

## **Integration Joint Board Audit Committee – Agenda Schedule 202/23**

### ***Purpose of the IJB Audit Committee:***

The IJBAC will assist the IJB to properly manage its financial and governance affairs and will assist in the delivery of those functions.

The IJBAC have a key role with regards to:

- Ensuring sound governance arrangements are in place for the IJB; and
- Ensuring the efficient and effective performance of the Western Isles' Health and Social Care partnership in order to deliver the outcomes set out in the Integration Scheme.

Remit of the IJBAC is to review the overall internal control arrangements of the IJB and make recommendations to the IJB regarding any matters within its ToR

Specific areas of responsibility:

### ***Performance Monitoring and Best Value***

1. To ensure that the Chief Officer establishes and implements satisfactory arrangements for reviewing and appraising service performance against agreed objectives , levels and standards of service;
2. To consider reports on performance and to review progress against the national outcomes and the outcomes in the Strategic Plan;
3. To review Best Value and performance initiatives; and
4. To review its own effectiveness in supporting the IJB's finance and governance responsibilities.

### ***Audit***

1. To review and recommend the annual internal audit plan to the IJB;
2. To oversee the review progress on actions taken on audit recommendations and report to the IJB on these as appropriate;
3. To consider monitoring reports on the activity of internal audit
4. To consider external audit plans and reports as appropriate on any matters arising from these and management actions identified in response
5. To review risk management and insurance arrangements and receive regular risk management updates and reports
6. To ensure compliance with IJB governance arrangements and strategies e.g. Risk Management Strategy, Participation and Engagement Strategy.
7. To be responsible for setting its own work programme including reviews in order to properly advise the IJB on matters covered by the IJB Audit Committee

	August '22 (10.08.22)	November '22 (09.11.22)	February '23 (08.02.23)	March '23 (15.03.23)	June '23 (14.06.23)	September '23 (14.09.23)	November '23 (15.11.23)
Minutes / Membership	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> <li>Appointment of Chair &amp; Vice-Chair ~ confirmation from IJB August discussion</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>	<ul style="list-style-type: none"> <li>Minutes</li> <li>Action points</li> </ul>
Financial Performance	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> <li>IJB Annual Accounts 21/22 approval</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> <li>IJB draft budget plan 23/24 ~ for review</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> <li>IJB budget plan 23/24 ~ for review</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> <li>Draft IJB Annual Accounts 22/23 ~ for review</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Performance Report</li> </ul>
Internal Audit Reports	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Audit Tracker – historical recommendations</li> </ul>
External Audit Reports							
Policy & Strategy review							
Service Development / redesign	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>	<ul style="list-style-type: none"> <li>BVCC update</li> <li>Goathill update</li> </ul>
Operational issues	<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>		<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>IJB Direction Monitoring</li> </ul>
Performance	<ul style="list-style-type: none"> <li>Risk Register</li> <li>¼ Performance Report</li> </ul>	<ul style="list-style-type: none"> <li>Risk Register</li> <li>¼ Performance Report</li> </ul>		<ul style="list-style-type: none"> <li>Risk Register</li> <li>¼ Performance Report</li> </ul>		<ul style="list-style-type: none"> <li>Risk Register</li> <li>¼ Performance Report</li> </ul>	
In-house Review  Regulation update / review of documents	<ul style="list-style-type: none"> <li>Scottish Commissioner FOI report (Apr-Jun)</li> </ul>	<ul style="list-style-type: none"> <li>Scottish Commissioner FOI report (Jul-Sept)</li> </ul>	<ul style="list-style-type: none"> <li>Scottish Commissioner FOI report (Oct-Dec)</li> </ul>		<ul style="list-style-type: none"> <li>Scottish Commissioner FOI report (Jan-Mar)</li> </ul>	<ul style="list-style-type: none"> <li>Scottish Commissioner FOI report (Apr-Jun)</li> </ul>	