

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 via Microsoft Teams on Monday 13 December 2021 at 9.30am.

Present: Councillors C Purves (Chair) and J Duff (Perth and Kinross Council), P Kilpatrick and B Hamilton (substituting for R Erskine) (Tayside NHS Board), B Campbell (Carer Public Partner) (during Item 4.1).

In Attendance: S Peterson, S Auld, L Glover and S Hope (all IJB Members); G Paterson, Chief Officer, J Smith, Head of Finance and Corporate Services, C Jolly, E Devine (up to and including Item 4.1), Z Robertson, K Ogilvy, A McPherson, G Morrison (up to and including Item 4.1) and P Jerrard (all Perth and Kinross Health and Social Care Partnership); J Clark, Chief Internal Auditor; and S Hendry, A Taylor, M Pasternak and A Brown, Corporate and Democratic Services (Perth and Kinross Council).

Apologies: R Erskine (Tayside NHS Board).

Councillor Purves, Chair.

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. MINUTE OF PREVIOUS MEETING

3.1 MINUTE OF MEETING OF THE AUDIT AND PERFORMANCE COMMITTEE OF 13 SEPTEMBER 2021

The minute of meeting of the Audit and Performance Committee of the Perth and Kinross Integration Joint Board of 12 September 2021 was submitted and approved as a correct record.

3.2 ACTION POINTS UPDATE

The Action Points Update (Report G/21/104) was submitted and updates provided thereon.

3.3 MATTERS ARISING

There were no matters arising.

4. PERFORMANCE

4.1 LOCALITY UPDATE PERTH CITY

Allison McPherson and Gillian Morrison provided the Board with a slide-based presentation giving a Locality Update on Perth City

The Board thanked the presenters for the highly informative presentation and noted the position.

4.2 2021/22 FINANCIAL POSITION

There was submitted a report by the Head of Finance and Corporate Services (G/21/171) providing an update on the 2021/22 projected year-end out-turn based on financial performance for the seven months to 31 October 2021.

J Smith reported that the financial forecast for 2021/22 based on actual expenditure for the first 7 months is a break even position. This is in line with the approved budget and only £1.53m of reserves is required to deliver this break even position which is less than £2m than expected.

Covid costs of £8.7m are now forecast. The Head of Finance and Corporate Services advised that these forecasted costs are kept under significant monthly review and assured the Committee that all actions are being taken to minimise and manage any additional costs. Scottish Government funding of £3.6m has been confirmed to meet Covid pressures over and above IJB Covid Reserves of £4.6m, however it is expected that the £0.5m balance will be fully met.

The improved forecast year end position means that the forecast reserves carry forward 2022/23 position for un-earmarked reserves is higher than expected. This includes the unused NHS Tayside bridging reserve monies. A number of potential uses of non-recurring reserves have been included in the 2022/23 draft budget, as discussed at the recent IJB meeting, and will be taken forward as part of the upcoming budget process.

Councillor Duff queried the unachieved saving reported of £0.708m at section 6.2 of the report in relation to the Review of Contributions Policy and the discussions with Perth and Kinross Council (PKC) regarding this being funded by them and why this would be the case. J Smith advised that PKC colleagues have intimated that this is their responsibility to provide the non-recurring support to offset the shortfall in income given that it was their decision to delay the review.

Resolved:

- (i) The overall projected out-turn of break-even after the application of reserves, be noted.

- (ii) The Covid-19 Response and Remobilisation costs of £8.687m, expected to be met by the IJB Covid-19 Reserve and additional Scottish Government funding, be noted.
- (iii) The update regarding the IJB reserves position for 2021/22 as detailed in Report G/21/171, be noted.
- (iv) It be noted that there may be a potential future impact from financial risks on the financial forecast, against which mitigating actions continue to be identified.

4.3 SIX MONTH PROGRESS REPORT ON REMOBILISATION AND KEY STRATEGIC PERFORMANCE INDICATORS

There was submitted a report by the Chief Officer (G/21/172) providing an update on progress made in respect of Remobilisation actions and performance against the core set of integration performance indicators.

The report highlighted that an appropriate benchmarking group has been identified which will allow more meaningful benchmarks to be made rather than reporting against the Scottish average as has happened up until now. G Paterson also discussed the pilot of a new tool to gather patient and user feedback. Currently the Partnership relies heavily on complaints and comments but this new approach will allow more proactive work in this area. It is anticipated that this will allow qualitative as well as quantitative data to be gathered and enable the Partnership to make steps to measure the impact of the services we deliver upon the people who receive them.

The performance indicators also demonstrate that the Covid19 pandemic has had a significant impact on service provision and on performance over the last 18 months. This makes for difficulties in drawing meaningful comparisons over the previous years so performance information has been included from 2019/20. In that regard there is only 1 indicator where our performance has deteriorated and this relates to Falls. G Paterson advised that the Partnership is continuing to examine what this tells us and what can be done to improve falls performance.

Councillor Duff queried the Falls data and if comparisons were made to people aged over 65 and not the whole population of Perth and Kinross. C Jolly advised that the falls data related to a rate per 1000 population so is comparable. However wider demographic issues beyond age are not factored in and this may affect comparisons between Perth and Kinross and other areas in Scotland. C Jolly also stated that given there appears to have been an increase in the reporting of falls it may be the case that the Partnership is good at reporting and recording that falls have occurred. This could mean that a red number in relation to this indicator might not mean poor performance. G Paterson stated that we need to clarify if the people who fall are already known to services and if there is something we should be doing differently. The figures continue to provide the Partnership with some concern as we have a strong commitment to mitigating programmes like Care about Physical Activity, which aim to reduce the likelihood of people suffering falls.

