



**Midlothian
Health & Social Care
Partnership**

Midlothian Integration Joint Board Audit and Risk Committee

Date	Time	Venue
Thursday 6 th June 2018	2.00pm	Committee Room, Midlothian House, Buccleuch Street, Dalkeith EH22 1DN.

Present:

Cllr Jim Muirhead (Chair)	Angus McCann
Jane Cuthbert (Independent Member)	

Present (non-voting):

Allister Short (Chief Officer)	Claire Flanagan (Chief Finance Officer)
Jill Stacey (Chief Internal Auditor)	

In attendance:

Chris Lawson (Risk Manager, Midlothian Council)	Mike Broadway (Clerk)

Apologies:

Cllr Pauline Winchester	Alex Joyce
Stephen Reid (EY, External Auditors)	Sarah Croft (EY, External Auditors)

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1. Welcome and Introductions

The Chair, Jim Muirhead, welcomed everyone to this Meeting of the Midlothian Integration Joint Board Audit and Risk Committee.

2. Order of Business

The order of business was confirmed as outlined in the agenda that had been previously circulated.

3. Declarations of interests

No declarations of interest were intimated.

4. Note of Meeting

The Minutes of Meeting of the Midlothian Integration Joint Board Audit and Risk Committee held on 7th March 2019 was submitted and approved.

With regards to paragraph 5.3 of the minutes, the Chief Internal Auditor updated the Committee on discussions with NHS Lothian regarding the support they provided for the Internal Audit function for the IJBs, advising that a further meeting with representatives from all four of the Lothian IJBs was planned for July.

With regards to paragraph 5.2 of the minutes, the Chief Officer advised that plans for the extended Audit & Risk Committee were still in the process of being finalised.

5. Reports

Report No.	Report Title	Presented by:
5.1	Risk Register – Report by Risk Manager	Chris Lawson

Executive Summary of Report

The purpose of this report was to provide the Audit & Risk Committee with an update on the MIJB Risk Register and the actions being taken to identify and manage risk in order to ensure the successful delivery of the MIJB's key objectives, as detailed in the Strategic Plan. The report also provided the Committee with an overview of the MIJB's operating context taking account of current issues, future risks and opportunities.

Summary of discussion

Having heard from Risk Manager, Chris Lawson, who responded to Members' questions, the Committee took the opportunity to review, and comment on the contents of the current Risk Register. It was felt that it would be useful going forward to separate out the more general commentary from the actual risk control measures.

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With regard the most significant issues and risks on the MIJB strategic risk profile that were specifically highlighted in the report, the Chief Officer provided an update on the actions being taken and the progress that had been made in addressing them to date, including actions relating to 'Interagency Information Exchange' which had been raised at the previous meeting (paragraph 5.5 refers).

Decision

The Audit and Risk Committee, after further discussion:-

- **noted the current Risk Register;**
- **noted the updates provided on the risk control measures and the progress being made to address all risks; and**
- **confirmed that, otherwise, the risks contained in the Risk Register reflected the current risks/opportunities facing the MIJB.**

Action

Risk Manager

Report No.	Report Title	Presented by:
5.2	Midlothian Health and Social Care Integration Joint Board Internal Audit Annual Assurance Report 2018/19 – Report by MIJB Chief Internal Auditor	Jill Stacey

Executive Summary of Report

The purpose of the report was to present to the Midlothian IJB Audit and Risk Committee the Internal Audit Annual Assurance Report for the year to 31 March 2019 for the Midlothian Integration Joint Board (MIJB) which included the Chief Internal Auditor's independent assurance opinion on the adequacy of MIJB's overall control environment.

The report explained that the Public Sector Internal Audit Standards (PSIAS) required the MIJB's Chief Internal Auditor to prepare an annual report that incorporates the annual opinion on the adequacy and effectiveness of Midlothian Integration Joint Board's framework of governance, risk management and control, a summary of the work that supports the opinion, and a statement on conformance with the PSIAS.

Summary of discussion

The Chief Internal Auditor in presenting the report confirmed that based on their reviews, risk assessments and knowledge, the MIJB's governance arrangements, risk management and systems of internal control were adequate. Some recommendations were made which had been agreed with the Chief Officer and Chief Finance Officer, and it was confirmed that the work and opinion of Internal Audit had been taken into account when completing the MIJB's Annual Governance Statement 2018/19 prior to its inclusion within the unaudited accounts.

