



Minutes of an **Extraordinary** meeting of the **Scottish Borders Health & Social Care Integration Joint Board** held on **Wednesday 30 November 2022** at 4pm via Microsoft Teams

Present:

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| (v) Cllr R Tatler | (v) Mrs L O'Leary, Non Executive (Chair) |
| (v) Cllr T Weatherston | (v) Mrs K Hamilton, Non Executive |
| (v) Cllr E Thornton-Nicol | (v) Mr T Taylor, Non Executive |

Mr C Myers, Chief Officer
Mrs H Robertson, Chief Financial Officer
Ms L Gallacher, Borders Carers Centre
Mr S Easingwood, Chief Social Work Officer
Ms L Jackson, LGBTQ+

In Attendance:

Miss I Bishop, Board Secretary
Mrs J Stacey, Chief Internal Auditor
Mrs J Holland, Director of Strategic Commissioning & Partnerships
Dr S Bhatti, Director of Public Health, NHS Borders
Mr G Samson, Audit Scotland
Mr B Davies, Strategic Lead for Commissioning, Scottish Borders Council

1. APOLOGIES AND ANNOUNCEMENTS

- 1.1 Apologies had been received from Cllr David Parker, Elected Representative, Cllr Jane Cox, Elected Representative, Mrs Fiona Sandford, Non Executive, Mr John McLaren, Non Executive, Ms Juliana Amaral, BAVs, Dr Lynn McCallum, Medical Director, Mrs Sarah Horan, Director of Nursing, Midwifery & AHPs, Dr Rachel Mollart GP, Mr Stuart Easingwood, Chief Social Work Officer, Mrs Jenny Smith, Borders Care Voice, Mr Ralph Roberts, Chief Executive, NHS Borders, Mr Andrew Bone, Director of Finance, NHS Borders, Mrs June Smyth, Director of Planning & Performance, NHS Borders, Mr David Bell, Staff Side, SBC, Mr Nile Istephan, Chief Executive, Eildon Housing and Mrs Gail Russell, Partnership Representative, NHS Borders.
- 1.2 The Chair welcomed a range of attendees to the meeting.
- 1.3 The Chair confirmed the meeting was quorate.

2. DECLARATIONS OF INTEREST

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

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted there were no declarations.

3. 2021/22 ANNUAL AUDIT REPORT

- 3.1 Mr Graeme Samson advised that Mrs Gillian Woolman had presented the Annual Audit Report to the Integration Joint Board (IJB) Audit Committee meeting on Monday. He highlighted the cover letter to the report and confirmed that the outstanding items mentioned in the letter had all been received and matters were resolved. The Chief Financial Officer had provided the updated accounts and there were no changes to the annual report or the proposed independent auditors report.
- 3.2 Mrs Karen Hamilton commented that at the IJB Audit Committee it had been suggested that a narrative be included around the remuneration element. Mrs Hazel Robertson confirmed that a footnote had been added to the bottom of the table on member's expenses to clarify the NHS Borders arrangement of additional expenses being paid to Non Executives in relation to the additional work they undertook as voting members of the IJB.
- 3.3 The Chair recorded the thanks of the IJB to Mr Samson and the team at Audit Scotland for the work that had been undertaken in regard to the annual accounts.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** is noted the report.

4. SCOTTISH BORDERS INTEGRATION JOINT BOARD ANNUAL ACCOUNTS 2021/22 (AUDITED)

- 4.1 Mrs Hazel Robertson presented the annual accounts 2021/22 (audited) and advised that some minor changes had been made following on from the IJB Audit Committee held earlier in the week. She confirmed that there was no change to the overall performance outturn position. She highlighted to the IJB: the summary report of the IJB performance report; continued performance during the COVID-19 Pandemic; locality planning and development; the financial position and underlying financial performance; COVID-19 expenditure; and the remuneration element of the report.
- 4.2 The Chair assured the IJB that the Audit Committee had been thorough in its scrutiny of the annual accounts.
- 4.3 Mrs Linda Jackson enquired if a more accessible, easy read version could be produced for public consumption. She also recognised the challenges in producing the final documents and the delay in them being shared with the IJB.
- 4.4 Mrs Lynn Gallacher enquired if the Carer's Act funding of £2.4m, had been included in the IJB annual accounts and reminded the IJB that she had asked previously, prior to Mrs Robertson's appointment, about that funding being included.
- 4.5 Mrs Robertson agreed that it had been a very short turnaround time to get the papers to the Audit Committee and on to the IJB in time to meet the legal requirement to publish the audited annual accounts that day. It had been an incredibly challenging process with much dialogue between herself and the Audit Scotland team on content and presentation and it was fair to say that the audit itself had commenced quite late

and a discussion would take place with the new audit team to ensure any earlier timetable was adhered to moving forward. She further commented that the draft annual accounts were publicised for public scrutiny and that that engagement would be a good opportunity to receive feedback on any specific points, such as the carers act funding and she urged full use of that early engagement process.

- 4.6 In terms of the Carers Act funding Mrs Robertson confirmed that it was part of the IJB accounts but she had not drawn it out as an area of particular focus as she had based the pack of accounts on the format used the previous year. She confirmed that she would draw attention to them in the following year's annual accounts.
- 4.7 The Chair commented that she felt confident that now Mrs Robertson was in place there would be no delay in the production of the annual accounts moving forward. She further enquired if a headline easy read sheet could be produced for public consumption and suggested both Mrs Gallacher and Mrs Jackson might assist with that. Mrs Robertson sought confirmation from Mr Graeme Samson that the easy read sheet would not require to be audited. Mr Samson confirmed that it would not.
- 4.8 Mr Samson commented that from the auditors point of view it had been challenging in terms of timing, resource and capacity and the audit had commenced later than he would have liked. He confirmed that a new team from Audit Scotland would be the auditors from next year and suggested the audit timetable be confirmed early on between Mrs Robertson and that new team.
- 4.9 Mrs Karen Hamilton reminded the IJB that both Scottish Borders Council and NHS Borders had staff that would have expertise in formulating easy read documentation and suggested the IJB give Mrs Robertson the mandate to pursue that.
- 4.10 Cllr Tom Weatherston recorded his thanks as Chair of the IJB Audit Committee to Mrs Robertson and Mr Samson and all of those involved in the audit process.
- 4.11 Mr Chris Myers reiterated his thanks to Mrs Robertson and Audit Scotland and also advised that the Strategic Planning Group which contained a range of individuals would be an ideal group to provide a rounded view on an easy read sheet.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** recorded their thanks to Mrs Hazel Robertson and Audit Scotland for their work in producing the final Annual Accounts.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that the accounts had been considered in full by the Audit Committee, with some changes made before approval.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** approved the report and the 2021/22 Annual Accounts for signature and publication.

The **SCOTTISH BORDERS HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** requested that the Audit Committee consider an update report on the agreed action plan at each meeting.

5. ANY OTHER BUSINESS

5.1 There had been no notification of any further business.

6. DATE AND TIME OF NEXT MEETING

6.1 The Chair confirmed that the next meeting of the Scottish Borders Health & Social Care Integration Joint Board would be held on Wednesday 21 December 2022, from 10am to 12noon, at Scottish Borders Council with hybrid facilities.

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