

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

**Friday 25 June 2021 at 10.00 am
involving participation by remote electronic means**

Present

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

In Attendance

Alison Sutherland, Head of Service (Children, Families and Criminal Justice)
Paul Doak, Head of Service (Finance and Transformation)
Eleanor Currie, Principal Manager (Finance)
Anne-Marie Fenton, Interim Chief Internal Auditor
Neil McLaughlin, Manager (Performance and Information Systems)
Kerry Logan, Senior Manager (Health and Community Care)
William Lauder, Senior Manager Inpatient (Mental Health) and Forensic Services
Coenraad Balfoort, Deloitte (External Auditors)
Angela Little, Committee Services Officer

Apologies for Absence

Caroline Cameron, Director
David Donaghy, Staff Representative, NHS Ayrshire and Arran

1.	Apologies	
	The Committee noted apologies and were advised that Marie McWaters, Carers Representative had stepped down from the IJB and IJB PAC.	
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 5 March 2021 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:-</p> <ul style="list-style-type: none"> • Commissioning Strategy with Care Home Providers – at its meeting on 17 June 2021, the IJB agreed that an update on the Commissioning Strategy be provided to a future meeting; • Q3 delayed discharges (pre/during Covid and remobilisation) will be included in the Q1 report to the next meeting; • Performance Report – a full review of measures will be undertaken and be reported in the Q1 report to the next meeting; • Community based support actions highlighted at a previous audit are now complete and an update will be circulated for information to the Committee; • Locality Model – the 6 Locality Planning Partnerships are currently reviewing their priorities and this information will inform the Locality Model – report to next meeting; • Directions – a pan-Ayrshire meeting has been arranged to agree a consistency of approach; and • CSWO Annual Report – a report on trends around overdose/ suicide was referred from the IJB. Confirmation on when this will be available is required. <p>The Committee agreed (a) that the Director confirm which meeting the following reports will presented to:- Commissioning Strategy, CSWO Annual Report – trends around overdose/suicide; (b) a report on the Locality Model be provided to the next meeting; and (c) an update on the community based support actions be circulated to Members.</p>	(a) + (b) Caroline Cameron; (c) Eleanor Currie
4.	2019-20 Performance Report – Quarter 4	
	<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 3 Performance Report was appended to the report and provided a high-level overview of the progress being made in delivering the 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"> • Clarification on the senior officer responsible for each red actions; • Revision of the measurement 'Children accessing direct payments', advice provided to parents on the four payment options that are available to them; • Prevention and early intervention to provide respite support and care to families to have their children remain at home and within their communities; • Continuous review of performance indicators, with a monthly review, a mid-way review and annual review undertaken; • A review of the BMI indicators, performance measures and targets that is being undertaken to examine whether there is clarity around the clinical and the epidemiological definition which would have an impact on the figures; • The BMI figure that is artificially low as a result of the low number of home visits made during the pandemic • Support that is offered to families on diet and nutrition, including the Jumpstart Tots programme; • Timescale details that will be included in future reports; • Supports in place to encourage breastfeeding, a positive UNICEF assessment around breastfeeding and funding that has been secured for an Infant Feeding Support Nurse; • The target for Liaison Services to see referrals within 60 minutes that will be reviewed; • Well-Being at Work policy introduced by the Council to encourage staff to take regular breaks, holidays and time off and use supports available to maintain their health and well-being; and • A 3 Year Workforce Plan that is being prepared and will emphasis well-being at work. <p>Noted.</p> <p>John Rainey left the meeting at this point.</p>	
<p>5.</p>	<p>Follow up of Internal Audit Actions</p>	
	<p>Submitted report by Anne-Marie Fenton, Interim IJB Chief Internal Auditor on internal audit actions due for completion on or before 31 March 2021 and not yet complete. Appendix 1 to the report outlined three outstanding actions, including the most recent information from the responsible officers and the proposed new timescales for completion.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Updates to Pentana that record revised timescales to ensure these timescales are pursued; 	

