



## **MINUTE OF MEETING OF THE MORAY INTEGRATION JOINT BOARD**

### **AUDIT, PERFORMANCE AND RISK COMMITTEE**

**Thursday, 28 March 2019**

**Inkwell Main, Elgin Youth Café, Francis Place, Elgin, IV30 1LQ**

#### **PRESENT**

Ms Tracey Abdy, Councillor Tim Eagle, Ms Pam Gowans, Councillor Louise Laing, Mr Steven Lindsay, Mr Sandy Riddell, Mr Atholl Scott, Mrs Susan Webb

#### **APOLOGIES**

Ms Elidh Brown

#### **IN ATTENDANCE**

Ms Heidi Tweedie (substituting for Ms Elidh Brown); Ms Maggie Bruce, Senior Audit Manager, Audit Scotland; Ms Jeanette Netherwood, Corporate Manager; Mr Bruce Woodward, Senior Performance Manager and Mrs Caroline Howie, Committee Services Officer, Moray Council, as clerk to the meeting.

#### **1 Chair of Meeting**

The meeting was chaired by Mrs Susan Webb.

#### **2 Declaration of Member's Interests**

There were no declarations of Members' interests in respect of any item on the agenda.

#### **3 Minute of Meeting dated 13 December 2018**

The minute of the meeting of the Moray Integration Joint Board Audit, Performance and Risk Committee dated 13 December 2018 was submitted and approved.

#### **4 Action Log of Meeting dated 13 December 2018**

The action log of the Moray Integration Joint Board Audit, Performance and Risk Committee dated 13 December 2018 was submitted and discussed and it was noted that, other than the following, all actions due had been completed:

- i. Item 4 - Audit Scotland - Update Report on Health and Social Care Integration - self assessment information yet to be received from the Government, therefore to be presented to the next meeting; and
- ii. Item 5 - Payment Verification Assurance Update - not completed, due date moved to next meeting.

#### **5 Quarter 3 (October - December 2018) Performance Report**

A report by the Chief Financial Officer updated the Committee on performance as at Quarter 3 (October - December) 2018/19.

The Committee was advised that Delayed Discharges are on the increase, despite ongoing work to reduce this. This had previously been a winter issue but is now an issue all year round.

Discussion took place on the key issues raised, namely Delayed Discharges, Complaints, Sickness Absences, Psychological Therapy Treatment Waiting Times, Smoking Cessation and Alcohol Brief Interventions.

During discussion the Chair requested a report to the next meeting on Delayed Discharges to allow more focus on requirements.

Sickness absence within NHS staff was noted to be consistently red. The Chair requested a report to the meeting in September 2019 as she was of the opinion time would be required to investigate this prior to reporting to Committee.

The Chair stated it would be helpful if the Committee could see further information on the performance reporting developments of Alcohol Brief Interventions and sought a report to the next meeting.

Thereafter the Committee agreed to:

- i. note the performance of local indicators for Quarter 3 (October - December 2018) as presented in the summary report at appendix 1 of the report;
- ii. seek a report on Delayed Discharges for consideration at the meeting in July 2019;
- iii. seek a report on Alcohol Brief Interventions for consideration at the meeting in July 2019; and
- iv. seek a report on NHS staff sickness absence for consideration at the meeting in September 2019.

## **6 Strategic Risk Register - March 2019**

A report by the Chief Officer provided an overview of the current strategic risks, along with a summary of action which are in place to mitigate those risks, updated as at March 2019.

During discussion Committee were supportive of the information provided in the report but was of the opinion that timescales required to be revisited and requested a further report, including updated timescales, be provided to the next meeting.

Thereafter the Committee agreed to:

- i. note the updated Strategic Risk Register; and
- ii. seek a further report, including updated timescales, to the meeting in July 2019.

## **7 External Audit Plan for the Year Ending 2018-19**

A report by the Chief Financial Officer informed the Committee of the Auditor's Annual Plan for 2018/19.

Following discussion the Committee agreed to note the contents of the External Auditor's Annual Plan for 2018/19.

## **8 Internal Audit Update**

A report by the Chief Internal Auditor provided an update on progress towards delivery of the internal audit plan for 2018/19 year and on work being undertaken to inform the 2019/20 programme of internal audit work.

Following discussion the Committee agreed to note the:

- i. contents of the update report; and
- ii. internal audit reporting protocol as outlined in appendix 1 of the report.

## **9 NHS Grampian Internal Audit Reports**

A report by the Chief Internal Auditor informed the Committee of the outcomes from two recent internal audit reports prepared by PricewaterhouseCoopers, the appointed Internal Auditor for NHS Grampian.

Discussion took place on the content of the report and it was stated it was important to be clear on reporting structures for the varying parts of the system. It was further stated that information in respect of staffing should be presented to this Committee, however patient safety information should be dealt with at the Clinical and Care Governance Committee.

Thereafter the Committee agreed to note the findings and recommendations from the internal audit report.

