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**Glasgow City Integration Joint Board  
Finance, Audit and Scrutiny Committee**

**IJB-FASC (M) 19-04-2023**

Minutes of meeting held virtually, via Microsoft Teams, at 9.30am on Wednesday 19<sup>th</sup> April 2023.

**Present:**

**Voting Members**

Simon Carr	NHSGG&C Board Member
Cllr Chris Cunningham	Councillor, Glasgow City Council
Cllr Cecilia O'Lone	Councillor, Glasgow City Council (Chair)
Rona Sweeney	NHSGG&C Board Member (Vice Chair)

**Non-Voting Members**

David Reilly	Independent Sector Representative
Sharon Wearing	Chief Officer, Finance & Resources

**In Attendance:**

Andrew Beattie	HSCP Lead Pharmacist
Duncan Black	Head of Audit and Inspection
Gary Dover	Assistant Chief Officer, Primary Care and Early Intervention
Allison Eccles	Head of Business Development
Stephen Fitzpatrick	Assistant Chief Officer, Older People Services
Duncan Goldie	Planning and Performance Manager
Margaret Hogg	Assistant Chief Officer, Finance
Tracy Keenan	Assistant Chief Officer, HR
Julie Kirkland	Senior Officer, Governance Support
Claire Maclachlan	Governance Support Officer (minutes)
Frances McMeeking	Assistant Chief Officer, Operational Care Services
Kirsten Paterson	Health and Safety Service Manager
Susan Orr	Head of Children's Services, Residential and Fostering

**Apologies:**

Bailie Leòdhas Massie	Councillor, Glasgow City Council
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**ACTION**

**1. Declarations of Interest**

There were no declarations of interest raised.

**2. Apologies for Absence**

Apologies for absence are noted above.

**3. Minutes**

The minutes of 8<sup>th</sup> February 2023 were approved as an accurate record.

**4. Matters Arising**

There were no matters arising.

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**5. Rolling Action List**

Allison Eccles presented the Rolling Action List noting there is currently one open action:

Action Ref No. 61 – Performance Presentations – Officers to consider how best to present information on progress with regards integration – progress with integration has been included within the revised Annual Performance Report, and this is also being picked up as part of the review of the Strategic Plan. The Strategic Plan will be presented to the June IJB.

**6. Internal Audit – Assurance Report – Compliance with HR Policies and Procedures**

Duncan Black presented a report which includes details of the internal audit work undertaken in relation to Human Resources Policies and Procedures.

Auditors highlighted that there is one recommendation noted within the report which management have accepted.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) **Noted the contents of the report; and**
- b) **Recommended that the Chief Internal Auditor submits a further report to the IJB Finance, Audit and Scrutiny Committee on the implementation of the action contained in the attached Action Plan.**

**7. Internal Audit – Follow Up Report (1 April 2022 – 31 March 2023)**

Duncan Black presented a report to update on the implementation of previously agreed recommendations.

Auditors highlighted that the two recommendations relating to Delayed Discharges have now been actioned and are closed, although recognising that work in this area will continue.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) **Noted the progress made in terms of the recommendations implemented; and**
- b) **Noted that the Chief Internal Auditor will submit further reports on the status of outstanding recommendations.**

**8. Internal Audit – Update Report (1 December 2022 – 31 March 2023)**

Duncan Black presented a report which provides details of the Internal Audit work undertaken at Glasgow City Council and NHS Greater Glasgow and Clyde that may have an impact upon Glasgow City Integration Joint Board.

**The IJB Finance, Audit and Scrutiny Committee:**

**a) Noted the contents of the report.**

**9. Glasgow City IJB Internal Audit Plan 2023/24**

Duncan Black presented the 2023/24 Internal Audit plan for the Glasgow City Integration Joint Board.

The audits planned for 2023/24 are: Financial Management, and Provider Sustainability.

Members highlighted the flexible capacity that has been included within the plan which can be drawn down to address specific issues/risks that arise during the year and questioned if the views of IJB Members will be sought in relation to what risks might emerge. Auditors confirmed that the Chair of FASC is consulted however they are happy for Members to contact them with suggestions.

Members asked if there is a reserve list if there is capacity after the planned audits have been undertaken. Auditors advised that they have a reserve list and suggested bringing the Audit Plan back in September to take stock and take views on the flexible capacity and emerging risks

It was agreed that Internal Audit will bring the Audit Plan back to the Committee in September and have a wider discussion with IJB Members at the IJB Development Session in September.

Auditors

**The IJB Finance, Audit and Scrutiny Committee:**

**a) Considered the contents of the plan; and  
b) Approved the Internal Audit plan for 2023/24.**

**10. HSCP Performance Report Q3 2022/23**

Duncan Goldie presented the Joint Performance Report for the Health and Social Care Partnership for Quarter 3 of 2022/23.

At Q3, 57% of indicators were Green; 39% Red; and 4% Amber. The indicators which are Red are summarised in the report, with those which have been Red for two or more successive quarters marked in bold.

There has been a change in RAG status for 21 indicators since the last report. Of these, performance improved for 12 and declined for 9.

Officers advised that the Annual Performance Report will be presented to the June IJB.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) **Noted the performance report;**
- b) **Considered the exceptions highlighted in section 4.3; and**
- c) **Reviewed and discussed performance with the Strategic Leads for Older People, Carers and Unscheduled Care.**

**11. Performance Presentations**

**Older People, Carers and Unscheduled Care**

Stephen Fitzpatrick and Frances McMeeking delivered a presentation on Older People, Carers and Unscheduled Care performance. The presentation is available on the Glasgow City HSCP [website](#).

