

**North Ayrshire Health and Social Care Partnership
Performance and Audit Committee**

**Friday 6 March 2020 at 10.00 am
Garnock Committee Room, Cunninghame House, Irvine**

Present

John Rainey, NHS Ayrshire and Arran (Chair)
Councillor Timothy Billings, North Ayrshire Council (Vice-Chair)
Jean Ford, NHS Ayrshire and Arran
Louise McDaid, Staff Representative, North Ayrshire

In Attendance

Stephen Brown, Director of the North Ayrshire Social Care Partnership
Caroline Whyte, Head of Finance (HSCP)
Eleanor Currie, Principal Manager – Finance
Pat Kenny, External Auditor (Deloitte)
Neil McLaughlin, Manager (Performance and Information Systems), NAHSCP
Anne-Marie Fenton, Team Manager (Internal Audit)
Angela Little, Committee Services Officer, NAC

Apologies for Absence

Marie McWaters, Carers Representative

1.	Apologies	
	The Committee noted apologies.	
2.	Declarations of Interest	
	There were no declarations of interest in terms of Standing Order 7.2 and Section 5.14 of the Code of Conduct for Members of Devolved Public Bodies.	
3.	Minutes/Action Note	
	The accuracy of the Minutes of the meeting held on 19 December 2019 were confirmed and the Minutes signed in accordance with Paragraph 7(a) of Schedule 7 of the Local Government (Scotland) Act 1973.	

3.1	<p>Matters Arising from previous meeting</p> <p>Commissioning Strategy with Care Home Providers Caroline Cameron, Chief Finance and Transformation Officer provided an update on the Commissioning Strategy that is being developed with Care Home Providers. She advised that the strategy is nearing completion and a further meeting of the Reference Group will be arranged once this has been completed. A visit was made to Angus and planned visits will be made to Glasgow and Stirling.</p> <p>Community Based Support Actions Caroline Cameron, Chief Finance and Transformation Officer provided an update on the progress of actions to ensure community based support processes and controls are fit for purpose. She advised that the actions are still being progressed and the structure of the Finance Team is currently being reviewed. A report will be provided to the IJB PAC in June.</p> <p>2019/20 Performance Report – Quarter 2 Neil McLaughlin, Performance and Information Systems Manager reported that the Quarter 2 Performance Report will be published at the end of the month.</p> <p>Workplan Caroline Cameron, Chief Finance and Transformation Officer advised that a number of the areas on the workplan had slipped for a variety of reasons. A refresh of the workplan will be reported to the June meeting.</p> <p>Locality Model Caroline Cameron, Chief Finance and Transformation Officer advised that data is being gathered around the impact the locality model is having on prevention and early intervention work, the numbers of children being accommodated and the number of children being placed on compulsory and statutory measures. A report will be brought to the Committee once this exercise has been completed.</p>	<p>H. McArthur</p> <p>N. McLaughlin</p> <p>C. Cameron</p> <p>C. Cameron</p>
4.	<p>2019-20 Performance Report – Quarter 3</p>	
	<p>Submitted report by the Neil McLaughlin, Performance and Information Systems Manager on the reformatting of the IJB Quarterly Performance Report.</p> <p>The Quarter 3 Performance Report was appended to the report and provided a high-level overview of the progress being made in delivering the five strategic priorities as set out in the HSCP 3-year strategic plan. Appendix 1 gave details of MSG Trajectories within Rates. All Performance Measures were outlined at Appendix 2 and Appendix 3 provided information on workforce absence. Appendix 4 presented the Partnership Budget Objective Summary and a Glossary of Acronyms was set out at Appendix 5 to the Quarter 3 report.</p>	

	<p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Analysis of data for delayed discharges that has highlighted areas of inconsistency and double counting that will require to be validated and a report on delayed discharges will be provided to the June meeting; • Differing reablement assessment processes used by each Ayrshire IJB ; • Care at Home capacity and managing demand which is higher in North Ayrshire than the other Ayrshire areas; • The recruitment of a Mental Health Officer; • The commissioning of private sector Care Home providers and a report on the Commissioning Strategy with Care Home Providers that will be presented to the IJB in March 2020; • 3 year contracts with the private sector that will conclude in 2020; • The revocation of a moratorium from a private provider and recompense that has been agreed; • Work that is being done to collect like for like comparison data on the Health and Wellbeing Indicator – Bringing Services Together; • The national shortage of Psychologists and work that is being done with HR on recruitment; • Early analysis of data, in terms of prevention and early intervention work, that indicates a positive outcome from the locality working in Kilwinning; • The progress of the ASN site and work that is being done to minimise the delays; and • A report to the IJB in March on the IJB's financial position for period 10. <p>The Committee agreed that (a) a further report on delayed discharges be provided to the June meeting; and (b) to otherwise note the report.</p>	N. McLaughlin
5.	External Audit Plan	
	<p>Submitted report by Deloitte on the Audit of the North Ayrshire Integration Joint Board for the year ending 31 March 2020. The planning report was outlined at Section 1 and outlined:-</p> <ul style="list-style-type: none"> • Responsibilities of the Performance and Audit Committee; • Deloitte's audit explained; • Continuous communication and reporting; • Materiality; • Scope of work and approach; • Significant risks; • Wider scope requirements; • Maintaining audit quality; and • The purpose of the report and responsibility statement. 	

