



# Item No. 22

Meeting Date: Wednesday 13<sup>th</sup> April 2022

## Glasgow City Integration Joint Board Finance, Audit and Scrutiny Committee

**Report By:** Chief Internal Auditor for the Integration Joint Board

**Contact:** Duncan Black, Head of Audit and Inspection

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**Internal Audit Update  
(01 September 2021 – 31 March 2022)**

<b>Purpose of Report:</b>	To present to the IJB Finance, Audit and Scrutiny Committee details of the internal audit work undertaken at Glasgow City Council and NHS Greater Glasgow and Clyde that may have an impact upon the Glasgow City Integration Joint Board.
<b>Background/ Engagement:</b>	The Integration Joint Board is required to comply with Article 7 of the Local Authority Accounts (Scotland) Regulations 2014. The regulations require a local authority to operate a professional and objective internal auditing service in accordance with recognised standards and practices in relation to internal auditing.
<b>Governance Route:</b>	The matters contained within this paper have been previously considered by the following group(s) as part of its development. HSCP Senior Management Team <input type="checkbox"/> Council Corporate Management Team <input type="checkbox"/> Health Board Corporate Management Team <input type="checkbox"/> Council Committee <input type="checkbox"/> Update requested by IJB <input type="checkbox"/> Other <input type="checkbox"/> (please note below) Not Applicable <input checked="" type="checkbox"/>

<b>Recommendations:</b>	The IJB Finance, Audit and Scrutiny Committee is asked to:  a) note the content of the report.
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**Relevance to Integration Joint Board Strategic Plan:**

To provide assurance on various aspects of the Strategic Plan.
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**Implications for Health and Social Care Partnership:**

<b>Reference to National Health &amp; Wellbeing Outcome:</b>	N/A
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<b>Personnel:</b>	None
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<b>Carers:</b>	None
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<b>Provider Organisations:</b>	None
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<b>Equalities:</b>	None
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<b>Fairer Scotland Compliance:</b>	None
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<b>Financial:</b>	None
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<b>Legal:</b>	The IJB will be compliant with: - The Integrated Resource Advisory Group guidance in relation to audit provision. - The Local Authority Accounts (Scotland) Regulations 2014
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<b>Economic Impact:</b>	None
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<b>Sustainability:</b>	None
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<b>Sustainable Procurement and Article 19:</b>	None
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<b>Risk Implications:</b>	None
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<b>Implications for Glasgow City Council:</b>	The internal auditors of Glasgow City Council will continue to follow up on the recommendations arising from the reviews relating to Social Work Services.
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<b>Implications for NHS Greater Glasgow &amp; Clyde:</b>	The internal auditors of NHSGG&C will continue to follow up on the recommendations arising from the reviews relating to NHSGG&C.
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## 1. Background

- 1.1 Both Glasgow City Council and NHS Greater Glasgow and Clyde have Internal Audit functions that conduct audits across each organisation and report the findings of these to the respective audit committees.
- 1.2 Members of the Integration Joint Board have an interest in the outcomes of audits at both Glasgow City Council and NHS Greater Glasgow and Clyde that have an impact upon the Integration Joint Board's ability to deliver the Strategic Plan.
- 1.3 This report provides a summary to the Glasgow City Integration Joint Board's Finance, Audit and Scrutiny Committee of the Internal Audit activity at these organisations since the last update in September 2021 which may have an impact upon the delivery of the Strategic Plan.

## 2. Glasgow City Council

- 2.1 In the period, the following Internal Audit reports which are relevant to the Integration Joint Board have been issued to Glasgow City Council:

Audit Title	Opinion	Number and Priority of Recommendations			
		High	Medium	Low	SI*
<b>Social Work Services Reviews:</b>					
Review of adoption arrangements (note (i))	Reasonable	1	0	0	0
Review of Kinship Care arrangements (note (ii))	Reasonable	1	2	0	0
<b>Corporate Reviews:</b>					
Early, Ill-health and Flexible Retirement	Reasonable	0	1	0	0
<b>TOTAL</b>		<b>2</b>	<b>3</b>	<b>0</b>	<b>0</b>

\*Service Improvement

- 2.2 In each audit one of four opinions is expressed:

- The control environment is satisfactory i.e. audit testing found no concerns with the control environment.
- A reasonable level of assurance can be placed upon the control environment i.e. audit testing found no major weaknesses in the control environment, but some improvements could be made.
- A limited level of assurance can be placed upon the control environment i.e. improvements are necessary to ensure the control environment is fit for purpose.
- The control environment is unsatisfactory i.e. significant improvements are required before any reliance can be placed upon the control environment.