Resolved:

The Health and Social Care Partnership's performance to date, be noted.

THERE FOLLOWED A SHORT RECESS AND THE MEETING RECONVENED AT 11.10AM

5. GOVERNANCE & ASSURANCE

5.1 STRATEGIC RISK MANAGEMENT UPDATE

There was submitted a report by the Chief Officer (G/21/173) providing an update on (1) the Integration Joint Board Strategic Risk Register; (2) the progress of the improvement actions being taken to improve the overall control environment and further mitigate the risks; and (3) new or emerging risks and material changes to existing risks.

Councillor Purves queried the decision taken to archive the strategic risk concerning Insufficient Preparedness for Future Covid-19 Pressures, and if the current situation in the pandemic meant that this was still the appropriate direction. The Chief Officer advised that the decision to archive the risk reflects the vast experience gained, the mitigations incorporated and the ability of the Partnership to flex and respond during each wave of the pandemic. The pandemic has presented many different challenges and the emerging information on Omicron is presenting further challenges as the evidence suggests increased transmission. Further response is expected from the UK and Scottish Governments so the Chief Officer advised that EMT will consider this in the coming weeks and make a determination on the validity of the decision to archive the risk.

Resolved:

- (i) The IJB's Strategic Risk Register and Strategic Risk Improvement Plan as detailed in Report G/21/173, be noted.
- (ii) The current position of the IJB's strategic risk exposure scores as detailed in Section 2 of Report G/21/173, be noted.
- (iii) The imminent inclusion of the new strategic risk in relation to GP Sustainability as detailed in Section 3 of Report G/21/173, be noted.

5.2 PARTNERSHIP IMPROVEMENT PLAN UPDATE

There was submitted a report by the Chief Officer (G/21/174) providing an update on progress against the actions within the Partnership Improvement Plan.

Resolved:

The progress towards the achievement of actions within the Partnership Improvement Plan as detailed in Report G/21/174, be noted.

5.3 AUDIT RECOMMENDATIONS UPDATE

There was submitted a report by the Head of Finance and Corporate Services (G/21/175) providing an update on progress on the implementation of all internal and external audit recommendations arising since the formal inception of the Integration Joint Board on 1 April 2016.

The Committee heard that 1 audit recommendation is overdue and this is in relation to Corporate Support. J Smith advised that a review of corporate support has been undertaken and proposals developed, so this recommendation is on track. This will form part of the budget proposals which will come forward in the New Year.

J Smith further advised that work will soon commence to determine if the Audit Recommendations and Partnership Improvement Plan reports can be combined to produce a single good governance action plan.

The Chief Officer commented on the proposed restructure of the Executive Management Team as mentioned at previous meetings. G Paterson advised that the direction of this has now changed and that the focus of our activity will now be to ensure that the Partnership has more resilience, sustainability and continuity. There are a number of people on temporary contracts and a significant number of new initiatives and developments that require corporate support to programme manage. In this respect, Heads of Service will be asked to bring forward proposals around how this resilience can be built and to address the temporary contracts to allow the Partnership to move towards a position of greater stability. The Executive Management Team is concerned about how precarious the current arrangements are and the risks that fall from this so the actions to mitigate these will be accelerated.

Resolved:

- (i) The progress made to date on implementing agreed recommendations, be noted.

5.4 INTERNAL AUDIT PROGRESS REPORT

There was submitted a report by the Chief Internal Auditor (G/21/176) providing an update on progress in relation to Internal Audit's planned activity.

Resolved:

The progress made with the delivery of the 2020/21 and 2021/22 plans as detailed in Appendix 1 to Report G/21/176, be noted.

S AULD LEFT THE MEETING AT THIS POINT.

IT WAS AGREED TO VARY THE ORDER OF BUSINESS AND CONSIDER ITEM 6.3 AT THIS POINT.

6. CLINICAL CARE GOVERNANCE

6.3 CLINICAL CARE GOVERNANCE RISK ESCALATION REPORT

There was submitted a report by the Chief Officer (G/21/179) identifying significant operational clinical care governance risks which are likely to impact on Perth and Kinross Integration Joint Board's Strategic Objectives and which therefore require to be included in the IJB Strategic Risk Register.

G Paterson provided the Board with a slide-based presentation.

The Chair stated that the paper was circulated prior to today's meeting to Members for comment and that any further comments after the meeting would be welcome. The Audit and Performance Committee expressed support for the contents of the paper with P. Kilpatrick echoing this endorsement and welcomed the level of assurance provided.

Resolved:

The assessment of Partner's Operational Risks and the assurance provided at Section 2 of Report G/21/179, be noted.

6.1 NHS TAYSIDE CARE GOVERNANCE COMMITTEE MINUTE OF 5 AUGUST 2021 FOR NOTING

The minute of meeting of the NHS Tayside Care Governance Committee of 5 August 2021 (G/21/177) were submitted for information and noted.

6.2 PERTH AND KINROSS HSCP CLINICAL AND CARE GOVERNANCE UPDATE REPORTS – AUGUST AND OCTOBER FOR NOTING

The Perth and Kinross HSCP Clinical and Care Governance Update Reports for August and October 2021 (G/21/178) were submitted for information and noted.

7. FOR INFORMATION

There were submitted and noted the following reports for information:

7.1 AUDIT & PERFORMANCE COMMITTEE WORK PLAN 2021/22 (G/21/180)

7.2 AUDIT & PERFORMANCE COMMITTEE RECORD OF ATTENDANCE 2020/21 (G/21/181)

8. PRIVATE DISCUSSION

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

9. DATE OF NEXT MEETING

Monday 7 March 2022 at 9.30am.