	<p>Appendices on Fraud responsibilities and representations, Independence and fees and the approach to quality were attached at Section 2 of the report. Section 3 of the report provided information on sector developments, including shaping the future of UK healthcare, 2019 Global Health Care Outlook, State of the State, Audit Scotland NHS in Scotland 2019 and what does climate change mean for business?</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • There were no significant differences from the 2019 report; and • That there have been no changes or directions from the Accounts Commission in relation to the audit approach. <p>Noted.</p>	
6.	Internal Audit Reports Issued	
	<p>Submitted report by the IJB Chief Internal Auditor on the findings of relevant Internal Audit work. Appendix 1 to the report gave details of the full audit report from the Performance and Audit Committee's agreed audit assignment for 2019/20. Appendices 2 and 3 provided recently completed audits within relevant services areas of North Ayrshire Council (App 2) and NHS Ayrshire and Arran (App 3).</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • A review of the Self Directed Support that is being undertaken; and • The benefits of a dedicated North Ayrshire IJB Finance Team, as acknowledged by the Grant Thornton Internal Audit report. <p>Noted.</p>	
	The meeting ended at 11.15 a.m.	

**North Ayrshire Health and Social Care Partnership
Performance and Audit Committee**

**Thursday 25 June 2020 at 11.00 am
Remote meeting via Teams**

Present

John Rainey, NHS Ayrshire and Arran (Chair)
Councillor Timothy Billings, North Ayrshire Council (Vice-Chair)
David Donaghy, Staff Representative, NHS Ayrshire and Arran
Louise McDaid, Staff Representative, North Ayrshire

In Attendance

Stephen Brown, Director of the North Ayrshire Social Care Partnership
Caroline Cameron, Chief Finance and Transformation Officer
Eleanor Currie, Principal Manager (Finance)
Alison Sutherland, Head of Service (Children, Families and Justice Services)
Paul Doak, Senior Manager (Internal Audit, Risk and Fraud)
Neil McLaughlin, Manager (Performance and Information Systems)
Helen McArthur, Senior Manager (Health and Community Care)
Peter McArthur, Senior Manager (Addictions)
Angela Little, Committee Services Officer

Also in Attendance

Melanie Anderson, Senior Manager (Committee and Member Services and AST)
Scott Paterson, Customer Solutions Technician IT

Apologies for Absence

Marie McWaters, Carers Representative
Jean Ford, NHS Ayrshire and Arran

1.	Apologies	
	The Committee noted apologies.	
2.	Declarations of Interest	
	There were no declarations of interest in terms of Standing Order 7.2 and Section 5.14 of the Code of Conduct for Members of Devolved Public Bodies.	

3.	Minutes/Action Note	
	The accuracy of the Minutes of the meeting held on 6 March 2020 were confirmed and the Minutes signed in accordance with Paragraph 7(a) of Schedule 7 of the Local Government (Scotland) Act 1973.	
3.1	Matters Arising from previous meeting <p>The Committee was advised as a result of the impact of Covid-19 on staffing and resources, the actions from the previous meeting, including the Commissioning Strategy with Care Home Providers, would be reported to the meeting in September.</p> <p>Noted.</p>	<p>Helen McArthur Caroline Cameron Neil McLaughlin</p>
4.	2019-20 Performance Report – Quarter 4	
	<p>Submitted report by the Neil McLaughlin, Performance and Information Systems Manager on the performance monitoring information for the Partnership in delivering the strategic priorities as set out in the strategic plan and against the national outcomes.</p> <p>The Quarter 4 Performance Report was appended to the report and provided a high-level overview of the progress being made in delivering the five strategic priorities as set out in the HSCP 3-year strategic plan. Appendix 1 gave details of MSG Trajectories within Rates. All Performance Measures were outlined at Appendix 2 and Appendix 3 provided information on workforce absence. Appendix 4 presented the Partnership Budget Objective Summary and a Glossary of Acronyms was set out at Appendix 5 to the Quarter 4 report.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Discussions with HR on sickness absence recording as a result of Covid-19; • Co-location of 3 towns children's services in the new Ardrossan campus that will provide better opportunities for young people; • Monitoring of PPE levels to ensure sufficient stock levels and recent guidance recommending masks and coverings for those in acute settings; • The PPE hub that is open 7 days a week and has issued 130,000 items in the last few weeks; • Work that will be done to ascertain the reasons for the reductions in the number of admissions to acute hospitals and the unscheduled hospital beds in February, prior to the pandemic; • That a refresh of the indicator targets will be set up for Quarter 1 and will be reported to the September meeting. 	<p>Neil McLaughlin</p>