Members noted the Post Diagnostic Support (PDS) target of 18 weeks to access the service and questioned who set this target. Officers advised that this is a national target however noted that more than two-thirds of people are waiting less than 12 weeks at this point in time. It is a priority area and support is provided sooner where possible.

Due to the increase in demand for care home placements, Members questioned if the HSCP need to start commissioning more care home beds. Officers advised that the HSCP operates under a call-off contract and therefore capacity has never been an issue. Work is taking place to look at what the capacity and sustainability is in the city and elsewhere. This is a national piece of work with Scotland Excel and COSLA. Members expressed an interest in seeing the outcome of the work and Officers confirmed they will include an update in due course.

Officers

The decrease of bed days lost and decrease of daily Adults with Incapacity (AWI) delayed discharges was highlighted by members as a positive direction, noting that the additional solicitor support has helped with this. The solicitor support was funded through the winter pressure funding, which is now coming to an end, therefore Members questioned if additional resources can be provided for legal support to avoid the numbers increasing again. Officers advised that £100k has been set aside as part of the year end process to continue with the solicitor support and help with the backlogs. There is a solution for 2023/24 in ear marked reserves, and this will be presented in the Budget report to the IJB in June 2023.

Members thanked Officers for their presentation and ongoing hard work.

## 12. Prescribing Update

Andrew Beattie and Gary Dover delivered a presentation providing an update on prescribing. The presentation is available on the Glasgow City HSCP [website](#).

Members noted the projected 3% cost inflation for drugs for 2023/24 financial year and questioned how comfortable Officers are with this. Officers advised that for every price that increases, there tends to be a drug decreasing in price. The 3% is a best guess figure and based on discussions with national colleagues. The overspend for 2022/23 will be part of the budget process and 2% of recurring budget has been built in for next year. The gap has been addressed, based on the higher figure, using reserves and Officers confirmed that if this continues for 2023/24 there are reserves set aside. The market is unpredictable, and the cost of living will also have an impact. Officers will continue to monitor the prescribing action plan to try and reduce costs and efficiency.

With regards to the purchasing process, Members questioned if the drugs could be ordered in bulk when the costs are lower or whether it is purchased on demand. Officers advised that the purchasing is carried out at a UK level by wholesalers. Individual community contractors have less ability to purchase on mass. Independent or smaller pharmacies can be affected by market forces quite quickly. Officers clarified that hospitals have more economy of scale and therefore more flexibility and opportunity in relation to NHS sites.

Members thanked Officers for the clear presentation which outlined the challenges in prescribing and the actions being taken.

## 13. Children's Residential Services Update Report (April 2023)

Susan Orr presented a report to provide an update in relation to Care Inspectorate activity in Norse Road Children's House and Kempsthorpe Children's House.

Norse Road Children's House was inspected on 5th December 2022 and was awarded an inspection grade of 2 for Key Question 7. Five requirements and 2 areas for improvement were identified. One of the areas which influenced the outcome of the inspection related to a recording issue. The incident in question had been followed up but hadn't been recorded in the young person's record. A robust and detailed action plan has been developed and is being implemented to address identified requirements and areas of development. Since the inspection, an experienced house manager has moved across to implement the action and development plan. Good progress is being made.

In relation to Kempsthorpe Children's House, the Care Inspectorate undertook a follow-up visit on 14th March 2023 to assess progress in relation to the identified requirements and areas of development. This visit was not an inspection and therefore did not involve a re-grading of the service. A full inspection will be undertaken at the beginning of the new inspecting year which commences on 1st April 2023 during which the service will be regraded. Following on from the visit to assess progress, the Care Inspectorate have confirmed that all identified requirements and areas of development have been met within timescales.

Members highlighted a few disappointing inspections over the last 2-3 years, however Officers confirmed that only 3 out of 19 houses have received low inspections. Members were confident that actions plans were being followed through and improvements made.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) **Noted the findings of this report in respect of care inspectorate grades awarded to Norse Road; and**
- b) **Noted the progress that has been made in Kempsthorpe Children's House since the last inspection.**

**14. Health and Safety Annual Report – January 2022 – December 2022**

Kirsten Paterson and Tracy Keenan presented a report providing an overview of the main Health & Safety challenges faced in 2022 as well as performance and notable key issues, and the implications for the HSCP.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) **Noted the findings made within this report and the data attached;**
- b) **Noted the main challenges faced throughout the year, and current service and future developments; and**
- c) **Noted the potential implications and resources which may be required from investigations and enforcement notices.**

**15. CIPFA Financial Management Code**

Margaret Hogg presented a report to update on a new CIPFA Financial Management Code and an assessment for compliance of the IJB. Since these are minimum standards CIPFA's judgement is that compliance with them is obligatory if an IJB is to meet its statutory responsibility for sound financial administration. Officers highlighted that beyond that, CIPFA members must also comply with it as one of their professional obligations.

Officers advised that the assessment has been undertaken and the IJB are compliant with the new code. Given the financial challenges, developmental areas have been identified to tighten financial management controls.

**The IJB Finance, Audit and Scrutiny Committee:**

- a) Noted the requirements of the CIPFA Financial Management Code; and**
- b) Noted the assessment of compliance for the IJB and the developments recommended for progression.**

**16. Next Meeting**

The next meeting was noted as Wednesday 14<sup>th</sup> June 2023 at 9.30am via Microsoft Teams.