
Minute of Performance and Audit Committee

Date: Tuesday 1st August 2023

Time: 2pm

Place: MS Teams

Present

Councillor Hugh Hunter (Chair)

Jean Ford Non- Executive Director NHS (Vice Chair)

In Attendance

Tim Eltringham, Director of Health and Social Care, HSCP

Gary Hoey, Chief Social Work Officer, HSCP

Billy McClean, Head of Community Health & Care Services, HSCP

Mark Taylor, Adult Protection Lead Officer, HSCP

Angus Brown, Audit Scotland

James Andrew, Co-ordinator (Organisational Development, Change and Improvement)
SAC

Louise Gibson, Senior Manager Allied Health Professionals HSCP

Lisa Duncan, Chief Finance Officer, HSCP

Frances Ewan, Staff Side Representative, NHS

Rachael Graham, Planning and Performance Co-ordinator, HSCP

Sarah McLeod, Administration Assistant (minutes)

Cllr H Hunter in the Chair

1. **Apologies for Absence and Declarations of Interest**

Apologies for absence were noted on behalf of Ewing Hope, Sheila Tyeson, Mark Inglis, Fiona Mitchell-Knight and Andrew Kerr.

No declarations of interest were noted.

2. **Minute of Previous Meeting**

Minutes of previous meeting held on 26th June 2023 were approved by the committee.

3. **Matters Arising/ Action Log**

No matters arising.

4. **Community Health and Care 6 Monthly Performance Report**

B McClean explained the purpose for this report is to provide an overview of performance within the service comprising of both baseline information and, where it was available, information for the period up to end of June 2023.

B McClean advised that there have been a few changes with the report and a full revision of the report is due to take place in the latter part of 2023 following a workshop planned for 4th September to create a performance dashboard. This will also see the report undergo more radical revision to ensure most relevant performance indicators are being brought to the Performance and Audit committee.

B McClean noted the plan is for the report to contain national measures that must be reported, locally agreed measures aligned to objectives in the strategic plan and service level measures to demonstrate progress against service level improvement plans. The revised report will be brought to Performance and Audit Committee in January 2024.

B McClean advised that the new format of report could be pulled into a single report rather than separated. J Ford stated that she agrees if this could all be presented together on the one report this would be better, if it would be showing all detail, then should go with this.

B McClean advised that Alcohol and Drug Partnership measures could be taken out as this is multi reported through Chief Officers Group. The position with Adult Support and Protection measures are the same as they are reported elsewhere and this would avoid duplication of reporting.

T Eltringham asked R Graham to contact Elaine Young (Public Health) and ask for a separate report incorporating public health measures in order they could be removed from this report and captured elsewhere. It would be an advantage for the Public Health to draft something to bring to this committee.

B McClean talked through his report and showed the main points by way of presentation slides.

B McClean advised that despite the number of challenging pressures across the health and care system there has been some key improvements to be recognised including a reduction in the rate of emergency admissions, reduction of acute bed days and reduction of readmissions to acute hospitals within 28 days of discharge.

B McClean noted that, Emergency Department conversion has fallen below Scottish average after the pandemic.

B McClean advised Care at Home staffing capacity is still an issue and recruitment is ongoing, by November 2023 all vacant posts should have been filled. There are now 55 new staff in house. B McClean explained that if we are able to recruit more staff around numbers of 100 we will.

B McClean showed graphs on screen which details the picture of delayed discharge bed days which continues to be an area of challenge. A number of workstreams and initiatives have been established to address these they include the following recruitment, demand and capacity analysis and the development of Racecourse Road Intermediate Care Unit and the Reablement Unmet Need Assessment Team.

T Eltringham reported that after having a conversation with the Chief Executive for NHS, it was said that people are leaving Accident and Emergency due to the waiting times and queuing system here. This has been noted anecdotally although no data for this is recorded at the moment.

J Ford noted the good news on the recruitment front and that it would be better to over-recruit and we should continue to do this.

T Eltringham advised that Care at Home recruitment and Delayed Discharges are the two biggest pressures at the moment. B McClean and team are fully aware of all points and have a continued good understanding of what is going on and needs to be done.

H Hunter stated this was a good report.

Cllr Hunter approved the report.

5. Workforce Plan Update

J Andrew spoke through his onscreen slides summarising the current level of progress on the Workforce Plan 2022-25. The Workforce Plan is something that has been requested by the Scottish Government for all Partnerships across Scotland. This plan was previously approved at the Integration Joint Board and the Performance and Audit Committee.

J Andrew advised that when this was taken to the Scottish government, they received very good feedback on the plan for South Ayrshire. H Hunter advised that he agreed the feedback from Scottish Government looked very good.

J Andrew noted that the recent joint inspection of Adult Services confirmed that the Workforce Plan provided comprehensive analysis of the current workforce and projected demand.

