



MINUTE OF MEETING OF THE INTEGRATION JOINT BOARD

AUDIT, PERFORMANCE AND RISK COMMITTEE

Thursday, 13 December 2018

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

PRESENT

Ms Elidh Brown, Councillor Tim Eagle, Ms Pam Gowans, Councillor Louise Laing, Mr Atholl Scott, Mrs Susan Webb

APOLOGIES

Ms Tracey Abdy, Mr Steven Lindsay

IN ATTENDANCE

Ms Patricia Morgan, Service Manager Primary Care Contracts; Ms Jeanette Netherwood, Corporate Manager; Mr Bruce Woodward, Performance Officer.

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 27 September 2018

The minute of the meeting of the Moray Integration Joint Board Audit, Performance and Risk Committee dated 27 September 2018 was submitted and approved.

4 Action Log of Meeting dated 27 September 2018

The Action Log of the Moray Integration Joint Board Audit, Performance and Risk Committee dated 27 September 2018 was discussed and it was noted that other than the following, all actions due had been completed:

- i. item 2 - Quarter 1 (April - June 2018) Performance Report - Report giving more detail on the five indicators showing red in appendix 1 of the report; to be presented to the next meeting in March 2019.

5 Internal Audit Update

Under reference to paragraph 8 of the Minute of the meeting dated 27 September 2018 a report by the Chief Internal Auditor provided an update on audit work concluded since the last meeting.

Lengthy discussion took place on the audit work completed since the last meeting. The External Consultants Review of Learning Disabilities came under particular scrutiny and it was stated that transitioning to more independent living was a big transition for families who had historical care packages. The audit identified that services commissioned are not meeting the needs of service users and transformation will address this by 2020. The Chair raised questions as to the impact this was having on service users and their families. This had not been subject to audit and it was suggested that this could be a focus of further audits. As no one was otherwise minded the Committee agreed to seek further audits of the commissioning of Learning Disabilities.

Following further discussion the Committee agreed to:

- i. note the contents of the update report;
- ii. note that a further report relating to payroll testing will be presented to Committee in March 2019; and
- iii. seek further audits on the commissioning of Learning Disabilities services.

6 Internal Audit Reports – Follow Up Protocol

Under reference to paragraph 9 of the Minute of the meeting dated 27 September 2018 a report by the Chief Internal Auditor addressed the request made at that meeting for a follow up protocol to be drafted, covering oversight and monitoring of the implementation of audit recommendation agreed by management.

During discussion of the protocol it was stated that management should be reporting to Committee if actions are not carried out to the given timescales and as no one was otherwise minded it was agreed to seek a further follow up report in March 2019.

Thereafter the Committee agreed to:

- i. the 'follow-up' protocol for ensuring the effective implementation of internal audit recommendations; and
- ii. a further report being presented to Committee in March 2019.

7 Strategic Risk Register - December 2018

A report by the Chief Officer provided an overview of the current strategic risks, along with a summary of actions which are in place to mitigate those risks, updated as at November 2018.

The Corporate Manager advised an action plan had been prepared but had not been issued with the papers for the meeting. She apologised for the omission and undertook to issue the action plan following the meeting.

Thereafter, following discussion, the Committee agreed to note the updated Strategic Risk Register.

8 Quarter 2 (July - September 2018) Performance Report

A report by the Chief Financial Officer updated the Committee on the performance of the Moray Integration Joint Board as at Quarter 2 (July - September) 2018/19.

The Chief Officer advised Delayed Discharges were volatile for a host of reasons; this is being investigated and an action plan will be produced to deal with this and will be shared with the Committee in March 2019 as part of a report on unscheduled care.

In response to a query on how quickly it is known that an issue has arisen with Unscheduled Care the Chief Officer advised this had a four-hourly indicator and therefore issues were known quickly.

Following further discussion the Committee agreed to note the performance of local indicators, linked to strategic priorities for Quarter 2 (July - September 2018) shown in appendix 1 of the report and the detailed analysis contained in appendix 2 of the report.

9 Audit Scotland - Update Report on Health and Social Care Integration

A report by the Chief Financial Officer provided the Committee with the opportunity to discuss and comment on the update report published in November 2018 by Audit Scotland on Health and Social Care Integration.

During discussion it was stated this was the second of a series of three reports; the next one being due for publication in 2023/24.

The Chief Officer stated a development session would be delivered early in 2019 to work through the document in detail.

It was further stated that collaborative leadership would help reinforce messages and themes contained in the report.

Following discussion the Committee agreed to note the:

- i. update on progress attached as appendix 1 to the report; and
- ii. intention to utilise the document as a self-assessment tool in relation to the progress of the Moray Integration Joint Board and present a further report to this Committee on 28 March 2019.

10 Payment Verification Assurance Update

A report by the Chief Officer updated the Committee on the activity of the Payment Verification (PV) Assurance Group during 2017/18 and the Revised PV Protocols for all contractor groups as detailed in the Document List (2018/19) and allowed the Committee to be sighted on the key issues highlighted during the course of the year.

Concerns were raised regarding access to Dental Reference Officers through the Practitioner Services Division. Following discussion, given this was an ongoing issue it was agreed to seek a report to the next Committee on how concerns will be resolved.

Thereafter Committee agreed to:

- i. note the arrangements in place in Grampian for the management of the PV process;
- ii. note the outcomes from the PV process during 2018/19;
- iii. note the review of the PV Service provided by National Services Scotland Practitioner Services Divisions on behalf of NHS Grampian; and
- iv. seek a report to the next Committee on how concerns over Scottish Dental Reference Service performance will be resolved.