings is attached at Appendix 2.

5. SKILLS AND KNOWLEDGE

It is noteworthy and recognised that there is a range of skills, knowledge and experience that Audit and Performance Committee members bring to the Committee to fulfil its functions. This enhances the quality of scrutiny and discussion of reports at the meetings. No one committee member would be expected to be expert in all areas. The attendance of wider IJB members at some of the meetings now provides even further scrutiny.

External training has been provided for some of the members during the year and regular development sessions are also held.

6. SUMMARY

It is anticipated that this report will become an annual report back to the IJB on the activity of the Audit and Performance Committee during the year.

This report demonstrates that the work of the committee reflects the remit of the Audit and Performance Committee as well as the reporting, audit and governance duties as reflected in the recently updated Terms of Reference as attached at Appendix 1. The Chair of the Committee and the Chief Financial Officer have, as part of preparing this Annual Report, performed a self-

assessment on the performance of the Committee. This is attached at Appendix 3.

The Committee has now taken on the responsibility for Corporate Performance reporting. There will also be a drive in the coming year to have a greater focus on performance and service delivery.

Author(s)

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APPENDICES

1. Perth & Kinross IJB Audit & Performance Committee Terms of Reference
2. Perth & Kinross IJB Audit & Performance Committee Record of Attendance
3. Self Assessment