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| MEETING: | IJB PERFORMANCE FINANCE & AUDIT COMMITTEE |
| DATE: | TUESDAY 22ND SEPTEMBER 2020 |
| TIME: | 1.00pm |
| VENUE: | MS TEAMS |

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| PRESENT : | <p>NHS Lanarkshire: Mr B Moore (Vice Chair), Dr A. Osborne, Mrs M. Morris</p> <p>North Lanarkshire Council: Councillors Kelly (Chair) and Linden</p> <p>Stakeholder Representatives: Mr H Robertson, North Lanarkshire Carers Together, Mrs L Seaton, Partnership for Change (service user representative),</p> <p>Board Members: Mr R McGuffie, Chief Officer; Miss M Moy, Finance Officer (S95); Ms M Dendy, Head of Planning, Performance & Quality Assurance</p> <p>IN ATTENDANCE Mr B Howarth, Audit Director of Audit Scotland; Ms L Duthie, Senior Auditor, Audit Scotland; Mrs C Jack, IJB Board Secretary; Dr L Munro, Medical Director; Mrs J Arthur, Admin Support (minutes); Thomas Moan, Partnership for Change Development Worker; Mr M Dell, Communications Lead</p> |
| Apologies: | Mr P Campbell, Non Exec Director, NHSL Councillor J Logue, Leader of NLC Cllr M Gallacher |

1. Welcome and Apologies

Cllr Kelly welcomed everyone to today's meeting, in particular, Dr Lucy Munro, the new Medical Director for Health & Social Care North Lanarkshire.

2. Declarations of Interest

No declarations of interest were noted.

3. Minutes - Performance, Finance & Audit Committee 1.7.20

Minutes approved.

4. Comments from Papers Distributed In March 2020

Following cancellation of meetings earlier in the year, various papers were circulated electronically to members for comment. Comments were then collated and this document was to provide members with visibility. Mrs Jack highlighted the key points, particularly around Recovery work.

Mr T Moan noted the lack of progress around the Mental Health & Wellbeing Strategy particularly in relation to the partnership structures being established to progress a number of workstreams but a meeting is being held on 23rd October. Mr R McGuffie advised that the Mental Health Exec group had restarted and an updated action plan would be shared at next committee.

5. Matters Arising - Action Log

Mrs C Jack advised that all actions were marked as being complete, on today's agenda or scheduled for next PFA meeting on 4th November.

6. External Audit Annual Audit Report 2019/20

A report prepared by Ms M Moy was shared which -

- 1) Outlined the outcome of the audit by the North Lanarkshire Integration Joint Board's External Auditor, Audit Scotland, within the statutory timescale of 30 September 2020;
- (2) Advised that the External Auditor has submitted an Annual Audit Report setting out their key findings for the consideration of the members of the Integration Joint Board (IJB); and
- (3) Provided details of the proposed management response to the action points at pages 21 to 23 of the External Auditor's Annual Audit Report.

Mr B Howarth acknowledged the unprecedented times being faced and that North Lanarkshire IJB were one of only 3 IJBs to achieve a break even position. The IJB was in a strong position as it entered the current financial year.

Decided: The PFA agreed the following recommendations:

- (1) Consider the External Auditor's Annual Audit Report in advance of the statutory timescale of 30 September 2020 for the approval of the IJB Annual Accounts 2019/2020;
- (2) Note that an unqualified audit certificate has been received in respect of the North Lanarkshire IJB Annual Accounts 2019/2020; and
- (3) Endorse the management response to the action points at pages 21 to 23 of the External Auditor's Annual Audit Report.

The paper would now progress to the IJB.

7. Audited IJB Annual Accounts 2019/2020

Report shared providing details of the unsigned audited IJB Annual Accounts 2019/2020 for endorsement prior to approval by the Integration Joint Board (IJB) before the statutory deadline of 30 September 2020.

Ms Moy highlighted the following -

- Unaudited accounts were previously presented to the PFA on 1st July 2020.
- The main changes made to the unaudited version of the accounts.
- Moving forward will look at how information is presented to be more user friendly.

Ms Moy thanked all colleagues for their help and support which was echoed by Cllr Kelly and Dr Osborne.

