
Minute of Performance & Audit Committee

Date: Friday 5th March 2021

Time: 9.30am

Place: Via MS Teams

Present

Linda Semple (Chair), NHS
Councillor Julie Dettbarn
Jean Ford, NHS
Councillor William Grant

In Attendance

Tim Eltringham, Chief Officer & Director of Health and Social Care
Lisa Duncan, Chief Finance Officer
Scott Hunter, Chief Social Work Officer
Mark Inglis, Head of Children's Health and Justice Services
Laura Miller, Chief Internal Auditor
Billy Cooper, Staff Side Representative, South Ayrshire Council
Karlyn Watt, Deloitte, External Auditor
Danielle Rae, Policy & Performance Co-ordinator
Lynn Storrie, Administration Assistant (Minute Taker)

1. Apologies for Absence

1.1 Apologies for absence were noted from Billy McClean and John Wood.

2. Declarations of Interest

2.1 There were no Declarations of Interest by Members of the Board in terms of Standing Order No. 7, the Standards in Public Life – Code of Conduct for Members of Devolved Public Bodies.

3. Minute of Previous Meeting

3.1 The minute of the meeting held on 4th December 2020 (previously circulated) was approved by the Board.

4. Matters Arising

4.1 A paper was submitted (previously circulated) updating Members of the Committee on matters arising from previous meetings of the Performance & Audit Committee and the following was noted.

4.2 T Eltringham noted that information on poverty and inequality within Justice Services will be included within the Strategic Plan.

5. Annual Audit Action Plan

5.1 L Duncan explained that the Annual Audit Action Plan (previously circulated) has been brought to the Performance and Audit Committee for noting and will be presented to the IJB on 24th March 2021.

5.2 L Duncan noted that there is a plan to produce a PAN Ayrshire Annual Finance statement, this statement will be included in the directions and a paper will be presented at the IJB on 28th April 2021.

5.3 A review of Governance was undertaken by J Wood. T Eltringham commented that following recent elected members briefing sessions, Catriona Caves, Head of Regulatory Services presented a paper to Council where it was approved.

5.4 **The committee agreed to note the contents of the Annual Audit Action Plan**

6. IJB Audit Planning

- 6.1 K Watt, Deloitte explained that the IJB Audit Planning Report (previous circulated) can be split into two areas, financial statements and wider audit dimensions. K Watt referred to the key risk statement detailed on p11, noting that these are consistent with previous years and are standard with each audit undertaken by Deloitte.
- 6.2 The report recognises area that the Covid pandemic would have impacted on the audit and the annual accounts.
- 6.3 The report goes on to identify the risks of the wider audit dimensions, it was acknowledged that the risks steer towards the response to the Covid pandemic in line with Audit Scotland guidance. Focus on risk has also been given on Governance transparency.
- 6.4 Discussion followed in regard to whistleblowing and fraud, K Watt confirmed that these areas would be expected to be covered at and audit committee. L Duncan added that internal audit will review the IJB and this encompasses the risk within the Council and NHS systems. L Duncan added that the Council and NHS have their own protocols in regard to whistleblowing and fraud and this is an area of responsibilities for all staff.
- 6.5 **The Committee noted the IJB Audit Planning report.**

7. IJB Reserves Strategy

- 7.1 L Duncan advised that the IJB Reserves Strategy report (previously circulated) has been brought to the Performance and Audit Committee for the members to review the updated report and approve recommendation for the report to go to IJB on 24th March 2021 as part of the budget report.
- 7.2 L Duncan advised that the strategy has been reviewed and updated highlighting the opportunity to create a reserve. The report recommends that reserves should be set between 2% - 4%. L Duncan noted that the Council financial strategy recommends a 2% minimum for reserves, this equates to £3.322m for the IJB.
- 7.3 L Duncan advised reserves would help with future fluctuations in demand or changes in circumstances.
- 7.4 Plans will be in place on how reserves will be used, an example of this being earmarked funds for the implementation of CM2000 and implementation of Care 1st. Reserves will also be used for transformation work, this will be looked at within the IJB Budget Working Group and finance DMT meetings before being taken to IJB for approval.
- 7.5 L Semple added it is important to note how far the IJB have come and that a reserve strategy is now possible

7.6 The Performance and Audit Committee noted the content of the report and agreed to recommend to IJB as part of the Budget report.

8. Strategic Plan

8.1 D Rae explained the Strategic Plan report (previously circulated) provides Committee members with a final update on the implementation of the Strategic Plan 2018 – 2021.

8.2 D Rae reported that significant progress has been made throughout the implementation plan, noting that the Covid pandemic has impacted on delivery over the past year.

8.3 Updates have been provided under each of the Strategic objectives within the appendix.

8.4 D Rae advised that any outstanding actions within the report will be carried forward to the new strategic plan, or, mapped within other action plans such as the Children's Services Plan. A mapping exercise will ensure all actions are taken forward.

8.5 The Performance and Audit Committee noted the contents of the Strategic Plan 2018-21.

9. Any Other Business

9.1 As there were no further matters to discuss, the meeting closed at 10.13am.

10. Date of Next Meeting

10.1 Friday 15th May 2021 at 9.30am via MS Teams.