

South Ayrshire Health and Social Care Partnership

REPORT

Meeting of South Ayrshire Health and Social Care Partnership	Integration Joint Board
Held on	25th June 2020
Agenda Item	6
Title	Governance update
Summary: The purpose of this report is to seek agreement from the IJB on the proposed resumption of governance meetings and to bring to the IJB's attention to further ongoing work in relation to governance within the IJB.	
Presented by	Director of Health and Social Care
Action required: It is recommended that the Integration Joint Board: <ul style="list-style-type: none"> i. Agrees to recommence governance meetings including the IJB and its subcommittees and for these meetings to be held virtually; ii. Notes that the process is underway to produce a revised Strategic Commissioning Plan by March 2021; iii. Agrees that an Annual Performance Report publication is delayed until September in keeping with other HSCPs; and iv. Noted the resumption of work to improve and clarify IJB governance arrangements and processes including on directions. 	

Implications checklist – check box if applicable and include detail in report									
Financial	<input type="checkbox"/>	HR	<input type="checkbox"/>	Legal	<input type="checkbox"/>	Equalities	<input type="checkbox"/>	Sustainability	<input type="checkbox"/>
Policy	<input type="checkbox"/>	ICT	<input type="checkbox"/>						

Directions required to NHS Ayrshire & Arran South Ayrshire Council, or both	1. No Direction Required	<input checked="" type="checkbox"/>
	2. Direction to NHS Ayrshire and Arran	<input type="checkbox"/>

	3. Direction to South Ayrshire Council	<input type="checkbox"/>
	4. Direction to NHS Ayrshire and Arran and South Ayrshire Council	<input type="checkbox"/>

**SOUTH AYRSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP
INTEGRATION JOINT BOARD**

25 June 2020

Report by Director of Health & Social Care

GOVERNANCE

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek agreement from the IJB on the proposed resumption of governance meetings and to bring to the IJB's attention to further ongoing work in relation to governance within the IJB.

2. RECOMMENDATION

2.1 It is recommended that the Integration Joint Board:

- i. Agrees to recommence governance meetings including the IJB and its subcommittees and for these meetings to be held virtually;**
- ii. Notes that the process is underway to produce a revised Strategic Commissioning Plan by March 2021;**
- iii. Agrees that the Annual Performance Report publication is delayed until September in keeping with other HSCPs; and**
- iv. Noted the resumption of work to improve and clarify IJB governance arrangements and processes including on directions.**

3. BACKGROUND INFORMATION

- 3.1 As the UK entered 'lockdown' as a result of Covid19, the IJB agreed to delegate authority to the Chief Officer to lead and make relevant decisions concerning the HSCP's response to the outbreak. IJB meetings, and meetings of sub-committees such as the Performance and Audit Committee were postponed and IJB members have received regular briefing in the intervening period. This report outlines a proposed approach to reinstating these meetings and seeks the Board's views on other developments in relation IJB governance.

4. REPORT

- 4.1 The IJB are invited to consider and, where appropriate advise on, each of the following areas of governance.

Governance meetings 2020

- 4.2 Meetings were temporarily suspended in the wake of the Covid19 outbreak and 'lockdown' measures announced in March 2020. Following consultation with IJB members and discussions with other health and social care partnerships it is proposed that the IJB now begins to recommends its

governance mechanisms in their entirety albeit in a phased way and with physical distancing measures in place. The following steps are proposed:

- All governance meetings to recommence, with a full schedule in place from August (i.e. the IJB, Performance and Audit Committee, Strategic Planning Group, and Health and Care Governance meetings).
- All meetings to be held virtually until further notice using Skype or MS Teams.
- To maintain a principle of maximum transparency, including all public meetings being streamed and/or recorded where possible.

4.3 Future dates for the IJB, Performance and Audit Committee and the Budget Working Group are attached at Appendix 1.

Strategic Plan and Annual Performance Report

4.4 The IJB are invited to note that South Ayrshire HSCP is required to publish a new Strategic Commissioning Plan by April 2021. Work is now underway to develop a timeline and process for drafting this plan, and we are in communication with our partners about this, including East and North Ayrshire HSCPs who must publish their plans to the same timescale.

