



Minutes

Audit and Risk Committee

10.00am, Monday 23 July 2018

Mandela Room, City Chambers, Edinburgh

Present:

Councillor Susan Webber (Chair), Mike Ash and Alex Joyce.

Officers: Laura Calder (Internal Audit), Jamie Macrae (Committee Services, CEC), Lesley Newdall (Chief Internal Auditor), Moira Pringle (Chief Finance Officer), Grace Scanlin (Scott-Moncrieff).

Apologies: Councillor Robert Aldridge, Ella Simpson.

1. Minutes

Decision

To approve the minute of 1 June 2018 as a correct record.

2. Outstanding Actions

Decision

- 1) To agree to close Actions 2 and 3.
- 2) To otherwise note the outstanding actions.

(Reference – Outstanding Actions, submitted.)

3. Work Programme

Decision

To note the Work Programme and upcoming reports.

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

4. Internal Audit Annual Opinion 2017/18

The annual Internal Audit Opinion for the Edinburgh Integration Joint Board (EIJB) for the year ended 31 March 2018 was presented. The opinion was based on the outcomes of three audits included in the EIJB 2017/18 Internal Audit annual plan; the outcomes of relevant Partnership reports referred to the EIJB by the City of Edinburgh Council Governance, Risk, and Best Value Committee and the NHS Lothian Audit Committee; and the status of open Internal Audit findings.

Decision

- 1) To note the final 'significant enhancements' red rated Internal Audit opinion for the year ended 31 March 2018.
- 2) To agree that the Internal Audit reports supporting the Internal Audit Annual Opinion 2017/18 would be resubmitted to the Committee in September 2018 to allow scrutiny of the individual reports which formed the Audit Opinion.
- 3) To agree that the Health and Social Care Partnership Purchasing Budget Management report and the Review of Social Care Commissioning report would be referred to the Governance, Risk and Best Value Committee for scrutiny.

(Reference – report by the Chief Internal Auditor, submitted.)

5. Draft Internal Audit Charter 2018/19

The revised draft Internal Audit (IA) Charter for 2018/19 was presented for approval on behalf of the EIJB. The Charter was essentially the Terms of Reference between the EIJB and IA. There were two key changes – the Charter now included the opportunity to review the annual governance statement and to do “findings only” work, meaning that findings could be raised immediately if identified. The Charter was now better aligned with the City of Edinburgh Council Charter.

Decision

To approve the refreshed 2018/19 Internal Audit Charter.

(Reference – report by the Chief Internal Auditor, submitted.)

6. Proposed EIJB Internal Audit Plan for 2018/19

The draft EIJB Internal Audit Plan and supporting risk assessment for the period 1 April 2018 to 31 March 2019 was presented for approval. The Plan included four reviews in order to provide the appropriate level of assurance on the control frameworks designed to manage the EIJB's most significant risks, and to ensure that the Plan could be delivered by Internal Audit resources currently available from the EIJB's two partners, the City of Edinburgh Council and NHS Lothian.

Decision

To approve the draft 2018/19 Internal Audit plan and supporting risk assessment.

(Reference – report by the Chief Internal Auditor, submitted.)

7. City of Edinburgh Council and NHS Lothian 2018/19 Internal Audit Plans

The City of Edinburgh Council and NHS Lothian 2018/19 Internal Audit Plans were presented. A new protocol was proposed which would enable committee to decide which audits would be referred for scrutiny.

Decision

- 1) To agree in principle to a new protocol whereby committee, rather than the Chief Internal Auditor, would decide which audits would be referred to committee for scrutiny.
- 2) That members would review the Council and NHS Lothian Internal Audit plans to determine which audit reports the Committee would like to have referred from the GRBV and NHS Lothian Audit and Risk Committees once completed.

(Reference – report by the Chief Internal Auditor, submitted.)

8. Urgent Business

Decision

- 1) That the Chief Internal Auditor would arrange audit training for members of the committee.
- 2) To note that the Vice Convener of the Governance, Risk and Best Value Committee had offered support to the EIJB to develop its role in audit and scrutiny.
- 3) That the Chair would ask the Chair of the EIJB whether the Annual Opinion report should be presented to the Joint Board in August 2018.

9. Date of next meeting

Decision

To agree that the next meeting would be held at 9:30am on Friday 7 September 2018.