J Andrew advised that the Workforce Plan details a comprehensive action plan across four key themes as per Scottish Government guidance. To support this the Director appointed a Senior Staff Governance Group with a number of additional sub-groups. Each sub-group is chaired by a Senior Manager and progress recorded using Pentana.

J Andrew noted the sub-groups include recruitment and retention, learning and development and wellbeing. An additional strategic planning sub-group was also initially proposed however on further consideration it was felt this could be incorporated by having strategic planning input across all sub-groups.

J Andrew spoke about the need for policies around Ageing Workforce and planning ahead for this. T Eltringham advised that this is going to be a focus for some time to come.

Cllr Hunter agreed the report.

6. Annual Performance Report 2022-23

R Graham advised the committee on the content of the report and its purpose. This report is taken to Scottish Government on an annual basis. As this is a large document with a lot of content R Graham spoke about the key points within the report. The report allows for the performance of the partnership and good news stories to be shared from throughout the year.

R Graham advised that it hasn't been too long since the last report was submitted for Performance and Audit Committee in February for 2021-2022 report as timescales have returned to the pre-covid arrangements and the report is due for submission in the Summer of each year. It is expected to follow these timescales now going forward with the 23-24 report due in the Summer of 2024.

R Graham reported on the key activity within both Community Health and Care services including the joint inspection of adult services by the Care Inspectorate and Health Improvement Scotland during the Autumn of 2022 with the final report received in 2023 which was rated good across all services. R Graham also noted the development of the new locality teams within adult services, the opening of the Arran View Day centre for those with a learning disability as well as the launch of the Learning Disability Strategy in the summer of 2022 as highlights noted within the report.

R Graham noted the highlights with Children's Health, Care and Justice services including the work of the Belmont Family First team who provide early and prevention focussed approach to families and children and the Young Carers team who have had significant focus this year particularly notable is the short film 'The Weekend' which premiered this year in February at an event held at Ayr Town Hall and has attracted significant praise.

R Graham also noted the Belmont Family First and Young Carers team received awards at The Outstanding People Awards this year.

R Graham noted this report will be submitted to Scottish Government following agreement from the committee today and thanked all those who contributed to the report.

H Hunter also thanked everyone for their input into the report. This was a very good report and good work was done here. He also asked about Belmont Family First roll out in other schools if there was a timeframe on this.

G Hoey advised that there were small steps in other schools initially to embed them into clustered primaries and Academy's. There is commitment to take Belmont Family First into these other schools as this model has been working very well.

Cllr H Hunter report approved.

7. Sexual Exploitation Strategy Update

M Taylor presented the sexual exploitation strategy update today on behalf of lead officer for Beth MacLean who is on Annual Leave.

M Taylor spoke about the implementation plan and gave an overview of how things were moving along.

M Taylor noted that since the last report in February 2023, there has been a significant amount of work done to review and update the actions held within the strategy implementation plan. Each individual action has been reviewed and updated on Pentana.

M Taylor noted that as detailed in the report to Performance and Audit Committee in February 2023, changes in personnel and roles/responsibilities had meant that it was in some cases unclear what progress, if any, had been made with some of the identified actions.

M Taylor advised that the main concerns are on the actions which are currently on hold. The implementation group will carry out a full review of the strategy implementation plan including the review of any actions on hold to see if they are still required and relevant going forward. An update will be brought back to Performance and Audit Committee for review in 6 months.

G Hoey thanked Beth, Mark and others who have reviewed the implementation plan. It was noted that some targets were hard to achieve. There is work going on around

Children Services Planning, looking at other work and making awareness of child exploitation and vulnerabilities.

Cllr H Hunter approved this report.

8. Allied Health Professionals Strategic Performance Report

L Gibson spoke about the performance data and recruitment plan for Allied Health Professionals.

L Gibson noted that a review of the data and how this is captured are underway and there is plans to adopt the Pentana reporting structure. L Gibson advised this is an area for development and work is ongoing with the Planning and Performance Team on this.

L Gibson noted that in terms of recruitment and retention numbers are improving and absence within staff groups is currently sitting at less than 5%.

L Gibson advised that the improvement plan for 2022-2024, has been developed in conjunction with the services and Allied Health Professionals Senior Manager. This will outline the strategic direction for Allied Health Professionals in South Ayrshire. The AHP Improvement plan is aligned to the outcomes from the IJB Strategic Plan 2021-2031

T Eltringham advised that this is a work in progress as there are difficulties on extracting data from certain places in relation to this area of work but that it was still very helpful to bring along and report on today.

H Hunter expressed that Occupational Therapy having an average of 6-7 weeks waiting time is concerning. This is happening due to ongoing issues with recruitment of Occupational Therapist which is causing a risk to the service that people are waiting for so long.

H Hunter also noted that the Directorate Management Team is to review this and come back with a proposed solution.

Cllr H Hunter approved this report.

Any Other Business

No other business reported.

Cllr Hunter thanked everyone for their attendance and brought the meeting to a close.

Date of Next Meeting

Tuesday 3rd October 2023