	<ul style="list-style-type: none"> • A pan-Ayrshire meeting on 21 July 2021 to progress work on directions and an update that will be provided to the next meeting; and • A draft lead partnership report that had been prepared and will be revised to include remobilisation and transformation funds that are now available. <p>Noted.</p>	<p>C. Cameron</p> <p>C. Cameron</p>
6.	Internal Audit Reports Issued	
	<p>Submitted report by Anne-Marie Fenton, Interim IJB Chief Internal Auditor on the findings of relevant Internal Audit work. Appendix 1 to the report outlined the review of IJB Governance Arrangements from the 2020/221 plan. The Audit Report from the NHS Ayrshire and Arran Internal Auditor, Grant Thornton, on Mental Health Services at Woodland View Hospital was attached at Appendix 2 to the report.</p> <p>Members asked questions and were provided with further information in relation to:</p> <ul style="list-style-type: none"> • The Governance Map that illustrates some of the decision-making mechanisms and inter-relationships of the IJB that will be circulated to the Committee; • A review of the Scheme of Delegation that is being undertaken by Legal Services; • Management of Aggression training in Wards 9,10 and 11 that had been impacted by the pandemic and that training had resumed at the end of May. <p>Noted.</p>	<p>K. Andrews</p>
7.	Internal Audit Annual Report 2021/21	
	<p>Submitted report by Anne-Marie Fenton, Interim IJB Chief Internal Auditor on the work of Internal Audit during 2020/21 for North Ayrshire IJB and an opinion on the governance, risk and internal control environment of the IJB.</p> <p>The Committee was advised that potential audit topics for the following year would be explored and reported to the next meeting of the Committee.</p> <p>Noted.</p>	<p>A-M. Fenton</p>

8.	Unaudited Annual Accounts 2021-21	
	<p>Submitted report by Paul Doak, Head of Service (Finance and Transformation) on North Ayrshire IJB's Unaudited Annual Accounts for 2020-21 which require to be submitted to External Audit and published by 30 June 2021.</p> <p>The full Unaudited Accounts were detailed within Appendix 1 to the report. Following the audit of the accounts by Deloitte, the Audited Annual Accounts will be submitted to the IJB for approval in August 2021 and will be accompanied with the External Audit findings as part of the audit.</p> <p>Members asked questions and were provided with further information in relation to the £5.293m debt to the Council and the repayment of £1.486m as per the agreed repayment plan</p> <p>The Committee agreed to approve (a) the Annual Governance Statement for 2020-21 contained within the Unaudited Annual Accounts; (b) the Accounting Policies which have been adopted in the preparation of the Annual Accounts; and (c) the Unaudited Annual Accounts to the period 31 March 2021 and to submit them to Deloitte for formal audit.</p>	P. Doak
9.	Deloitte - 'Audit Dimensions and Best Value'	
	<p>Submitted report by External Auditors Deloitte on the 'Audit Dimensions and Best Value' for the year ended 31 March 2021. The scope of the audit work was risk based and proportionate, and covered the four audit dimensions of Financial Management, Financial Sustainability, Governance and Transparency and Value for Money. Responsibilities in relation to Best Value had been incorporated into the audit work. Appendix 1 to the report outlined the purpose of the report and responsibility statement. The Action Plan with recommendations for improvement was attached at Appendix 2 to the report.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Progress in achieving savings that is detailed in the Financial Monitoring report; • Work that will be done to update the Medium Term Financial Plan; • A small draw on reserves to achieve financial balance; • An Induction Training programme for IJB members that is planned to be completed by March 2022; and 	

	<ul style="list-style-type: none"> A minor amendment to the work planned by the Health Board's internal auditors resulting in resources being redirected to an alternative project on Delayed Discharges and will be reported to the September meeting. <p>Noted.</p>	A-M. Fenton
	The meeting ended at 11.50 a.m.	

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