

NHS 24 BOARD	27 AUGUST 2020 ITEM NO 6.1 FOR ASSURANCE
ANNUAL AUDIT AND RISK COMMITTEE ASSURANCE STATEMENT – ANNUAL REPORT AND ACCOUNTS 2019/20	
Executive Sponsor:	Chair of Audit and Risk Committee
Lead Officer/Author:	Interim Director of Finance
Action Required	The Annual Audit and Risk Committee Assurance Statement is presented to the NHS 24 Board for assurance.
Key Points	<p>This report provides formal assurance from the Audit and Risk Committee to the NHS 24 Board that the Annual Report and Accounts for 2019/20 have been reviewed and considered fully by the Committee.</p> <p>The Committee also considered the various elements of the assurance pack supporting the Annual Report and Accounts, including the External and Internal Audit Annual Reports, a number of Internal Audit Reports and NHS 24 Annual Governance Reports.</p> <p>From this review the Committee agreed to recommend to the NHS 24 Board that the Annual Report and Accounts for 2019/20 be approved at the August 2020 meeting.</p>
Date presented to EMT and relevant Committee	Annual Report & Accounts were presented to the Audit & Risk Committee on 13 August 2020
Summary of key discussion points/actions arising from respective Committees	The Annual Report & Accounts received an unqualified Audit opinion. Minor amendments were recommended by the Committee and have been incorporated into the current version.
Strategic alignment and link to overarching NHS Scotland priorities and strategies	The Audit and Risk Committee, as part of its wider corporate role in reviewing governance arrangements and reporting procedures generally, incorporates consideration of the performance of the organisation against the NHS 24 Strategy on an ongoing basis.
Key Risks	There are no risks directly associated with this paper.
Financial Implications	There are no direct financial implications associated with this paper.
Equality and Diversity	The Audit and Risk Committee supports NHS 24 in meeting its duties with regard to equality and patient engagement.

1. RECOMMENDATION

- 1.1 The Committee recommend to the NHS 24 Board that the Annual Report and Accounts for 2019/20 be approved at the August 2020 meeting.
- 1.2 The Committee recommends the approval of the signing of the Performance Report and the Accountability Report by the Chief Executive and the Statement of the Financial Position by the Chief Executive and the Interim Director of Finance.
- 1.3 Minor changes to the accounts that were recommended by the Committee have been incorporated into the version presented to the Board.

2. INTRODUCTION

- 2.1 The Audit and Risk Committee is a statutory committee of the NHS 24 Board, responsible for providing assurance required for the Board and key stakeholders that the system of internal controls including risk assessment and management processes are functioning effectively and adding value throughout the organisation.
- 2.2 The Committee oversees legal and statutory compliance within the NHS Scotland regulatory framework, this specifically includes reviewing the completeness and accuracy of the Annual Report and Accounts and the External and Internal Audit Annual Reports.

3. THE FINANCIAL STATEMENTS

- 3.1 The Interim Director of Finance explained key aspects of the financial statements within the Annual Report and Accounts. This included a detailed review of the outturn financial position and an explanation of key variances between 2018/19 and 2019/20.
- 3.2 A small surplus was generated and additional brokerage payments were made in year. One of the largest changes between years on the Statement of Financial Position was a result of higher cash drawdown at year end to cover anticipated Covid-19 expenditure.

4. GOVERNANCE STATEMENT

- 4.1 The Annual Report and Accounts for 2019/20 include a formal Governance Statement which is prepared by the Chief Executive and reflects her view of

the effectiveness of the system of internal control across the organisation during 2019/20.

- 4.2 It is fundamental to each Accountable Officer's responsibilities to manage and control the resources used in their organisation. The Governance Statement is a key feature of the Annual Report and Accounts which comments on how these duties have been carried out in the course of the year and includes an assessment of the effectiveness of corporate governance and risk management.
- 4.3 The Committee considered the governance statement and concluded that the content represented a comprehensive and positive review of the adequacy and effectiveness of the system of internal control operating across the organisation including during 2019/20. The Committee also confirmed that further assurance can be taken from the specific and increasing Committee focus on the effectiveness of risk management.

5. AUDIT AND RISK COMMITTEE REVIEW OF THE WORK OF INTERNAL AND EXTERNAL AUDIT DURING 2019/20

- 5.1 The Committee reviewed the work as detailed in the Annual Reports from both the External and Internal Auditors. The Committee considered the formal opinions arising from them and supported the formal Annual Audit Opinion Statements from both.
- 5.2 The Committee specifically noted that both reports were positive and thanked the Executive Management Team and the wider support teams for all their efforts and hard work during 2019/20.

6. VERSION

- 6.1 The Committee noted a number of minor content and presentational changes required to be made to the final version of the Annual Report and Accounts. The version presented to the Board for approval incorporates those changes which the Interim Director of Finance confirmed would be actioned.

Mr Albert Tait
Chair
NHS 24 Audit and Risk Committee