4.5 Further reports will be brought to the IJB on the development of the Strategic Plan and the Board will be asked to endorse a final plan for the partnership in March 2021. The Strategic Planning Advisory Group (reporting to the IJB) will be the key oversight forum for the drafting process and we intend to engage as fully and as widely as possible with our delivery partners, service users and wider community in drafting the plan. The Strategic Planning Advisory Group will be refocused with this in mind and its membership refreshed.

4.6 Clearly community engagement will be a particular challenge with physical distancing measures in place but we will be exploring innovative, virtual ways to ensure we engage and communicate fully.

4.7 The IJB are also invited to note that although we are required to produce an Annual Performance Report this year, the Coronavirus (Scotland) Act 2020 emergency legislation offers provisions for such reports to be delayed if response work has been prioritised within the organisation.

4.8 Following discussion with the Scottish Government and other HSCPs across Scotland, officers' recommendation to the South Ayrshire IJB is to delay the Annual Performance report – which is ordinarily to be produced on 31st July – to the September 2020. This will be in keeping with the majority of other HSCPs and, if agreed, a full report will be brought to the IJB meeting on 26th September.

Reviewing IJB Governance

4.9 It has been previously agreed that the HSCP will make a range of improvements/clarifications to IJB governance and will work with the council, health board and North and East HSCPs to implement a revised approach to

commissioning directions in keeping with Scottish Government guidance. Work will include:

- A clearer statement on the decision-making functions of the IJB and Council and NHS Panels/Committees, including clarification on the relationship between the three parties.
- Developing a standard covering report format, which includes a brief section requiring the report author to decide and record if the report requires a direction to be issued to the Health Board, the local Authority or both, or that no direction is required.
- Directions to include detail on the required delivery of the function and financial resources.
- The content of a direction informed by the content of a report on the function(s) approved by the IJB and should be contained in the same report using a standard format.
- A log of all directions issued, revised, revoked and completed should be maintained. This log should be periodically reviewed by the IJB and used as part of performance management processes, including audit and scrutiny.
- A clear articulation of how directions contribute to the HSCP's broader strategic commissioning plan.

4.10 The IJB are invited to note that this work is being resumed at an officer level and are asked to agree that a well-developed or final product (i.e. governance framework and revised processes) will be brought to the September IJB meeting.

5. STRATEGIC CONTEXT

5.1 The work on governance contributes to the aims of our Strategic Plan, in particular, "The system will be outcome focused, proportionate and responsive" and "Bureaucracy will be the minimum it needs to be". It also contributes to or delivery against the recommendations contained within the Scottish Government and COSLA 2019 Review of Progress Under Integration Authorities.

6. RESOURCE IMPLICATIONS

6.1 Financial Implications

6.1.1 There are no direct financial implications of this report for the HSCP or its partners.

6.2 Human Resource Implications

6.2.1 There are no HR implications of this report.

6.3 Legal Implications

6.3.1 There are no legal implications of this report.

7. CONSULTATION AND PARTNERSHIP WORKING

- 7.1 We are in close contact with the council, health board and other Ayrshire local authorities in relation to the relevant pieces of this work. Any new governance processes will have partnership working at their heart, including with staff and with our communities.

8. RISK ASSESSMENT

- 8.1 No formal risk assessment has been undertaken on this report however, members should note the high level of risk associated with not progressing this work. Governance plays a key role in ensuring our services are safe, effective and lawful; there are also reputational risks to not progressing and implementing the improvements outlined.

9. EQUALITIES IMPLICATIONS

- 9.1 No equalities implications occur as a result of this report.

10. SUSTAINABILITY IMPLICATIONS

- 10.1 There are no environmental sustainability implications arising from the contents and recommendations of the report.

REPORT AUTHOR AND PERSON TO CONTACT

Name: John Wood,
Senior Manager – Planning, Performance and Commissioning

Phone number: 01292 612443

Email address: John.wood3@south-ayrshire.gov.uk

BACKGROUND PAPERS

None

18 June 2020

Appendix 1

IJB FUTURE DATES

16th September 2020
21st October 2020
25th November 2020
16th December 2020
17th February 2021
24th March 2021

Dates Cancelled – 15th April & 15th May

PERFORMANCE & AUDIT DATES

28th August 2020
4th December 2020

Dates Cancelled – 22nd May & 19th June

BUDGET WORKING GROUP

4th August 2020
1st September 2020
14th October 2020
11th November 2020
1st December 2020
13th January 2021
4th February 2021

Dates Cancelled – 2nd April, 14th May, 11th June