	The Committee noted (a) the improvements that had been made and the outstanding work that had been done across the service to meet the demands of the pandemic; and (b) the content of the report.	
5.	North Ayrshire Health and Social Care Partnership and ADP Performance Management Report	
	<p>Submitted report by Peter McArthur, Senior Manager (Addictions) on the performance management report for the North Ayrshire Health and Social Care Partnership and ADP. The report provided details of the performance management indicators:-</p> <ul style="list-style-type: none"> • Waiting times – alcohol treatment; • Waiting times – drug treatment; • Alcohol brief interventions; • Naloxone supplied; • Lives saved; • Drug related deaths; and • Prevention and service support activity. <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • the ADP Subgroup that is updating the Improvement Plan that will be brought to the IJB PAC on a 6-monthly basis; • few drug related deaths in the last few months, despite changes to the Methadone Programme; • signposting to services supporting gambling addiction; • a change in the reporting of drug related deaths by Police Scotland to ADP that is being currently being investigated. <p>Noted.</p> <p>Peter McArthur left the meeting at this point.</p>	Peter McArthur
6.	2019/20 Annual Performance Report	
	<p>Submitted report by Neil McLaughlin, Performance and Information Systems Manager on the annual performance report for 2019/20.</p> <p>The report provided details of the impact of Covid-19 on staffing resources across the partnership, guidance on the core suite of integration indicators, MSG measures and communication. It proposed to delay the publication of the Annual Performance Report until after 31 July and no later than 30 September 2020.</p>	

	<p>The Committee agreed to the revised deadline to publish the Partnership 2019/20 Annual Performance Report after 31 July and no later than 30 September 2010.</p>	<p>Neil McLaughlin</p>
7.	2019/20 Year-End Financial Performance	
	<p>Submitted report by Eleanor Currie, Manager (HSCP Finance and Transformation) on the year-end financial performance 2019/20, which provided information on:-</p> <ul style="list-style-type: none"> • Explanations of main areas of variance; • Movement in projected outturn position and plans to improve projections; • Update on progress with savings delivery; • Budget changes requiring IJB approval; • Impact of the outturn on IJB reserves position; • Lead partnerships and the impact of risk sharing; and • Updated information on the usage of set-aside resource. <p>Appendix A provided a detailed financial overview of the Partnership budgetary position while Appendix B gave a detailed variance analysis. Appendix C presented an overview of the savings plan, with Appendix D highlighted the movement in the overall budget position.</p> <p>The Committee was advised of a typographical error at 2.14 of the report, the figure of £2.81m should read as £2.081m.</p> <p>Members asked a question and were provided with further clarification in relation to specific reductions requiring PAC approval that included:-</p> <ul style="list-style-type: none"> • insurance and property excess charges; • medical discretionary points; • Iona/Lewis resource transfer for patients to South; • Lochranza resource transfer for patients to East; and • Previously agreed contributions to pressures included as part of the 2019/20 budget in respect of GP inflation to East and Joint Store funding to South, represent the North contribution to pan-Ayrshire services. <p>The Committee agreed to (a) note the overall integrated financial performance report for the financial year 2019-20 and the overall reported year-end overspend of £0.154m (after new earmarking); (b) note that this position is after the allocation of £1.486m debt repayment budget from North Ayrshire Council, prior to this the position was an overspend of £1.640m; (c) note the IJB will be asked to approve the budget changes outlined at section 2.11; and (d) approve the required earmarking of £0.207m of reserves to reinstate specific ring-fenced Scottish Government funding.</p>	

8.	Unaudited Annual Accounts 2019/20	
	<p>Submitted report by the Chief Finance and Transformation Officer, on the North Ayrshire IJB Unaudited Annual Accounts for 2019-20 which require to be submitted to External Audit and published by 30 June 2020. The full Unaudited Accounts were detailed within Appendix 1 to the report.</p> <p>Members asked a question and were provided with further information in relation to the requirements governing the format and content of the accounts, as outlined in the Code of Practice on Local Authority Accounting in the UK.</p> <p>The Committee agreed to approve (a) the Annual Governance Statement for 2019/20 contained within the Unaudited Annual Accounts; (b) the Unaudited Annual Accounts to the period 31 March 2020; and (c) submission of the Unaudited Accounts to Deloitte for formal audit.</p>	Caroline Cameron
	The meeting ended at 12.10 p.m.	