

**MINUTES of MEETING of ARGYLL AND BUTE HSCP AUDIT AND RISK COMMITTEE held
VIA SKYPE
on TUESDAY, 20 OCTOBER 2020**

Present: Councillor Sandy Taylor (Chair)

Sarah Compton-Bishop, NHS Highland Board Non-Executive Member
Gaener Rodger, NHS Highland Board Non-Executive Member
Councillor Kieron Green, Argyll and Bute Council

Attending: Joanna Macdonald, Chief Officer, Argyll and Bute HSCP
Judy Orr, Head of Finance and Transformation, Argyll and Bute HSCP
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
George Morrison, Depute Chief Officer, Argyll and Bute HSCP
Julie Lusk, Head of Adult Care, Argyll and Bute HSCP
Laurence Slavin, Chief Internal Auditor, Argyll and Bute Council
John Cornett, Audit Scotland
Andrew O'Donnell, Azets
Hazel MacInnes, Committee Services Officer, Argyll and Bute Council

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Patricia Renfrew.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

The Minutes of the special meeting of the Argyll and Bute HSCP Audit and Risk Committee held on 15 September 2020 were approved as a correct record.

4. REVIEW OF FINANCIAL REGULATIONS

The Committee gave consideration to a report advising of a recent review of the Financial Regulations by the Chief Financial Officer in conjunction with the NHS Highland Director of Finance and the Council's Section 95 Officer. Following the review a small number of changes were proposed.

Decision

The Audit and Risk Committee –

1. Noted that the Financial Regulations had been reviewed.

2. Approved the addition of a new Section 16 on the IJB Members; expenses, gifts, hospitality and register of interests.
3. Approved the next review to be completed by 31 March 2022.

(Reference: Report by Head of Finance and Transformation dated 20 October 2020, submitted)

5. INFORMATION GOVERNANCE POLICY

The Committee gave consideration to a report proposing a new Information Governance Policy for the Integration Joint Board.

Decision

The Audit and Risk Committee -

1. Approved the Information Governance Policy for submission to the Integration Joint Board.
2. Agreed to recommend that the Policy be reviewed by 31 October 2022.

(Reference: Report by Head of Finance and Transformation dated 20 October 2020, submitted)

6. INTERNAL AUDIT SERVICE

The Committee gave consideration to a report seeking approval of plans for tendering the internal audit service currently provided by Scott Moncrieff which was due to expire on 31 March 2021.

Decision

The Audit and Risk Committee approved the plans for tendering the internal audit service as set out in section 3 of the submitted report.

(Reference: Report by Head of Finance and Transformation dated 20 October 2020, submitted)

7. COVID-19 GUIDE FOR AUDIT AND RISK COMMITTEES - REPORT FROM AUDIT SCOTLAND AUGUST 2020

The Committee gave consideration to a report presenting a guide that highlighted 4 key areas for Audit and Risk Committees to focus on during the Covid-19 Pandemic.

Decision

The Audit and Risk Committee –

1. Noted the key messages in the report.

2. Noted the implications for Argyll and Bute Health and Social Care Partnership with a view to considering them in a future work stream.

(Reference: Report by Head of Finance and Transformation dated 20 October 2020, submitted)

8. ARGYLL AND BUTE COUNCIL INTERNAL AUDIT REPORT: SOCIAL CARE CONTRACT MANAGEMENT - AUGUST 2020

The Committee gave consideration to the Argyll and Bute Council Internal Audit Report on Social Care Contract Management.

Decision

The Audit and Risk Committee noted the content of the report.

(Reference: Report by Chief Internal Auditor dated August 2020, submitted)

9. DATE OF NEXT MEETING

The date of the next meeting was noted as Friday 11 December 2020.