

**REPORT TO ABERDEENSHIRE INTEGRATION JOINT BOARD AUDIT COMMITTEE
– 25 FEBRUARY 2019**

INTEGRATION JOINT BOARD AUDIT COMMITTEE MEMBERSHIP

1 Recommendations

The Audit Committee is recommended to:

1.1 Agree the updated membership of the Audit Committee as outlined in Section 4; and

1.2 Discuss the ongoing chairing arrangement of the Committee.

2 Risk

2.1 This paper relates to risks IJB 1 (Sufficiency of Resources), 4 (Service Capacity / Business Transformation) and 10 (Service Standards) from the IJB Risk Register.

3 Background

3.1 Aberdeenshire Integration Joint Board (IJB) has had an Audit Committee in place since May 2016 when the Board agreed to put in place formal arrangements for audit and assurance, discharged through the Audit Committee, under the stewardship of a Chair and Vice Chair.

3.2 At the meeting of 12th December 2018 the IJB agreed to updated Terms of Reference for the Audit Committee. These Terms of Reference proposed changed membership arrangements for the Committee so that:

(1) An increase in membership from the current four voting members of the IJB to a Committee membership of six. This would comprise of two voting members of the IJB from NHS Grampian, two voting members of the IJB from Aberdeenshire Council, and two non-voting members of the IJB. The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 allows IJBs to appoint non-voting members of the IJB to IJB Committees.

(2) Quorum for the Audit Committee would remain as three members.

3.3 Updated advice from Aberdeenshire Council's Legal & Governance service is that the addition of non-voting members would not resolve challenges previously experienced in having the Audit Committee quorate. It is now proposed that the Terms of Reference be further revised to amend the quorum from its current three, to be two voting members, being one from NHS Grampian and one from Aberdeenshire Council.

4 Committee Membership

4.1 Mr Eric Sinclair retired from the IJB at the end of December. Ms Amy Anderson has volunteered to replace Mr Sinclair as an NHS Grampian representative on the IJB Audit Committee.

4.2 Contact was also made with non-voting members of the IJB to ask whether they would be prepared to volunteer to be a member of the IJB Audit Committee. The following members have intimated that they would be prepared to serve on the Audit Committee:

Mr Tony Cox
Mr David Hekelaar
Ms Inez Kirk

4.3 The Committee are asked to recommend to the IJB that it consider approving Ms Anderson, Mr Cox, Mr Hekelaar and Ms Kirk as members of the IJB Audit Committee for a period of three years commencing 25th February 2019. This would require a minor amendment to the Terms of Reference to increase the number of non-voting members on the Committee from two to three.

4.4 If agreed, the membership of the Committee would then become:

Provost Bill Howatson – Chair and Aberdeenshire Council representative
Cllr Dennis Robertson – Aberdeen Council representative
Ms Rachael Little – NHS Grampian representative
Ms Amy Anderson – NHS Grampian representative
Mr Tony Cox – Non voting member
Mr David Hekelaar – Non voting member
Ms Inez Kirk – Non voting member

5 Chair and Vice Chair of Audit Committee

5.1 The Audit Committee is chaired by a voting member of the IJB, however this is not the Chair or Vice Chair of the IJB itself. The role of Chair rotates between NHS Grampian and Aberdeenshire Council on an 18 month basis, in line with the term for the Chair of the IJB, selected from the organisation which does not currently Chair the IJB.

5.2 Mr Eric Sinclair stepped down as Chair of the Audit Committee in December. Following discussion at the last informal meeting of the Audit Committee on 25th November 2018, Provost Howatson agreed to take on the chairing of the Committee until a new and revised Committee was in place.

5.3 In terms of the Standing Orders, service on the Audit Committee is three years. Provost Howatson has served since its inception and would be due to stand down in May 2019.

5.4 The Committee does not currently have a nominated Vice Chair.

5.5 The Committee is invited to discuss Chairing arrangements for the Committee on an ongoing basis and appointment to the role of Vice Chair.

6 Equalities, Financial and Staffing Implications

- 6.1 An equality impact assessment is not required because there are no equalities implications arising from this report.
- 6.2 There are no financial or staffing implications arising from this report.

Alan Sharp
Chief Finance Officer

Report prepared 20th February 2019

