



Minutes of a meeting of the **Scottish Borders Health and Social Care Integration Joint Board Audit Committee** held on Monday 9 December 2019 at 2.00pm in the Board Room, Rushbank, Newstead.

**Present:** Cllr T. Weatherston (Chair) Cllr J. Greenwell  
Mr M Dickson

**In Attendance:** Mrs J Stacey (Chief Internal Auditor) Mr M Porteous (Chief Finance Officer)  
Mr R McCulloch-Graham (Chief Officer) Miss L Ramage (Business Lead)

### 1. **Announcements & Apologies**

Apologies had been received from Mrs Karen Hamilton, Mr Asif Haseeb and Ms Sue Holmes.

### 2. **Declarations of Interest**

The Chair sought any verbal declarations of interest pertaining to items on the agenda.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** noted there were none.

### 3. **Minutes of Previous Meeting**

The minutes of the previous meeting held on 12 August 2019 were approved.

### 4. **Matters Arising**

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** updated and noted the action tracker.

Mrs Jill Stacey advised that Mr Anson Clark had stood down as the Independent Member of the Health & Social Care Integration Joint Board (IJB) Audit Committee, citing problems relating to reclaiming expenses.

Members were advised of the intended route of appointing a new Independent Member and the Chair would present a recommendation to a formal IJB in 2020 to seek approval on progressing the appointment.

### 5. **Mid-Year Progress Update on Internal Audit Work**

Mrs Jill Stacey provided an overview of the report, highlighting key areas of progress on the delivery of the IJB Internal Audit Annual Plan 2019/20 and the assurance on key deliverables of the partner organisations. Audit Scotland would be approached for their external comment on progress.

Members were advised that the focus of the remainder of the year was on transformational change and workforce development.

Mrs Jill Stacey advised that a full Annual Assurance report would be presented to the June 2020 IJB Audit Committee, along with the statutory feedback from Audit Scotland.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** considered whether it is satisfied with the progress made in the first six months of the year to deliver the approved Scottish Borders Health and Social Care Integration Joint Board Internal Audit Annual Plan 2019/20 (Appendix 1).

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** considered the list of Internal Audit reports by partners' Internal Auditors presented to their respective Audit Committees that are relevant to SBIJB for assurance purposes (Appendix 2), considered the assurances contained therein, and provided any commentary thereon.

## **6. Progress on Implementation by Management of Internal Audit Recommendations**

Mrs Jill Stacey provided an overview of the report, verbally highlighting the updates on recommendations made as part of the Internal Audit Annual Assurance Report 2018/19.

Members noted the good indication of progress made and were confident in the actions in place to fulfil recommendations.

Mr Rob McCulloch-Graham advised that, in terms of the sought permanency of the IJB Chief Financial Officer role, the hope would be to advertise in early 2020 and recruit permanently into post by the end of March 2020.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** acknowledged the progress made by Management in implementing Internal Audit recommendations to improve internal controls and governance, and mitigate risks.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** considered whether it is satisfied with the progress or whether any further action is required.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** noted that Internal Audit will continue to monitor for completion the outstanding recommendations and will provide update reports to this Committee.

## **7. Auditor General for Scotland - Briefing: Planning for Outcomes**

Mr Rob McCulloch-Graham introduced the report for member's information and advised it may be useful to produce summary versions of these reports in future.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** noted the report.

**8. Audit Scotland report - NHS Workforce Planning**

Mr Rob McCulloch-Graham introduced the report on the assessment of effective planning and developing the primary care workforce, for member's information. Members were advised this was not exclusively related to the new General Medical Services contract for GPs and therefore included all first points of contact for health care services.

Mr Rob McCulloch-Graham advised the next step for the IJB and partnership working was to introduce a locality structure for multi-disciplinary team operations.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** noted the report.

**9. Audit Scotland report - NHS in Scotland 2019**

Mr Rob McCulloch-Graham introduced the report for member's information.

The **SCOTTISH BORDERS HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD AUDIT COMMITTEE** noted the report.

**10. Any Other Business**

Nothing was raised.

**11. Date and Time of Next Meeting**

The Chair advised that the next meeting of the Scottish Borders Health and Social Care Integration Joint Board Audit Committee was due to be held on Monday 9 March 2020, 2.00pm to 4.00pm, Committee Room 4, Scottish Borders Council HQ.

*The formal meeting concluded at 3.10pm.*

Signature: .....  
Chairman