### 2.3 Notes:

- (i) Review of Adoption Arrangements - The high priority recommendation relates to improvements in the case records being maintained, specifically with regards to confirmation of attendance at mandatory preparation sessions and fully completed paperwork. Management provided assurances that the instances highlighted through sample testing are record keeping issues as these checks are part of the practice standards and subject to significant oversight and supervision, and the Panel would not have signed off on decisions without these. Management also advised that it was possible that records have not been available to officers working from home, or that there has been inconsistent record keeping between CareFirst and EDRMS.
- (ii) Review of Kinship Care Arrangements - The high priority recommendation relates to ensuring that confirmation of Protecting Vulnerable Groups (PVG) Scheme membership is adequately documented for kinship carers.

### 2.4 Update on previously reported high priority recommendations

The table below details previously reported high priority recommendations from the reviews undertaken within Glasgow City Council of relevance to the IJB. All these high priority recommendations have been implemented.

Audit Title	Opinion	Number of Recommendations		
		High Priority	Completed	Outstanding
<b>Social Work Services</b>				
Reablement Application Review	Limited	1	1	0
Self-Directed Support Payments (Personal Budgets)	Limited	4	4	0
Social Work Services and Financial Services – Individual Budget Direct Payments	Limited	3	3	0
<b>TOTAL</b>		<b>8</b>	<b>8</b>	<b>0</b>

- 2.5 The above recommendations reflect the status when last reported to the Glasgow City Council’s Finance and Audit Scrutiny Committee. As with all recommendations, the Chief Internal Auditor will monitor their implementation and summary information will be provided to a future Finance, Audit and Scrutiny Committee.

### 3 NHS Greater Glasgow and Clyde

3.1 In the period, the following Internal Audit reports, which are relevant to the Integration Joint Board, have been issued to NHS Greater Glasgow & Clyde (NHSGCC):

Audit Title	Report Classification	Number of Issues per Grading			
		4	3	2	1
Financial Systems Health Check – Procurement and Tendering (note (i))	Substantial Improvement Required	0	3	4	0
Hospital Electronic Prescribing and Medicines Administration (HEPMA) – Project Governance	Minor Improvement Required	0	0	2	0
Remobilisation Planning	Effective	0	0	1	0
Recruitment	Minor Improvement Required	0	0	4	0
<b>TOTAL</b>		<b>0</b>	<b>3</b>	<b>11</b>	<b>0</b>

The ratings below describe the overall opinion on the control frameworks reviewed during each audit:

- Immediate, major improvement required: Controls evaluated are not adequate, appropriate, or effective to provide reasonable assurance that risks are being managed and objectives should be met.
- Substantial improvement required: Numerous specific control weaknesses were noted. Controls evaluated are unlikely to provide reasonable assurance that risks are being managed and objectives should be met.
- Minor improvement required: A few specific control weaknesses were noted; generally however, controls evaluated are adequate, appropriate and effective to provide reasonable assurance that risks are being managed and objectives should be met.
- Effective: Controls evaluated are adequate, appropriate, and effective to provide reasonable assurance that risks are being managed and objectives should be met.

Ranking Definition:

4. Very high risk exposure - major concerns requiring immediate senior management attention.
2. High risk exposure - absence / failure of key controls.
2. Moderate risk exposure - controls not working effectively and efficiently.

1. Limited risk exposure - controls are working effectively, but could be strengthened.

### 3.2 Notes:

- (i) Financial Systems Health Check: Procurement and Tendering - The three 'substantial improvement required' recommendations related to (1) compliance with competitive and non-competitive tendering processes, (2) ensuring completeness and accuracy of the contracts register, and (3) refining processes for ensuring that procurement activity is approved in line with the NHSGGC Scheme of Delegation. All three recommendations have now been implemented.

### 3.3 Update on previously reported high priority recommendations

The table below details previously reported grade four / three recommendations from the reviews undertaken within NHSGGC of relevance to the IJB. All these grade four / three recommendations have been implemented.

Audit Title	Report Classification	Number of Issues per Grading			
		Grade 4	Grade 3	Completed	Outstanding
Risk Management	Substantial improvement required	0	3	3	0
Records Management	Substantial improvement required	0	2	2	0
<b>TOTAL</b>		<b>0</b>	<b>5</b>	<b>5</b>	<b>0</b>

## 4. Recommendations

- 4.1 The IJB Finance, Audit and Scrutiny Committee is asked to:
  - a) note the content of the report.