

MINUTE

MEETING:	PERFORMANCE, FINANCE AND AUDIT COMMITTEE
DATE:	WEDNESDAY 3RD OCTOBER 2018
TIME:	12.30PM – 2.30PM
VENUE:	ARRAN ROOM, CIVIC CENTRE

PRESENT :	<p>North Lanarkshire Council: Councillors M Gallacher, A Stubbs, P Kelly and L Roarty.</p> <p>NHS Lanarkshire: Dr. A. Osborne (Chair), Mr M Fuller, and Mrs M. Morris.</p> <p>Stakeholder Representatives: Mr H Robertson, North Lanarkshire Carers Together and Mrs L Seaton, Partnership for Change</p> <p>IN ATTENDANCE Ms J Hewitt, CAO, Mr R McGuffie, Head of Performance, Planning and Quality Assurance, Miss M Moy, Chief Finance Officer, Mr T Moan, Partnership for Change, Mr G Cowan, Performance Manager, Mrs E Russell, Senior Health Improvement Advisor, Dr Alistair Cook, Medical Director and Mrs C Jack, Committee Secretary.</p>
APOLOGIES:	Mr John Watson, Trade Union Representative, Cllr J Logue (Cllr Louse Roarty attending as proxy), Mr P Campbell, Non-Executive Director NHSL

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 THE PREVIOUS MEETING HELD ON 2ND MAY 2018

The minute of the meeting held on Wednesday 1st August 2018 at 10.30am and minute of the extraordinary meeting held on 4th September 2018 were approved as an accurate record.

It was also noted that the issue raised at the end of the previous meeting (concerning NLC response to a Freedom of Information (FOI) request around Care Experienced Young People) had been addressed and that NLC had responded to the FOI appropriately.

3. WINTER PLAN 2018 - UPDATE

R McGuffie made reference to the paper that set out the details of the winter planning arrangements for the partnership for 2018/19. Mr McGuffie went on to highlight a number of planned actions which would be put in place to ensure vital services were as prepared as possible for the coming winter months and that contingency arrangements had been well rehearsed. A copy of the completed self- assessment checklist developed by the Scottish Government had been circulated for information and assurance. Discussion followed on the uptake of flu vaccinations amongst key staff groups and Mr McGuffie advised that regular updates were provided to management teams and formally reported at the Performance Reviews.

Decided: (1) The committee noted the winter planning arrangements and requested an update at future meetings.

4. CARERS SCOTLAND ACT 2016 – UPDATE

R McGuffie made reference to the paper that had been prepared to provide an update for the IJB in relation to the commissioning of Carer Support Services to meet the duties of the Carers Act (Scotland) 2016. Extensive work has taken place via the Carers Strategy Implementation Group and this included a focus on the following work areas:

- Adult Carers - Direct Support, Short Breaks and Adult Carer Support Plans
- Young Carers – Direct Support and Young Carer Statements
- Eligibility Criteria including Carers GSA
- Campaigning and Representation
- Carers involvement in Hospital Discharge Process
- Carers Strategy

Further work in respect of Section 28 of the Act which supports carers in respect of hospital discharge is ongoing.

A tender for carer support, to allow the establishment of services to further implement and develop support for the full implementation of the carers act, will shortly commence.

Decided: (1) The committee noted the actions taken to date to meet the duties of the Carers Act (Scotland) 2016 and (2) The committee requested further updates on progress to be scheduled at regular intervals.

5. PERFORMANCE MONITORING REPORT Q1 2018/19

R McGuffie made reference to the Quarter 1 Performance Report which had previously been presented to the IJB meeting in September 2018. Mr McGuffie noted areas for improvement that had been highlighted within the performance framework. Mr McGuffie advised that the

performance review meetings are used as a means for jointly agreeing corrective actions. Discussion followed on delayed discharges and the role and impact of Mental Health Officers (MHOs) on the discharge process. It was agreed that an update on MHOs would be provided at a further meeting as this had been an area of investment by IJB. The downward trajectory for CAMHS waiting times was also discussed and an assurance was given by the Chief Accountable Officer that waiting times were improving and the current position was more positive.

