



PERTH & KINROSS INTEGRATION JOINT BOARD
AUDIT AND PERFORMANCE COMMITTEE
WORK PLAN 2021/22

This work plan outlines the major items the Audit and Performance Committee has to consider as part of its schedule of work for the year. This should allow the Committee to fulfil its terms of reference. It will continue to be kept under review throughout the year.

Item	Standing Item	Non Standing Item	Responsibility	June 21 st 2021	August 2 nd 2021	September 13 th 2021	December 13 th 2021	March 7 th 2022
Governance & Assurance								
Strategic Risk Management Update	✓		Chief Officer	✓		✓	✓	✓
Partnership Improvement Plan	✓		Chief Officer	✓		✓	✓	✓
Audit Recommendations Update	✓		HOFCS	✓		✓	✓	✓
Internal Audit Annual Report and Assurance Statement		✓	Chief Internal Auditor	✓				
Appointment of Internal Auditors 2022/23		✓	HOFCS					✓
Internal Audit Reports 2020/21:								
• Corporate Support PKIJB 20-02		✓	Chief Internal Auditor				✓	
Internal Audit Reports 2021/22:								
• Leadership Capacity PKIJB 21-01		✓	Chief Internal Auditor					✓
• Primary Care Improvement PKIJB 21-02		✓	Chief Internal Auditor					✓
Internal Audit Plan 2022/23		✓	Chief Internal Auditor					
Internal Audit Plan Progress Report	✓		Chief Internal Auditor	✓		✓	✓	✓
External Audit Strategy		✓	External Auditor					✓
External Audit – Proposed Audit Fee 2021/22		✓	HOFCS					✓
External Audit Annual Report 2020/21		✓	External Auditor			✓		
Appointment of External Auditors		✓	HOFCS					
Performance								
Locality Update:								
• South Locality		✓	Heads of Service					✓
• Perth City Locality		✓	Heads of Service				✓	
• North Locality		✓	Heads of Service					✓

Item	Standing Item	Non Standing Item	Responsibility	June 21 st 2021	August 2 nd 2021	September 13 th 2021	December 13 th 2021	March 7 th 2022
Financial Position	✓		HOFCS	✓		✓	✓	✓
HSCP Key Strategic Performance Indicator Quarterly Report	✓		Chief Officer	✓		✓	✓	✓
Annual Performance Report		✓	Chief Officer		✓			

Annual Accounts

Annual Governance Statement		✓	HOFCS	✓				
Unaudited Annual Accounts 2020/21		✓	HOFCS	✓				
Audited Annual Accounts 2020/21		✓	HOFCS			✓		
Letter of Representation to External Audit		✓	HOFCS			✓		
Assurances Received from Partners		✓	HOFCS			✓		

Clinical and Care Governance

NHS Tayside Care Governance Committee Minutes	✓		For noting				✓	✓
NHS Tayside Care Governance Committee Annual Report			For noting			✓		
Perth & Kinross HSCP Clinical and Care Governance Update Report	✓		For noting				✓	✓
Clinical Care Governance Risk Escalation Report	✓		Chief Officer					✓

For Information

Audit & Performance Committee Record of Attendance	✓		For information	✓	✓	✓	✓	✓
Audit & Performance Committee Work Plan	✓		For information	✓	✓	✓	✓	✓