

Minutes

Audit and Risk Committee

9.30 am, Friday 20 May 2016

City Chambers, Edinburgh

Present:

Angus McCann (Chair), Kay Blair and Councillor Joan Griffiths.

Officers: Magnus Aitken (Acting Chief Internal Auditor), Richard Bailes (PricewaterhouseCoopers), Gavin King (Committee Services), Daniel Melly (Audit Scotland), Ross Murray (Committee Services), Stephen O'Hagan (Audit Scotland) and Moira Pringle (Interim Chief Finance Officer).

Apologies: Councillor Aitken, Alex Joyce and Ella Simpson.

1. Minute

Decision

To approve the minute of 29 April 2016 as a correct record, subject to the removal of Alex Joyce as in attendance.

2. Work Programme

Decision

- 1) To note the Work Programme, Upcoming Reports and Status of Actions Update.
- 2) To note that the unaudited accounts item, scheduled for 1 July 2016, was not flexible.
- 3) To include indicative dates as part of the Status of Actions update.

(Reference – Audit and Risk Committee Work Programme – May 2016, submitted.)

3. Outstanding Actions

Decision

- 1) To approve the closure of action 4 (Audit Scotland Report).

- 2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions – May 2016)

4. Edinburgh IJB – Annual Audit Plan

The Annual Audit Plan for 2015/16 prepared by Audit Scotland for the Joint Board was submitted. The following was included:

- Summary of planned audit activity.
- Responsibilities of the appointed auditor and Chief Financial Officer.
- Audit approach.
- Potential audit issues and risks.
- Fees and resources.
- Timeline of events.

Decision

- 1) To note the report by Audit Scotland.
- 2) That learning points on the initial year of the external audit process be recorded and presented to the Audit and Risk Committee.

(Reference – report by the Audit Scotland, submitted.)

5. Risk Initiative Update

An update on the risk initiative being undertaken by the IJB Senior Management Team including a heat map of identified inherent risks was submitted.

Decision

- 1) To present a report to the Audit and Risk Committee on how regressive risks of constituent organisations (NHS Lothian and City of Edinburgh Council) could potentially overflow into the business of the Integration Joint Board.
- 2) That where possible the Risk Register would be expanded to provide more underlying detail for each risk.
- 3) To recommend that the Risk Register become a bi-annual standing item for consideration by the Integration Joint Board.
- 4) That an updated Risk Register be circulated electronically to Audit and Risk Committee members in advance of further consideration at the 1 July 2016 meeting of the Committee.

- 5) That a Risk Management Strategy would be developed and presented to the Audit and Risk Committee once finalised.
- 6) That Angus McCann liaise with the Chair of the Integration Joint Board with a view to establishing a session for Board Members to develop the Risk Register.

(Reference – report by the Interim Chief Finance Officer, submitted.)

6. Any Other Business

6.1 Standing Orders

It was advised that at the meeting of the Joint Board on 13 May an amendment had been made to Standing Orders so that elements, such as holding meetings in public and online publication of papers, would no longer apply to the Audit and Risk Committee.

Decision

To note the update and that Audit and Risk Committee minutes would continue to be circulated as part of the public meeting papers for the Integration Joint Board.