



## INTEGRATION JOINT BOARD

<b>Date of Meeting</b>	11.09.2018
<b>Report Title</b>	Audit & Performance Systems Committees – Review of Duties
<b>Report Number</b>	HSCP/18/067
<b>Lead Officer</b>	Alex Stephen, Chief Finance Officer
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<b>Consultation Checklist Completed</b>	Yes
<b>Directions Required</b>	No
<b>Appendices</b>	a. Audit & Performance Systems Duties Report

### 1. Purpose of the Report

- 1.1. This report presents the Audit & Performance Systems (APS) Committee with an intended schedule of reporting to ensure that the Committee is fulfilling all the duties as set out in its terms of reference.

### 2. Recommendations

- 2.1. It is recommended that the Audit & Performance Systems (APS) Committee:
- a) Note the content of the APS Duties report as attached at Appendix A
  - b) Request that the Chief Finance Officer presents a report back to the APS Committee at the end of the financial year, confirming that these duties were met and outlining the anticipated schedule for meeting these duties in the financial year 2019/20.



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### 3. Summary of Key Information

- 3.1. The Integration Joint Board (IJB) approved a reviewed terms of reference for the APS committee at its meeting on the 22<sup>nd</sup> of May 2018.
- 3.2. The revised document highlights that the purpose of the APS committee is to: *“provide assurance to the IJB on the robustness of the Partnership’s risk management, financial management service performance and governance arrangements”*.
- 3.3. The terms of reference also indicate several duties which the APS committee should ensure that it meets each financial year. These are listed in Appendix A, with an indication as to when these duties will be met and an accompanying narrative.
- 3.4. The terms of reference will be reviewed by the APS committee in February 2019, prior to a holistic review of all 3 committee terms of reference by the IJB in March 2019, as part of a broader scheme of governance review.
- 3.5. The Chief Finance Officer will maintain this document as a record of the APS Committee’s business and present it back to the Committee at the beginning of the financial year 2019/20, for scrutiny and review.

### 4. Implications for IJB

- 4.1. **Equalities** – there are no direct implications arising from this report.
- 4.2. **Fairer Scotland Duty** – there are no direct implications arising from this report.
- 4.3. **Financial** – there are no direct implications arising from this report.
- 4.4. **Workforce** - there are no direct implications arising from this report.
- 4.5. **Legal** – there are no direct implications arising from this report.
- 4.6. **Other** – NA



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### 5. Links to ACHSCP Strategic Plan

- 5.1. Ensuring that the APS Committee is functioning effectively and fulfilling its duties will help ensure that the IJB achieves the strategic priorities as set out in the strategic plan.

### 6. Management of Risk

#### 6.1. Identified risks(s)

There is a risk that the APS Committee does not fulfil all its duties, as set out in its terms of reference.

#### 6.2. Link to risks on strategic risk register: # 3

*“Failure of the IJB to function, make decisions in a timely manner etc”*

#### 6.3. How might the content of this report impact or mitigate these risks:

This report helps to mitigate the risk of the APS Committee not fulfilling its duties by ensuring that there is a plan to meet each duty and an opportunity for the Committee to review its progress annually.