Decided: The PFA agreed the following recommendations:

- (1) Noted that the External Auditor's audit opinions are all unqualified in respect of the IJB Annual Accounts 2019/2020;
- (2) Endorsed the IJB Annual Accounts 2019/2020 for approval by the IJB before the statutory deadline of 30 September 2020;
- (3) Noted that the signed audited IJB Annual Accounts 2019/2020 would be available to view electronically at the following website: <https://www.hscnorthlan.scot/key-documents/>;
- (4) Noted the extension to the current audit appointment by one year for 2021/2022.

8. Finance Monitoring Report

Report shared providing a summary of the financial position of the North Lanarkshire Health and Social Care Partnership (HSCP) for the period from 1 April 2020 to 31 July 2020 (Health Care Services) and 21 August 2020 (Social Work and Housing Services).

Ms Moy highlighted the following -

- Net overspend of £4.192 million. The overspend to date includes additional costs totalling £4.993m as a result of the Covid-19 pandemic. Excluding the Covid-19 costs, the financial position is a net underspend of £0.801m.
- To date, Scottish Government have not yet confirmed reimbursement funding and until this is known there is a risk there will be a legacy of costs. An active review of all costs was being undertaken by finance colleagues across the partnership.
- The financial plan for 2021 is being revisited, looking at contingency reserve and reviewing Covid cost estimates included in the Lanarkshire mobilisation plan.
- Slippage of savings, partly due to the delay in the implementation of the charge for community alarms due to the impact of the Covid-19 pandemic. The charge is now in place. Social Care Services are closely monitoring.
- Continuing to work through the disaggregation of Children's & Families service. Once this is fully complete it would be appropriate to issue updated Directions.

Dr Osborne commented that she was assured by the steps being taken to manage uncertainty at local level but had hoped to have clarity from Scottish Government on the level of funding to be received by this time.

Dr Osborne referred to the mention, within the report, of consolidating arrangements on Hosted Services in respect of overspend and underspend and asked if a broader review is being considered. Ms Moy advised that the observation was focussed on treatment of over spend and underspend and the preference would be to have longer term agreement and to take stock of good practice elsewhere across Scotland. In the meantime, this was being reviewed on an annual basis. Dr Osborne requested that if a broader review was carried out it would be useful to see the Terms of Reference and to hear from both Chief Officers.

Decided: The PFA agreed the following recommendations:

- (1) Noted the contents of the report;
- (2) Noted that, in order to address the additional costs as a result of the Covid-19 pandemic, additional Scottish Government funding had been received to date and a review is currently ongoing to confirm further funding;
- (3) Noted the management action being taken to mitigate the financial impact of the Covid-19 pandemic where possible; and

(4) Noted that a review of the IJB Financial Plan 2020/2021 is progressing in consultation with both partners.

9. Financial Inclusion

Ms M Dendy shared a report explaining how North Lanarkshire Council's Financial Inclusion Service provides support and assistance to ensure service users are supported to claim all benefits to which they are entitled. The main thrust of all welfare rights work is the maximisation of income for individuals, for the Council and for the community as a whole. Over the 2019/20 financial year, the income maximisation work undertaken generated over £40million. Ms Dendy explained that the teams involved provide service users and members of the public with advice and assistance and a full benefits check is offered to all new service users. Work in relation to training has changed due to Covid and further online resources are being developed. It was clear that the impact of Covid, alongside welfare reform changes would mean that it was likely that demand for the service would increase in the months and years ahead.

Cllr Kelly acknowledged the importance of this report and thanked colleagues who have supported this work during this challenging time. This was further reiterated by Ms Morris.

Mr McGuffie noted that North Lanarkshire had the 3rd highest number of residents across Scotland on the furlough scheme which emphasised the importance and need for this service going forward.

10. Palliative Care – Performance Monitoring

Mr McGuffie shared an update report which explained that the Strategic Framework for Action on Palliative and End of Life Care 2016-21 outlined the importance of people having access to specialist palliative care in order to be supported to die within a place of their choosing. This work links to a key priority in the Strategic Commissioning Plan 2019/22 in terms of supporting people to be cared for at home and in their community. Contract Monitoring for Strathcarron is now the responsibility of H&SCNL. This programme of work was nearing completion, however Covid19 had interrupted progress and following discussion with colleagues in SLH&SC, who are the lead for Palliative Care, it was anticipated this would restart imminently. Reporting would now feed into the Performance Finance & Audit Committee on a quarterly basis.

Compassionate Lanarkshire (CLAN) project - St Andrews, Kilbryde and Strathcarron Hospices submitted and were successful in securing a significant National Lottery grant to provide support not just for cancer sufferers but also for those suffering from other life limiting illnesses. This grant was match funded by both North and South. The project was paused due to Covid but would be recommencing.

