

Stephen Brown (Chief Officer).

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Agenda Item: 4.

IJB Audit Committee

Date of Meeting: 16 March 2022.

Matters Arising Log from Meeting held on 17 November 2021

Matters Arising		Target Date	Lead Officer	Notes
1.	Finance Workshop: <ul style="list-style-type: none">Development Session for Set Aside.	February 22	Pat Robinson.	A Development Session for Set Aside was held on 1 February 2022. Following discussion, it was agreed that a report would be circulated to the June Board meeting around data on utilisation of bed days.
2.	Internal Audit Report – Corporate Governance The Pension Fund/Board’s model for training and member participation records to be investigated and ascertained whether similar model could be used by IJB.	February 22	Pat Robinson.	The Chief Finance Officer and the Secretary to the Chief Officer have a meeting scheduled in March to develop this. The IJB development session attendance log is maintained and regularly sent to the Chair, Vice Chair and Chief Officer.

3.	Annual Accounts For the signed Annual Accounts to be circulated to all elected members and IJB Members.	March 22	Pat Robinson.	The Annual Accounts have been signed off and will be circulated around all Members as soon as possible.
4.	Adoption Allowances and Kinship Payments <ul style="list-style-type: none"> • John Richards queried how the allowances were set and how members of the IJB would scrutinise this in future • Davie Campbell requested clarification regarding the governance route for this item. 	February 22	Jim Lyon	Following discussion with officers regarding the correct governance route for Adoption Allowances and Kinship Payments, it has now been confirmed that these matters have been delegated to the Integration Joint Board. Accordingly, any revised policy and/or the level of Adoption Allowances and Kinship Payments are a matter for the IJB.

Outstanding Matters Arising from Previous Committee Meetings

	Matter.	Meeting.	Target Date.	Lead Officer	Notes.

Regular Reports required

	Report.	Frequency.	Notes.
1.	Internal Audit Annual Plan.	Annually in March.	On agenda for meeting on 16.3.22.

Report.		Frequency.	Notes.
2.	External Audit Plan	Annually in March.	On agenda for meeting on 16.3.22.
3.	Draft Annual Accounts	Annually in June.	Next due June 2022.
4.	Final Annual Accounts.	Annually in September.	Next due August 2022.