

4. IJB GOVERNANCE AND DECISION-MAKING

A report had been circulated by the CHCP Director setting out the structures and procedures which would be required of the Board in relation to governance and decision-making, both in terms of the relevant legislation and good practice.

The report explained that, under the Public Bodies (Joint Working) (Scotland) Act 2014, the Board was required to make Standing Orders regulating its proceedings.

The report provided a summary of the content required of Standing Orders, or related governance documents, by the 2014 Act and relevant subordinate legislation, both expressly and by implication.

In addition, there were a number of matters that were felt to be desirable in the interests of good decision-making and good governance, and these matters were listed in the report.

The Board was required to have in place an internal audit service, to conduct a periodic review of its system of internal control, to prepare an annual governance statement and to have in place a process for consideration and approval of its unaudited financial statements and governance statement and then its audit accounts and report by its external auditor.

Finally, the shadow Board was informed that the programme of proposed meeting dates, times and venues, attached as Appendix 1 to the report, could be adjusted at a later date.

The Director recommended that the Board:-

1. note the legislative requirements for the Board's governance and decision-making processes and procedures, and the advice in relation to good practice in governance terms.
2. note that officers would develop and prepare for approval a set of Standing Orders for Board Meetings.
3. agree that those Standing Orders should include a proposal for a committee to deal with risk, audit and governance, roles and responsibilities of Board members; and roles and responsibilities for the Board's Director and Finance Officer.
4. note and agree the proposed meeting arrangements for the shadow Board and then for the Board when formally established, as set out in Appendix 1.

Decision

To approve the terms of the report.