



REPORT TO: PERFORMANCE AND AUDIT COMMITTEE
REPORT ON: DUNDEE INTEGRATION JOINT BOARD INTERNAL AUDIT ACTIVITY
REPORT BY: CHIEF FINANCE OFFICER
REPORT NO: PAC15-2020

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to provide the Performance and Audit Committee with a progress update in relation to Internal Audit Activity.

2.0 RECOMMENDATIONS

It is recommended that the Performance and Audit Committee:

- 2.1 Notes the continuing delivery of the audit plan and related reviews as outlined in this report.
- 2.2 Notes the report and approves the proposed Internal Audit Activity as outlined in Appendix 1 to this report.

3.0 FINANCIAL IMPLICATIONS

3.1 None.

4.0 MAIN TEXT

- 4.1 Dundee Integration Joint Board's Internal Audit Plan 2019/20 was approved by the Performance and Audit Committee (PAC) at its meeting of the 24 September 2019 (PAC36-2019). Work related to completion of the 2018/19 Internal Audit Plan is ongoing and is also included in the progress reported below.
- 4.2 Work on the 2018/19 is nearing completion. An update on the progress of all the IJB's Internal Audits is shown in Appendix 1.
 - Information Governance (D04/19): Final report issued January 2020 but still to be considered by PAC
 - Governance Mapping (D06/19): Fieldwork complete. At draft report stage
 - Finance (D05/19): Fieldwork progressing. Delay caused by management capacity to respond to Internal Audit due to Covid19.
- 4.3 As noted during discussions for the previous Performance & Audit Committee meeting in November 2019, the number of carried forward days from previous annual audit plans has been a significant factor causing changes to target dates for reporting. The complexity of the control environment for IJBs, the demand on IJB management time to feed into the audit process; as well as the time taken to clear reports with the range of parties involved means audits planned for 2019/20 will not be reported by year-end. Internal Audit has met with the Chief Officer, Chief Finance Officer and the Chief Social Work Officer to risk assess the substantive audit reviews affected and update their scope and this is highlighted in Appendix 1.
- 4.4 In addition, the Chief Internal Auditor is of the view that Covid 19 will have a substantial impact on the risk profile of the organisation and will require a fundamental review of the overall strategic

plan and supporting strategies/plans, which in turn could have a major impact on the internal audit plan. Therefore, it is proposed that the plans going forward will not be updated until the impact of Covid-19 on the IJB's overall strategy, supporting strategies, resources, objectives and risk profile is better understood. It is clear that there will be a need to focus both on the impact of new working arrangements on existing control processes as well as planning for recovery and reconfiguration.

- 4.5 Resources to deliver the annual internal audit report as well as provide reports to, and attend, the Performance and Audit Committee meetings are provided for within the Internal Audit Services' 2020/21 budget. It is therefore proposed to continue work on the previously agreed audits with updated scopes agreed with management. This will enable the internal audit service to work with a realistic and achievable audit plan for delivery during 2020/21. The Chief Internal Auditor can assure the IJB and Performance and Audit Committee that the work completed at year end on the governance checklist and annual internal audit report will be sufficient to allow the Chief Internal Auditor to provide robust assurance for the governance statement.

5.0 POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Equality Impact Assessment. There are no major issues.

6.0 RISK ASSESSMENT

- 6.1 This report has not been subject to a risk assessment as it a status update and does not require any policy or financial decisions at this time.

7.0 CONSULTATIONS

- 7.1 The Chief Officer, Chief Internal Auditor and the Clerk were consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

- 8.1 None.

Dave Berry
Chief Finance Officer

Date: 16 June 2020

DUNDEE IJB SIGNING DOCUMENT

In view of the timescales involved this Report/Agenda Note was approved by the Chief Officer in consultation with the Chief Finance Officer, Clerk and Standards Officer, Chairperson, Vice Chairperson and all other voting members on the Integration Joint Board.

<i>Vicky Irons</i> Chief Officer	22nd July 2020 Date
<i>Dave Berry</i> Chief Finance Officer	22nd July 2020 Date
<i>Roger Mennie</i> Clerk and Standards Officer	22nd July 2020 Date
<i>Trudy McLeay</i> Trudy McLeay, Chairperson	4th August 2020 Date
<i>Ken Lynn</i> Councillor Ken Lynn, Vice Chairperson	4th August 2020 Date
<i>Helen Wright</i> Baillie Helen Wright	4th August 2020 Date
<i>Roisin Smith</i> Councillor Roisin Smith	11th August 2020 Date
<i>Jenny Alexander</i> Jenny Alexander	11th August 2020 Date
<i>Donald McPherson</i> Donald McPherson	4th August 2020 Date

2018/19								
Ref	Audit	Indicative Scope	Target Audit Committee	Planning Commenced	Work in Progress	Draft Issued	Completed	Grade
D01-19	Audit Planning	Agreeing audit universe and preparation of strategic plan	July 2018	Complete	Complete	Complete	Complete	N/A
D02-19	Audit Management	Liaison with management and attendance at Audit Committee	Ongoing	Complete				
D03-19	Annual Internal Audit Report	CIA's annual assurance statement to the IJB and review of governance self-assessment	July 2018	Complete	Complete	Complete	Complete	N/A
D04-19	Information Governance	Review of IT/ data processes supporting the delivery of the IJB's strategic plan through seamless cross system working	September 2020	Complete	Complete	Complete	Complete	D
D05-19	Finance	Review of arrangements established to control and mitigate Risks 1&2 from the high level risk register	September 2020	Complete	Ongoing			
D06-19	Governance & Assurance	Governance mapping exercise: Assess the extent to which the IJB's structures support the delivery of strategic objectives Includes review of controls to address Risk 7	September 2020	Complete	Complete	Complete		
2019/20								
Ref	Audit	Indicative Scope	Target Audit Committee	Planning Commenced	Work in Progress	Draft Issued	Completed	Grade

D01-20	Audit Planning	Preparation of Annual Internal Audit Plan	September 2019	Complete	Complete	Complete	Complete	N/A
D02-20	Audit Management	Liaison with management and attendance at Performance and Audit Committee	N/A	Ongoing				
D03-20	Annual Internal Audit Report	CIA's annual assurance statement to the IJB and review of governance self-assessment	June 2019	Complete	Complete	Complete	Complete	N/A
D04-20	Governance & Assurance	Ongoing support and advice on further development of governance and assurance structures, including issues identified as part of the annual report process and the self assessment against the MSG report and help in implementing an audit follow up process	N/A	Ongoing				
D05-20	Performance management	Adequacy, accuracy, relevance, reliability, data quality, timeliness and interpretation of reporting against the priorities in the Strategic and Commissioning Plan and core integration indicators. Compliance with DL 2016 (05) - Guidance for Health and Social Care Integration Partnership Performance Reports and preparation for/ implementation of the anticipated new national guidance on the 'Joint Accountability Framework' This work will link to Strategic Risk 10 as well as a number of operational risks	November 2020					
D06-20	Adverse events management	This work will link to Operational risks 30 and 34 Risk of duplication or omission at the interface of NHS and Local Authority Adverse event management processes and systems. Effective sharing of learning from reviews. Clear flow of assurance	November 2020					