AUDIT AND PERFORMANCE COMMITTEE OF THE PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Audit and Performance Committee of the Perth and Kinross Integration Joint Board (IJB) held in the Council Chambers, Ground Floor, Council Building, 2 High Street, Perth on Friday 30 November 2018 at 9.30am.

Present: Councillors C Purves (Chair) and E Drysdale (both Perth and Kinross Council); R Peat, Tayside NHS Board, J Foulis, Associate Nurse Director, NHS Tayside; and B Campbell, Carer Public Partner.

In Attendance: A Drummond, Staff Representative, NHS Tayside; R Packham, Chief Officer; J Smith, Chief Financial Officer; E Devine, M Rapley and P Jerrard (all Perth and Kinross Health and Social Care Partnership); S Hendry and A Taylor, Democratic Services, Perth and Kinross Council; and T Gaskin, Chief Internal Auditor, Perth and Kinross IJB.

Apologies: N Beech, Tayside NHS Board; and D Fraser, Perth and Kinross Health and Social Care Partnership.

1. WELCOME AND APOLOGIES

Councillor Purves welcomed all those present to the meeting and apologies were submitted and noted as above.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Perth and Kinross Integration Joint Board Code of Conduct.

3. MINUTES OF PREVIOUS MEETING

3.1 MINUTE OF MEETING OF THE AUDIT AND PERFORMANCE COMMITTEE OF 20 SEPTEMBER 2018

The minute of meeting of the Audit and Performance Committee of the Perth and Kinross Integration Joint Board of 20 September 2018 was submitted and approved as a correct record.

3.2 ACTION POINTS UPDATE

The Action Point Update (Report G/18/202) from the meeting of 20 September 2018 was submitted and noted.

3.3 MATTERS ARISING

Item 3.5 – Role of Audit and Performance Committee Moving Forward

R Packham advised that at the NHS Tayside Board meeting held on 25 October 2018 a discussion was held around the potential establishment of a Clinical Care Governance Committee of the IJB where the Board advised that this would be a helpful development.

4. GOVERNANCE

4.1 AUDIT AND PERFORMANCE COMMITTEE – REVISED TERMS OF REFERENCE

There was submitted a report by the Chief Financial Officer (G/18/205) detailing the revised Terms of Reference for the Audit and Performance Committee of the Integration Joint Board (IJB).

Resolved:

(i) The revised Audit and Performance Committee Terms of Reference, as detailed in Appendix 1 of Report G/18/205, be noted.

(ii) It be noted that the revised Audit and Performance Committee Terms of Reference, detailed in Appendix 1 to Report G/18/205, would be considered for approval by the Integration Joint Board following this meeting.

5. ASSURANCE: INTERNAL CONTROL AND RISK MANAGEMENT

5.1 RISK MANAGEMENT PROGRESS UPDATE

There was submitted a report by the Chief Financial Officer (G/18/203) presenting the Audit and Performance Committee with a Perth and Kinross Health and Social Care Partnership (PKHSCP) Risk Register and a revised Risk Management Framework.

Resolved:

(i) The Strategic Risk Register, as detailed in Appendix 1 to Report G/18/203, be approved.

(ii) The refreshed Risk Management Framework, as detailed in Appendix 2 to Report G/18/203, be approved.

(iii) The next steps, including the development of action plans in relation to red risks and the development of risk registers for each Programme Board, be noted.

(iv) It be noted that the Chief Internal Auditor advised for clarity that Perth and Kinross IJB only has responsibility for strategic risks and not any of the operational risks.

(v) The Risk Management Framework incorporating any suggested changes following the engagement process with the other IJB's, the NHS and local authorities be brought back to a future meeting of this Committee.

5.2 HM INSPECTORATE OF PRISONS FOR SCOTLAND – HMP PERTH INSPECTION

There was submitted a report by the Head of Health (G/18/204) providing an update following the inspection carried out by HM Inspectorate of Prisons for Scotland supported by Health Improvement Scotland (HIS) in HMP Perth between 14 May and 1 June 2018.

Resolved:

(i) The work undertaken to date following the inspection be noted.

(ii) It be noted that the improvement plan was approved by the Perth and Kinross Care, Clinical and Professional Governance Forum on 2 November 2018.

(iii) The improvement plan be noted and approved for submission to Health Improvement Scotland.

(iv) It be noted that a mock inspection was carried out during the week commencing 15 November 2018.

(v) It be noted that Health Improvement Scotland returned for three days from the 26 November 2018 to carry out an interim inspection.

(vi) It be noted that a full HMIPS re-inspection will take place in approximately 12 months' time.

(vii) It be acknowledged and supported that the service will continue with the patient safety collaborative.

(viii) It be acknowledged that the service will continue working with wider healthcare services including public health, mental health and substance misuse and other partners including Criminal Justice, Police and Procurator Fiscal to develop new models of care which meet the needs of the population of both HMP Perth and HMP Castle Huntly.

6. FOR INFORMATION / NOTING

No further business.

7. PRIVATE DISCUSSION

There was no private discussion between members of the Committee and the Chief Internal Auditor.

8. DATE OF NEXT MEETING / DEVELOPMENT SESSION

Tuesday 19 February 2019.

9 VALEDICTORY

It was noted that this was Robert Peat's last meeting as a member of the Committee now that he had taken up the position of Chair of the IJB. Councillor Purves thanked Dr Peat for his contribution and commitment to the work of the Committee since his appointment.