

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

**Friday 27 November 2020 at 10.00 am
involving participation by remote electronic means**

Present

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

In Attendance

Caroline Cameron, Chief Finance and Transformation Officer
Thelma Bowers, Head of Service (Mental Health)
David Thomson, Interim Head of Service (Health and Community Care)
Eleanor Currie, Principal Manager (Finance)
Anne-Marie Fenton, Team Manager (Financial Services)
Neil McLaughlin, Manager (Performance and Information Systems)
Peter McArthur, Senior Manager (Addictions)
Angela Little, Committee Services Officer

Apologies for Absence

Marie McWaters, Carers Representative
Alison Sutherland, Interim Chief Officer
Paul Doak, IJB Chief Internal Auditor

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 25 June 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	<p>Matters Arising from previous meeting</p> <p>The Committee was advised that the following areas had been delayed as a result of Covid. Work is continuing and updates would be provided to future meetings:-</p> <ul style="list-style-type: none"> • Commissioning Strategy with Care Home Providers; • Community Based Support Actions; and • Locality Model. <p>The Committee agreed:-</p> <p>(a) to note that updates in respect of the Commissioning Strategy with Care Home Providers, Community Based Support Actions and the Locality Model would be provided to future meetings;</p> <p>(b) that Neil McLaughlin would provide a further report on Q3 delayed discharges; and</p> <p>(c) that an Action Log be prepared following each meeting and circulated with the agenda.</p>	<p>Caroline Cameron</p> <p>Neil McLaughlin</p> <p>Angela Little</p>
4.	<p>2019-20 Performance Report – Quarter 2</p>	
	<p>Submitted report by 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 2 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>The North Ayrshire HSCP and ADP Performance Management Report had also been circulated and was presented to the Committee by Peter McArthur, providing information on performance management indicators, waiting times, alcohol brief interventions and the Naloxone Bi-annual Report.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • The Previous Quarter Value Changes that related to actual values; • Targets would normally only be amended by exception “in year”. Any future reports will include the original target value and a brief narrative to explain the need for amendment, such as a cleansed process; 	

	<ul style="list-style-type: none"> • A recent Council survey on current working arrangements that showed the majority of those who responded were happy with homeworking and/or a balance of office/home working; • Involvement of HSCP in a variety of groups that feed into the Working Group that will consider the findings of the survey and future work models; • An invitation to Louise McDaid and David Donaghy to join the Partnership Senior Management Team; • The private session for the IJB in January 2021 that will consider a range of areas including remobilisation; • ADP funding that is committed to deliver the existing strategy; • Feedback that is awaited following unsuccessful ADP applications to a national Taskforce Fund to assist in the preparation of future applications; and • Consideration by the ADP Subgroup on a further breakdown of information to reference Arran and how the budget is allocated. <p>The Committee agreed:-</p> <p>(a) that future performance reports include the original target value, a brief narrative to explain the need for amendment (such as a cleansed process) in exceptional cases where targets have been amended;</p> <p>(b) the ADP Subgroup to consider breaking down information to reference Arran and show how the budget is allocated; and</p> <p>(c) to otherwise note the report.</p>	<p>Neil McLaughlin</p> <p>Peter McArthur</p>
5.	Internal Audit Reports Issued	
	<p>Submitted report by Paul Doak, IJB Chief Internal Auditor and presented by Anne-Marie Fenton, Team Manager (Financial Services) on the findings of relevant Internal Audit work. Appendix 1 to the report gave details of recently completed audits within relevant services areas of North Ayrshire Council. There were no relevant audits from NHS Ayrshire and Arran to report.</p> <p>Members asked questions and were provided with further information in relation to the allegations against a contracted care provider, that included :-</p> <ul style="list-style-type: none"> • Work that has been done to tighten controls on the CM2000 system; • Overpayments that were made as a result of manual adjustments and a meeting with the Provider to recover these overpayments; • Transfer of the admin support for CM2000 to the HSCP Performance and Systems Team to support robust contract monitoring; • A further audit that will be undertaken in 2021 and reported to the Committee. 	

	Noted.	
6.	Internal Audit Plan 2020/21	
	<p>Submitted report by the IJB Chief Internal Auditor and presented by Anne-Marie Fenton, Team Manager (Financial Services) on the approved audit plans for North Ayrshire Council and NHS Ayrshire and Arran and the proposed audit work for the North Ayrshire Integration Joint Board. Appendix 1 to the report detailed the proposed audit work within the NAIJB. Appendices 2 and 3 detailed the 2020/21 Internal Audit Plans for North Ayrshire and NHS Ayrshire and Arran respectively.</p> <p>The Committee was advised on the allocated number of days for IJB audit purposes and on the suggested audit in relation to governance arrangements of the IJB. Audits that were not able to be undertaken, for a variety of reasons, will be deferred until 2011/22 and included in the new Internal Audit Plan that will commence in February 2021 – March 2022.</p> <p>The Committee agreed to approve the proposed audit work within the NAIJB as detailed in Appendix 1 to the report.</p>	
	The meeting ended at 11.30 a.m.	

North Ayrshire IJB Performance and Audit Committee– Action Note

Updated following the meeting on 27 November 2020

No.	Agenda Item	Date of Meeting	Action	Status	Officer
1.	Matters Arising from previous meeting	27/11/20	The Committee agreed (a) to note that updates in respect of the Commissioning Strategy with Care Home Providers, Community Based Support Actions and the Locality Model would be provided to future meetings; (b) that Neil McLaughlin would provide a further report on Q3 delayed discharges; and (c) that an Action Log be prepared following each meeting and circulated with the agenda.		(a) Caroline Cameron (b) Neil McLaughlin (c) Angela Little
2.	2019-20 Performance Report – Quarter 2	27/11/20	The Committee agreed (a) that future performance reports include the original target value, a brief narrative to explain the need for amendment (such as a cleansed process) where targets have been amended; (b) the ADP Subgroup to consider breaking down information to reference Arran and show how the budget is allocated; and (b) to otherwise note the report.		(a) Neil McLaughlin (b) Peter McArthur