Decided: The committee noted the contents of the report and its appendix.

6. GOOD MENTAL HEALTH FOR ALL – ACTION PLAN

E Russell spoke to the paper that set out the Good Mental Health For All Action Plan (2018-23) And detailed progress on the associated delivery plan and performance framework. The plan aims to bring together all the key strands of work which contribute to the national mental health outcomes to ensure delivery of priority areas and demonstrate collective impact.

The Action Plan focused on the following key areas:

- Mentally Healthy Infants, Children and Young People
- Mentally Healthy Later Life
- Mentally Healthy Environments and Communities
- Mentally Healthy Employment and Working Life
- Improving the Quality of Life of those Experiencing Mental Health Problems, including the promotion of recovery, stigma reduction and physical health improvement supported via the Sigma Free Lanarkshire programme and rights based approach
- Reducing the prevalence of suicide, self-harm, distress and common mental health problems, supported via the Suicide Safer North Lanarkshire Programme

Decided: (1) The committee endorsed the Good Mental Health for All (GMHFA) Action Plan (2018-2023) and (2) The committee supported the ongoing development of the Delivery Plan and Performance Framework.

7. SMOKE FREE LANARKSHIRE STRATEGY

E Russell spoke to the paper that gave an overview of '*Smoke Free Lanarkshire – For you, For Children, Forever: Lanarkshire Tobacco Control Strategy 2018 – 2023*', which is the new Tobacco Control Strategy adopted for Lanarkshire.

The local strategy is ambitious and sets out a broad range of actions and targets under the four themes of prevention, protection, cessation and support and leadership. The strategy will be delivered through the strong partnerships already developed across Health and Social Care, Children's Services and Community Planning.

Discussion followed on the application of the strategy and local policy in hospital settings including mental health areas and prison services.

Decided: The committee endorsed the aims and actions contained within *Smoke-free Lanarkshire-For you, For children, Forever: Lanarkshire Tobacco Control Strategy 2018 – 2023*.

8. STRATEGIC COMMISSIONING PLAN PROGRESS REPORT Q1 2018/2019

R McGuffie made reference to the paper that set out progress against the agreed commissioning

intentions for 2018/19 which were signed off by the IJB in March, with formal approval of the Strategic Commissioning Plan, 'Achieving Integration' by the IJB in June. Work towards the delivery of the 2018/19 Commissioning Intentions has been progressed and coordinated through the partnership's Strategic Commissioning Plan Programme Board. Mr McGuffie highlighted progress on community transport developments which is being led by NHS Lanarkshire as part of 'Achieving Excellence' and recommended that this

Decided: (1) The committee noted current progress against the Strategic Commissioning Plan and
(2) The committee supported the suggestion from the Chief Accountable Officer that updates on the Strategic Commissioning Plan feature as the first item on future agendas.

9. NEW GMS CONTRACT

Dr Cook gave a brief update on the implications of the new GMS contract and went on to give an overview of the Primary Care Investment Plan where a number of initiatives are underway to provide alternative care and treatment models which are less reliant on traditional GP services.

Discussion followed on feedback received by elected members around access to GP services and delays in accessing appointments. Dr Cook acknowledged difficulties in GP recruitment & retention in some areas and reiterated current plans and developments that sought to offer alternative points of access in the future.

10. CHILDREN & YOUNG PEOPLES MENTAL HEALTH

Mr McGuffie made reference to the report that provided an overview on recent reports from Audit Scotland and the Children and Young People's Mental Health Taskforce. Mr McGuffie advised that the IJB had already approved a plan to create a pan-Lanarkshire Mental Health Strategy by March 2019, however, in recognition of the particular issues facing children and young people's mental health in Lanarkshire, the CAO had recently convened a group to review the development of the strategy which had concluded that a separate children and young people's mental health strategy should be developed. The separate dedicated strategy will reflect the partnership's commitment to young people and families and will strengthen the focus on future commissioning intentions in this area. The strategy will be developed in conjunction with all key stakeholders for approval at the IJB in March 2019. The strategy will take cognisance of the recommendations from the Audit Scotland report and national task force.

