

MINUTE

<b>MEETING:</b>	<b>INTEGRATION JOINT BOARD</b>
<b>DATE:</b>	<b>TUESDAY, 4<sup>TH</sup> SEPTEMBER 2018</b>
<b>TIME:</b>	<b>2.30PM</b>
<b>VENUE:</b>	<b>COUNCIL CHAMBERS, CIVIC CENTRE</b>

<b>PRESENT :</b>	<p><b>North Lanarkshire Council:</b> Councillors Gallacher, Stubbs and Kelly</p> <p><b>NHS Lanarkshire:</b> Dr. A. Osborne (Chair), M. Fuller, and M. Morris.</p> <p><b>Stakeholder Representatives:</b> H Robertson, North Lanarkshire Carers Together, L Seaton, Partnership for Change, J Melville, VANL, &amp; J Watson, Unison.</p> <p><b>Board Members:</b> J Hewitt, Chief Accountable Officer, M Moy, Finance Officer (S.95) A Armstrong, Nurse Director and A Cook, Medical Director</p> <p><b>IN ATTENDANCE</b> R McGuffie, Head of Performance, Planning and Quality Assurance, M French, Interim Head of Adult Services (Social Work), K Adamson, Head of Audit &amp; Inspection NLC and C Jack, Committee Secretary.</p>
<b>Apologies:</b>	P. Campbell Non-Executive Director NHSL, Dr T Smyth, GP Representative, A Gordon, Chief Social Work Officer, Dr R McKenzie, C McGinty – Staff Side and Cllr Logue NLC

**1. DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC. (SCOTLAND) ACT 2000**

Councillor Gallacher declared an interest by reason of her being Convener of the Council's Audit and Scrutiny Panel and advised that none of the items of business precluded her from participating in the meeting.

## **2. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 5<sup>th</sup> June 2018 were accepted as an accurate record.

## **3. ACTION LOG**

The action log was noted as having all the agreed actions progressed within the agreed timescales.

## **4. LETTERS OF DIRECTION**

J Hewitt made reference to the paper that had been circulated that set out the duty on Integration Authorities to develop a strategic commissioning plan that sets out how they will plan and deliver services for their area, using the integrated budgets under their control. To support enactment of these plans, sections 26 to 28 of the Act set out the mechanism for setting binding directions from the Integration Authority to one or both of the Health Board and Local Authority.

The paper set out the proposed approach to managing directions from the Integration Joint Board (IJB) including a new direction tracker for the IJB, commencing from April 2018, including the directions that were formally carried forward from the 2017/18 Strategic Commissioning Plan. It was noted that that a wider review of Directions is currently underway with the Scottish Government, which is expected to report back in Autumn. Any new implications from this work will be fed back to the IJB, along with any required changes to the above process.

Decided: that the IJB (1) endorsed the approach to managing directions outline in the paper and (11) that the IJB request an update on completion of the current national review of directions in due course.

## **5. USER/CARER REPRESENTATION**

R McGuffie gave an overview of recent and ongoing developments in third sector, carer and service user participation across the IJB and strategic structures within Health & Social Care North Lanarkshire and outlined next steps in terms of further areas of work to support representatives in their role.

Decided: (1) That the findings of the scoping exercise be noted and (11) that a second phase review of resources takes place.

## **6. INTERNAL AUDIT ANNUAL REPORT 2017/2018**

K Adamson made reference to the Internal Audit Annual Report for the financial year 2017/2018 which also contained the independent annual opinion of the IJB's Chief Internal Auditors on the adequacy and effectiveness of the IJB's governance, risk management and internal control arrangements for the year ending 31 March 2018.

The Internal Audit Annual Report contained a high-level overview of the activity undertaken by the Internal Audit teams during the year before highlighting a number of the more significant issues which arose from their work and which are reflected in the annual opinion.

Based on the work undertaken directly on behalf of the IJB and being informed by internal audit of work undertaken independently within NLC and NHSL, the internal auditors concluded that reasonable assurance can be placed upon the adequacy and effectiveness of the IJB's framework of governance, risk management and internal controls for the year ending 31 March 2018.

Decided: That the contents of the report be noted and that 2. The IJB endorsed the opinion of the Chief Internal Auditors that reasonable assurance can be placed upon the adequacy and effectiveness of the IJB's framework of governance, risk management and internal control for the year ended 31 March 2018.

## **7. EXTERNAL AUDITORS ANNUAL AUDIT REPORT 2018/2018**

The IJB's appointed external auditor, Audit Scotland, is required to supply an audit certificate outlining the findings of the audit process undertaken in relation to the IJB's Annual Accounts 2017/2018. The findings of the audit process are detailed in the External Auditor's Annual Audit Report for the financial year 2017/2018 which was circulated to committee members.