Dr Osborne welcomed the additional information contained within the report and the commitment to the regular monitoring of the Strathcarron Hospice provision. Mr McGuffie advised that as long as there was a demand from the local population for a bed based service in Strathcarron then this would remain as a commissioned service however he agreed with Dr Osborne that a longer term solution to the existing cost pressure would require to be identified.

Decided: The PFA noted the following -

- 3.1 The continued implementation of the palliative care strategy.
- 3.2 The impact of the Covid19 crisis on palliative care services across Lanarkshire.
- 3.3 The delay in reporting the review of Palliative Care services due to the current Covid crisis.

11. ADP/Addictions Services – Update

Report shared provided an overview of the updated Alcohol and Drug Partnership structures in North Lanarkshire and an update on the investment areas since the award of the Local Improvement Fund and the new National Drug Death Prevention Task Force fund. The committee noted the report but requested an update on the use of the additional funding and timescales for delivery of services.

Decided: The PFA agreed the following recommendations:

- To note the progress on the continued development of the North ADP.
- To receive future reports offering detail on the progress of commissioned work.

12. Community Solutions – Annual Report

The Community Solutions Annual Report and summary report highlighting the range of work that has taken place between April 2019 and March 2020 were noted and commended by the committee.

Discussion followed on the need to highlight the contribution of the third sector through all available opportunities including the partnership newsletter.

Decided: the PFA agreed to;

- Note the contents of the report.
- Review and note the Community Solutions Annual report for 2019 – 2020.
- Endorse a continued commitment to strategic investment through the Community Solutions programme based on the outcomes and evidence
- Schedule a programme of thematic updates from the Community Solutions programme onto future PFA agendas commencing with a specific report on the contribution of Community Solutions to Covid – 19.
- Refer to the Integration Joint Board the need to ensure a longer-term financial solution for the sector to create greater stability and the potential for further strategic alignment with the partnership's Commissioning Plan.

13. Community Alarms

Ms Dendy shared an update report advising that the charge for Community Alarms charge which should have been implemented in March 2020 would now commence from September 2020, following a delay due to Covid. A communication and implementation strategy is in place to ensure the smooth delivery of the change, building on the learning from the previous exercise in 2016. To date there had been 1984 enquiries via the helpline, 567 for information and support and 1334 with the intention of cancelling due to introduction of charge. These figures reflected the assumed percentages contained within the report. Ms Dendy advised that experienced and skilled staff were available to ensure support for income maximisation and an assessment of the person's individual circumstances to ensure people can remain safe at home.

Mr Moan noted his disappointment that there was no service user/carer input on the implementation group. Feedback received indicated that some letters caused distress as they could have been worded better. Mr Moan asked if there was any mechanism in place to support someone who has an assessed need for an alarm but cannot afford it. Ms Dendy advised that each case would be looked at on an individual basis and that no one would be put at risk. She noted that some families were willing to pay.

Decided: The PFA -

- Noted the progress on the introduction of the charge for the Community Alarm Service.

- Requested an update on progress of the charge for the Community Alarm Service in March 2021.

14. Risk Register - PF&A Committee

NHSL Internal Audit had put forward a number of recommendations for the IJB to improve its approach to risk management and these had been considered at a recent IJB liaison development event in March 2020. This report provided an update following these recommendations and included the IJB Risk Register and list of risks identified for oversight.

Decided: The PFA agreed the following -

- To note that the IJB had agreed at its meeting on 26th May 2020 that the PF&A committee should actively oversee risks linked to the committee remit for Performance, Finance & Audit.
- To note that a recent review of risks was undertaken by the Chief Officer, IJB section 95 officer and the Operational & Business manager and that arising from the review, a number of risks will be closed (subject to approval by IJB) and a new risk register developed.
- To approve the list of Risks identified for oversight by the PF&A attached at Appendix 1.
- To note the IJB Risk Register attached at Appendix 2 as accurate at 31.8.20.

15. Risk

Mr H Robertson noted concerns around the risk posed on money being spent on Covid with no assurances yet received from Scottish Government. Mr McGuffie acknowledged these concerns and associated risk but hoped this would reduce in the coming months with fair and balanced discussions with Scottish Government. Mrs Jack advised this had been added to new risks associated with Covid which would hopefully be approved at the next IJB meeting.

7. DATE OF NEXT MEETING – Wednesday 4th November 2020