



MINUTE OF MEETING OF THE INTEGRATION JOINT BOARD

AUDIT, PERFORMANCE AND RISK COMMITTEE

Thursday, 27 September 2018

Inkwell Main, Elgin Youth Café, Francis Place, Elgin, IV30 1LQ

PRESENT

Ms Tracey Abdy, Ms Elidh Brown, Councillor Tim Eagle, Ms Pam Gowans, Councillor Louise Laing, Mr Steven Lindsay, Mr Atholl Scott, Mrs Susan Webb

APOLOGIES

Dame Anne Begg

IN ATTENDANCE

Mr Dafydd Lewis, Senior Auditor and Mrs Caroline Howie as clerk to the Committee, both Moray Council.

1 Chair

Mrs Webb took the position of Chair in the absence of Dame Anne Begg.

2 Declaration of Member's Interests

There were no declarations of Members' interests in respect of any item on the agenda.

3 Minute of Meeting dated 26 July 2018

The Minute of the meeting dated 26 July 2018 was submitted and approved.

4 Action Log of Meeting dated 26 July 2018

The Action Log of the meeting dated 26 July 2018 was discussed and it was noted

that all items had been completed.

5 Strategic Risk Register - September 2018

A report by the Chief Officer (CO) provided an overview of the current strategic risks, along with a summary of actions in place to mitigate those risks, updated as at September 2018.

It was advised that NHS and Moray Council use 2 different systems to record information and investigations are ongoing looking into how information can be combined.

Discussion took place on the risks involved in relation to the CO taking on an executive leadership role covering Dr Gray's Hospital. The CO advised she would present a report in November that would provide answers to queries raised.

There was further discussion on the nature of the actions and how they are being addressed and a request was made for a report to be presented in November outlining plans to refine actions and thereafter a further report being presented in March 2019 advising progress.

Thereafter the Committee agreed to:

- i. note the updated Strategic Risk Register;
- ii. task the CO with presenting a report in November in relation to her executive leadership role at Dr Gray's Hospital; and
- iii. task the Corporate Manager with presenting a report in November on plans to address actions, with a further report in March 2019 advising progress.

6 Quarter 1 (April - June 2018) Performance Report

A report by the Chief Officer provided an update on the performance of the Moray Integration Joint Board as at Quarter 1 (April - June) 2018/19.

Lengthy discussion took place on the indicators detailed in appendix 1 of the report and how performance is visualised and a further report was requested for the next meeting in December. More detail was requested on actions to address the five indicators showing as red in the appendix.

Thereafter the Committee agreed to:

- i. note the performance of local indicators, linked to strategic priorities for quarter 1 (April - June 2018) in appendix 1 of the report and the detailed analysis

contained within appendix 2 of the report;

- ii. approve the proposal for a future report outlining the issues pertinent to Moray around unscheduled care; and
- iii. seek a further report to the meeting in December with more detail on the five indicators showing as red in appendix 1 of the report.

7 NHS Grampian Internal Audit Report - Integration Joint Board Performance Reporting and Key Performance Indicators

A report by the Chief Financial Officer presented a summary of findings from a recent NHS Grampian internal audit review carried out by PricewaterhouseCooper. The audit assessed the performance reporting and Key Performance Indicator processes of the three Integration Joint Boards within the Grampian Health Board area.

Discussion took place on the process for bringing the report to Committee and how actions required are recorded and by exception reported back to Committee. The Chief Financial Officer agreed to consider a process for providing this assurance to the Committee.

Under the Management comment on page 3 of appendix 1 of the report it was advised that where it refers to comment by the councils this should refer to comment by the Integration Joint Boards.

The Chair undertook to write to the NHS Grampian Committee to highlight disappointment that this was noted incorrectly.

Thereafter the Committee agreed to:

- i. note the findings from the audit, attached as appendix 1 to the report;
- ii. note the management responses to the audit recommendations and timescales outlined in appendix 1 of the report;
- iii. task the Chief Financial Officer with developing an assurance process for the Committee on monitoring and exception reporting actions arising from audits; and
- iv. task the Chair with writing to the NHS Grampian Committee to highlight disappointment that the Management comment was listed as being from the council and not the Integration Joint Board.

8 Internal Audit Plan

Under reference to paragraph 5 of the Minute of the meeting of the Audit and Scrutiny Committee of Moray Council dated 23 May 2018 a report by the Chief Internal Auditor provided information on the proposed internal audit coverage for completion in the current 2018/19 financial year.

Following consideration the Committee agreed to the proposed audit coverage.

9 Internal Audit Update

Under reference to paragraph 9 of the draft Minute of the meeting of this Committee dated 26 July 2018 a report by the Chief Internal Auditor provided an update on audit work concluded since the last meeting of the Committee.

Discussion took place on what is done in respect of following up actions to ensure they have been completed. It was advised actions were followed up by the senior management team and that no formal reporting to Committee was undertaken as reporting was by exception.

Following further discussion it was agreed a further report, to the next meeting, would allow Committee to understand what needed addressed and what processes were in place to ensure actions had been undertaken.

Thereafter the Committee agreed to:

- i. note the contents of the update report together with the completed audit reviews; and
- ii. seek a further report, to the next meeting.