The Audit Report on the IJB's Annual Accounts extends across a number of subjects, as follows:

- 2017/2018 Annual Report and Accounts;
- Financial Management and Sustainability; and
- Governance, Transparency and Value for Money.

The External Auditor has concluded that the financial statements of the North Lanarkshire IJB for 2017/2018 give a true and fair view of the state of affairs and of its net expenditure for the year and have therefore issued an unqualified independent auditor's report.

Details of the proposed management response to the action points on page 18 of the External Auditor's Annual Audit Report were noted

Decided : That the contents of the report be noted; (2) that a clean audit certificate in respect of the IJB's Annual Accounts 2017/2018 has been received; (3) that the External Auditor's Annual Audit Report has been reviewed in advance of the statutory timescale of 30 September 2018 for the approval of the IJB Annual Accounts; and (4) that the management response to the action points contained within the External Auditor's Annual Audit Report have been approved

## **8. AUDITED ANNUAL ACCOUNTS 2017/2018**

The Annual Accounts 2017/2018 were prepared in accordance with the requirements of the Local Government (Scotland) Act 1973 and the Local Government in Scotland Act 2003. The preparation of the annual accounts also met the statutory deadlines of 30 June 2018 and 30 September 2018. The External Auditor has concluded that the financial statements of the North Lanarkshire IJB for 2017/2018 give a true and fair view of the state of affairs and of its net expenditure for the year and have therefore issued an unqualified independent auditor's report. The findings of the audit process have also been reported to the IJB and an action plan approved as set out in the External Auditor's Annual Audit Report. Once signed, the audited Annual Accounts 2017/2018 will be advertised as being available to the general public in the office of the Head of Business for Financial Solutions, Council Headquarters, Civic Centre, Motherwell, ML1 1AB. The signed audited Annual Accounts 2017/2018 will also be available on the IJB's website.

**Decided:** That the contents of the report be noted; (2) that the External Auditor's audit opinions are all unqualified in respect of the IJB Annual Accounts 2017/2018; (3) that the IJB Annual Accounts 2017/2018 be signed before the statutory deadline of 30 September 2018; and (4) that the signed audited Annual Accounts 2017/2018 will be advertised as being available to the general public in the office of the Head of Business for Financial Solutions, Council Headquarters, Civic Centre, Motherwell, ML1 1AB and also on the IJB's website.

#### **9. FINANCIAL MONITORING REPORT 2018/2019**

M Moy made reference to the report which provided a summary of the financial position of the North Lanarkshire Health and Social Care Partnership (HSCP) for the period from 1 April 2018 to 30 July 2018 (Health Care Services) and 20 July 2018 (Social Work and Housing Services). The financial position as at July 2018 is an underspend of £0.663m and summarised as follows:

- ◆ an underspend of £0.585m on health care services
- ◆ an underspend of £0.078m on social care services

Further detail on the budget variance, by care service, was set out in the appendix.

**Decided:** (1) that the contents of the report be noted and (2) the expected reduction to the prescribing budget, and the subsequent transfer of this budget to the Family Health Services budget, to reflect the national agreement with Community Pharmacy Scotland was highlighted.

#### **10. PERFORMANCE REPORT Quarter1**

R McGuffie made reference to the report that highlighted the areas of improvement which had been identified as part of the Chief Executive Quarterly Performance Review for the period 1 April to 30<sup>th</sup> June 2018. Discussion followed on challenges around achievement of a number of targets including Psychological Therapies and targets around CAMHS services.

**Decided:** (1) that the report be noted

#### **11. ANNUAL PERFORMANCE REPORT**

It was noted that the Public Bodies (Joint Working) (Scotland) Act 2014 requires the Integration Joint Board to publish an Annual Performance report, setting out an assessment of performance in planning and carrying out those functions for which it is responsible. An early draft of the report had been shared at the last meeting and had since been completed, circulated to IJB members and subsequently submitted to the Scottish Government by the deadline 31<sup>st</sup> July 2018.

The Vice Chair commended the team for the quality of the reports which reflected a strong performance throughout the year.

**Decided:** that the contents of the report be noted.

#### **12. RISK MANAGEMENT**

The risk management report highlighted that there had been no new or closed risks since the last Meeting.

**Decided:** that the report be noted and the risk register approved.

#### **13. MINUTES/PAPERS FOR NOTING**

The minutes of the following committee meetings were noted;

1. Performance, Finance & Audit Committee 2.5.18
2. Social Work Committee 24.4.18

No issues were raised

3. Community Capacity Building – A copy of the Community Capacity Building and Carer Support – End of Year Report 2017/18 was noted. This document had been discussed at the last Performance, Finance & Audit Committee meeting.

**14. RISK ITEMS**

No new risk items were noted during the course of the meeting.

**15. CLOSE OF BUSINESS**

The date of the next meeting was noted as Tuesday, 30<sup>th</sup> October 2018.