

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD AUDIT, RISK AND GOVERNANCE COMMITTEE held within MSTEAMS VIRTUAL MEETING ROOM, on 7 SEPTEMBER 2022.

Present – Martin Connor (Chair) (NHS Lothian Non-Executive Director) and Councillor Tom Conn

Apologies – Councillor Ann Davidson and Katherina Kasper (NHS Lothian Non-Executive Director); Stevie Dunn (West Lothian Council, Staff Representative), Alison White (IJB Chief Officer) and Jo MacPherson (Head of Social Policy)

In Attendance – Kenneth Ribbons (IJB Internal Auditor); James Millar (IJB Standards Officer), Patrick Welsh (IJB Chief Finance Officer); Rob Jones (Ernst Young), Robin Allen (Senior Manager, HSCP), Sharon Houston (Business Support Manager, HSCP) and Kerry Taylor (Business Support Officer, HSCP)

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. MINUTE

The committee approved the Minute of its meeting held on 15 June 2022.

3. AUDIT OF THE 2021/22 ANNUAL ACCOUNTS

The committee considered a report (copies of which had been circulated) by the IJB Chief Finance Officer providing the outcome of the 2021/22 audit and a summary of the key points arising from the Auditors Annual Report.

It was recommended that the committee :-

1. Considers the audited 2021/22 Annual Accounts for the West Lothian Integration Joint Board.
2. Considers the Auditors 2021/22 Annual Audit Report including the management action plan.
3. Considers any recommendations to be made to the Board in advance of when it would meet to agree the Annual Accounts for signature on 20 September 2022.

Decision

1. To note the content of the Audited Annual Accounts 2021/22;
2. To make no further recommendations to the IJB.

3. To thank the Ernst & Young for their valued service over the last 6 years and Chief Finance Officer and his team for the preparation of the accounts in what continued to be very challenging times;

4. IJB RISKS

The Committee considered a report (copies of which had been circulated) by the IJB Chief Officer advising of the IJB's risks.

It was recommended that that the committee considers the risks identified, the control measures in place and the risk actions in progress to mitigate their impact.

In response to questions, the committee was provided with assurances on the controls in place to mitigate the impact of the three high risks set out in the report and also of the planned review of the Care at Home Services which was directly linked to the delayed discharge high risk.

Decision

To note the recommendations of the report.

5. ACCOUNTS COMMISSION SCRUTINY REPORTS UPDATE

The Committee considered a report (copies of which had been circulated) by the IJB Chief Officer providing an update on the IJB Financial Analysis report published by the Accounts Commission along with further information as requested on recommendations to councils that were included in the Local Government in Scotland Overview 2022 report.

It was recommended that the committee:-

- (a) Notes and considers the key messages contained in the IJB Financial Analysis report; and
- (b) Considers the review of recommendations contained in the Local Government in Scotland Overview 2022 and actions being taken by the IJB that were relevant to those recommendations.

Decision

To note the contents of the report.

6. SELF-ASSESSMENT QUESTIONNAIRE

The Committee considered a report (copies of which had been circulated) by the IJB Project Officer inviting consideration of the arrangements for carrying out periodic self-assessment of the committee's administrative arrangements and activity and seeking approval to issue the

questionnaire to members.

It was recommended that the committee :-

1. Consider carrying out the annual self-assessment of the committee's effectiveness by use of the questionnaire in the appendix to the report; and
2. Agrees to the questionnaire being issued to members and the results reported to the December meeting of the committee.

Decision

1. To note the terms of the report.
2. To endorse the questions contained in the self-assessment questionnaire.
3. To delay issuing the survey to the committee until January/February 2023 and after members had been given the opportunity to attend a development day.

7. WORKPLAN

A workplan had been circulated for information.

Decision

To note the content of the workplan.