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The Committee in discussing the report acknowledged the good progress that continued to be made and the challenges presented in maintaining the process of continued improvement and also some of the wider challenges that lay ahead.

Decision

After further discussion, and having regards to the assurances contained therein, the Audit and Risk Committee agreed to approve the Midlothian Integration Joint Board Internal Audit Annual Assurance Report 2018/19.

Action

Chief Internal Auditor

Report No.	Report Title	Presented by:
5.3	Midlothian Health and Social Care Integration Joint Board Local Code of Corporate Governance - Report by Chief Officer	Jill Stacey

Executive Summary of Report

With reference to paragraph 4.8 of the minutes of the MIJB of 11 February 2016, there was submitted a report proposing approval of a revised Local Code of Corporate Governance of the Midlothian Health and Social Care Integration Joint Board (MIJB).

The report explained that the MIJB's Code of Corporate Governance, summarised the key policies and procedures that were in place, providing the framework for the governance arrangements for delivering health and social care integration in Midlothian, ensuring that the MIJB operated to a high standard consistent with national guidance.

Summary of discussion

The Chief Internal Auditor presented the report and explained the significant work that had been carried out by Internal Audit to revise the format and content of the MIJB Local Code of Corporate Governance to comply with the CIPFA/SOLACE Good Governance Framework (2016) to ensure it continues to be a value-added tool for members and officers of the MIJB in the conduct of its affairs against the seven core principles of good governance. The Committee, following questions to the Chief Internal Auditor, welcomed the revised Code of Corporate Governance, and noted that its update had addressed a previous year's Internal Audit recommendation for compliance and improvement.

Decision

The Audit and Risk Committee, after further discussion:-

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- Noted the revised Local Code of Corporate Governance of the Midlothian Health and Social Care Integration Joint Board as appended to the report;
- Agreed to recommend to the MIJB approval of the revised Local Code of Corporate Governance of the Midlothian Health and Social Care Integration Joint Board; and
- Agreed to the annual review of the MIJB's governance arrangements and reporting of the outcome of that review in an Annual Governance Statement within the statutory accounts scrutinised by the MIJB Audit and Risk Committee in advance of MIJB approval.

Action

Chief Internal Auditor

Report No.	Report Title	Presented by:
5.4	Midlothian Integration Joint Board Unaudited Annual Accounts 2018/19 – Report by Chief Finance Officer	Claire Flanagan

Executive Summary of Reports

The purpose of the report was to present to the Midlothian IJB Audit and Risk Committee the unaudited Annual Accounts of the MIJB for the year ending 31 March 2018 for consideration and approval.

The report explained that MIJB was required to prepare a set of annual accounts for the financial year 2018/19. A draft of these accounts must be agreed by the MIJB before 30 June whereupon the draft must be published on the MIJB's website and presented to the MIJB's auditors for review.

Summary of discussion

The Committee, heard from the Chief Finance Officer, who explained that the unaudited Annual Accounts, required to be considered in conjunction with earlier item of business regarding the Midlothian Health and Social Care Integration Joint Board Internal Audit Annual Assurance Report 2018/19.

In response to Members' comments, the Chief Finance Officer acknowledged that some further editorial work was still required, however in order to meet the required timescales it had been important for the unaudited Annual Accounts to be brought forward for consideration.

With regards the list of Board Members it was felt that a note should be added regarding proxy members, where appointed, and instances of their attendance at Board meetings recorded.

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The Chair then went on to draw to the Committee's attention that two of the Council's proxy members had recently been sanctioned by the Standards Commission for breaches of the Councillors' Code of Conduct in regards to a planning matter. An unfortunate consequence of this was that in terms of section 8 of the of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014, any member who had been subject to a sanction other than censure by the Standards Commission was automatically disqualified from sitting on the Integration Joint Board.

Decision

After further discussion, and having regards to the Midlothian Health and Social Care Integration Joint Board Internal Audit Annual Assurance Report 2018/19, the Audit and Risk Committee agreed to recommend to the MIJB approval of the unaudited draft Annual Accounts for 2018/19 for publication and submission to the MIJB's external auditors for audit.

The Committee also noted the position in relation to the Council's proxy members.

Action

Chief Finance Officer

6. Private Reports

No private reports were submitted to this meeting.

7. Date of next meeting

The next meeting of the Midlothian Integration Joint Board Audit and Risk Committee will be held on Thursday 5th September 2019 at 2.00pm.

The meeting terminated at 3.11 pm.