Decided; (1) The IJB supported the proposal to develop a separate children and young people's mental health strategy for the reasons outlined in the report and (2) The draft strategy be presented to the Committee in February 2019 and thereafter to the IJB in March 2019 for approval.

11. FINANCIAL MONITORING REPORT 2018/2019

M Moy made reference to the Financial Monitoring Report 2018/19 provided which summarised the financial position of Health & Social Care North Lanarkshire for the period from 1 April 2018 to 31 August 2018 (Health Care Services) and 17 August 2018 (Social Work and Housing Services).

The financial position as at August 2018 is an underspend of £1.128m and summarised as follows:

- ◆ an underspend of £1.021m on health care services
- ◆ an underspend of £0.107m on social care services

Details of the variances were provided in the appendix to the report. Discussion followed around the position on Financial Reserves and clarity on what remained as uncommitted reserve funding.

Decided: The committee noted the financial position for the period.

12. RESERVES STRATEGY

Marie Moy made reference to the report that provided an update on the position with North Lanarkshire Integration Joint Board (IJB) reserves and included draft proposals for further use of earmarked reserves. The report highlighted the following recommendations from the external auditors;

- The IJB should further develop a robust annual process for approving reserves, including their expected use and the expected timing of future cash flows.
- The IJB does not have a reserves strategy in place that sets out a minimum balance that should be held. This is not currently an issue as the general fund balance is healthy, although it may be something for the IJB to consider going forward.
- The IJB should consider developing a reserves strategy, that includes reporting the purpose and expected future periods that earmarked funds will be used annually, to committee.
- The IJB should satisfy itself that it has sufficient information to scrutinise all the earmarked reserves held by the IJB and should review the information provided on earmarked reserves to ensure it can effectively scrutinise their planned use annual

Discussion followed on the number of proposals for use of reserve funding which were included in the paper that did not link to the Strategic Commissioning Intentions. Concern was expressed that there was insufficient detail on the requests that would allow the committee to approve requests based on agreed priorities and strategic planning.

Decided: (1) The committee noted the contents of the report and (2) that further guidance on use of reserve funding was required along with clear prioritisation rating.

13. QUALITY ASSURANCE TEAM

R McGuffie spoke to the paper that had been prepared to provide the Sub-Committee with an overview of the increasing pressures around monitoring independent sector services and to request some additional resources for the partnership's Quality Assurance Team to ensure robust and effective monitoring and analysis is applied across all purchased services.

Decided: (1) The committee noted the contents of the report setting out the case for additional resources. (2) The committee supported the request for additional non- recurring funding of £249,000 to go forward for approval at the next IJB meeting.

14. SUPPORT CARE AND CLINICAL GOVERNANCE REPORT

C Jack made reference to the report that set out recent activities and issues being actively addressed via the Support Care & Clinical Governance Committee for H&SC NL. Areas of note included;

- Adverse Events (Emerging themes & performance against the Key Performance Indicator)
- Complaints Management (Annual Complaints report for Social work was attached as an appendix)
- External Scrutiny including Mental Welfare Commission and Her Majesty's Inspectorate Of Prisons
- Infection Prevention And Control

- Further development and review of effectiveness of Support Care & Clinical Governance Committee.

The chair noted the range of activities and level of review that was being undertaken via the Committee and that the committee was reviewing and further developing its effectiveness.

Decided: The committee noted the report.

15. RISK REGISTER

R McGuffie made reference to the report that highlighted that there had been no new or closed risks during the reporting period

Decided: The Committee approved the report.

16. FORWARD PROGRAMME/DATES OF 2019 MEETINGS.

The Forward agenda programme was noted and approved. Dates for the committee for 2019 were being canvassed and M Moy was asked to ensure that the dates complied with auditor's requirements around scheduling of key reports. Dates for all committees would be formally approved at the NLC Council meeting in December 2019.

17. DATE OF NEXT MEETING

The proposed date of the next meeting was Tuesday, 19th February 2019 subject to confirmation on the proposed meeting schedule by North Lanarkshire Council.