



North Ayrshire Health and Social Care Partnership Performance and Audit Committee

**Wednesday 29 November 2017 at 10.00 a.m.
Irvine and Kilwinning Committee Room, Cunninghame House, Irvine**

Present

Councillor Timothy Billings, North Ayrshire Council (Chair)
Mr Bob Martin, NHS Ayrshire and Arran (Vice-Chair)
David Donaghey, Staff Representative, NHS Ayrshire and Arran
Louise McDaid, Staff Representative, North Ayrshire
Marie McWaters, Carers Representative

In Attendance

Stephen Brown, Interim Director of the North Ayrshire Social Care Partnership NAHSCP
Debbie Campbell, Team Manager (Performance) NAHSCP
Thelma Bowers, Head of Service (Mental Health) NAHSCP
Anne-Marie Fenton, Team Manager – Internal Audit
Jo Gibson, Principal Manager (Planning and Performance) NAHSCP
Margaret Hogg, Section 95 Officer, NAHSCP
Isabel Marr, Senior Manager (Long Term Conditions), NAHSCP
Diane McCaw, Committee Services Officer

1. Apologies

There were no apologies submitted in respect of members of the Committee.

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

The accuracy of the Minutes of the meeting held on 7 September 2017 were confirmed and the Minutes signed in accordance with Paragraph 7(a) of Schedule 7 of the Local Government (Scotland) Act 1973.

4. Self-Directed Support Progress Report 2017 (Audit Scotland)

Submitted report by Isabel Marr, the Senior Manager (Long Term Conditions) providing an update on the Self-Directed Support (SDS) progress from a national and local perspective.

The SDS Strategy Implementation Plan 2016-2018, together with information on the four statutory principles of SDS, were detailed at Appendices 1 and 2 to the report. Appendices 3 and 4 provided information on practitioner consultation feedback and the Audit Action Plan.

Members asked questions and were provided with further information on the following:-

- the flexibility provided by SDS in terms of working around the individual to ensure they have care in place that is effective for them;
- any barriers to the recruitment of carers;
- concerns around ensuring that appropriate health and safety arrangements are in place as raised with the staff representative;
- that the Ethical Care Charter needs to link into SDS;
- getting the message across in terms of the payment of the living wage and access to pensions for personal assistants;
- that the paperwork around SDS is complicated and needs to be reviewed and that this process has already been started;
- the need to be more pro-active to highlight the aspects of SDS which are working well;
- the resources within the small SDS Team and the possibility of employing an additional staff member through time;
- any savings evidenced by the implementation of SDS;
- that targeted stakeholder and carer consultations will take place early in the New Year in relation to the changes to the Integration Scheme; and
- that phase 2 of the challenge fund monies could potentially provide some resource around training and development and publicity materials in terms of SDS.

Stephen Brown

The Interim Director undertook to look at support going forward in terms of some of the issues highlighted for SDS and to ensure that people are given the right choices at the right time.

The Committee agreed to note the report.

5. Internal Audit Reports Issued

Submitted report by Paul Doak, the IJB Chief Internal Auditor, on the key findings of Internal Audit work from the approved audit plans.

The appendices to the report provided a summary of the key findings from audit work carried out within North Ayrshire Council in service areas that fall within the remit of Health and Social Care and relevant audit work completed within NHS Ayrshire and Arran.

Members asked questions and were provided with further information on the following:-

- the large number of staff who have moved jobs within the Council or Partnership still having inappropriate access to confidential information contained in the Childcare folder;
- that cyber security is also an issue being addressed within the NHS with concern highlighted around resources;
- next year's Audit Plan focussing a piece of work around access permissions and access to shared drives for staff;
- the requirement for IT to be involved in the wider audit work that will be carried out;
- that there needs to be an awareness of the specific job roles carried out by workers within residential units in terms of any updates to financial procedures;
- that Internal Audit monitor progress in terms of each of the actions highlighted within the Audit reports and update on a quarterly basis; and
- that an Engagement Steering Group has been established to share process in terms of Ayrshire-wide public engagement .

The Committee agreed to note the current position in terms of the audit matters set out in the report.

6. Quarter 2 2017-18 Performance Report

Submitted report by Debbie Campbell, Team Manager (Performance) on the Quarter 2 2017-18 Performance Report for the Partnership.

The report provided (a) a high level overview of the progress made by the Health and Social Care Partnership in delivering the five strategic priorities as set out in the Strategic Plan and also against the national outcomes; and (b) details of mitigating action in relation to underperformance.

The Principal Manager (Planning and Performance) highlighted the changes to the format of the report including linking indicators to actions and that the Ministerial Steering Group indicators now form part of the body of the report.

Thelma Bowers, Head of Service (Mental Health) gave an overview of highlights for mental health including change programme developments which will make a significant impact to services over the next few years, weekend clinics to streamline waiting lists, review of mental health teams and work around services in relation to

CAMHS. The need to look at the expansion of dashboard targets to make them more explicit was also highlighted.

Members asked questions and were provided with further information in relation to:-

- the setting of clear indicators and targets will be resolved next financial year following the redesign of the Strategic Plan;
- the overall immunisation uptake figures for children and that additional information on this can be provided to the next meeting;
- clarification on the purchased care services covered by contract and the work that is ongoing to ensure formal contractual procurements arrangements are in place for every contract;
- improvements in relation to delayed discharges;
- joined up working through the MADART group, locality forum chairs and local head teachers in relation to missing children;
- the ongoing work in relation to record keeping at Ward 1 and development days for staff; and
- reporting methods to Government Committees and the success in relation to community payback orders which has led to funding being transferred from Scottish prison services to community justice services.

The Committee agreed to note the report.

7. Valedictory

The Chair advised Members that Margaret Hogg, Section 95 Officer, would be leaving the Council and the North Ayrshire Health and Social Care Partnership to take up a new post.

The Chair thanked Margaret for her valued contribution to the work of the Committee and wished her well in her new role. Members of the Committee joined the Chair in wishing Margaret well.

Margaret thanked the Chair and the Committee for their kind words.

8. Date of Next Meeting

The next meeting of the Integration Joint Board Performance and Audit Committee will be held on 8 March 2018. Business for that meeting will include the following:-

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| • Report on the External Audit operation budget | Stephen Brown |
| • Summary of Care Inspectorate report with highlights and key issues | Stephen Brown |
| • Report on Mental Welfare Commission annual visit and what is happening nationally and locally | Thelma Bowers |
| • Health Services on Arran – David Rowland to attend the meeting as he is leading the Arran review | David Rowland |

Noted.

The meeting ended at 11.45 am

Signed in terms of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2015
Signed by
Date