

Minute

IJB Performance and Delivery Committee

10.00am, Wednesday 14 September 2022

Microsoft Teams

Voting Members:

Councillor Max Mitchell (Chair), Councillor Euan Davidson, George Gordon and Peter Knight.

Non-Voting Members:

Helen Fitzgerald.

In Attendance:

Ian Brooke (EVOG)

Matthew Brass (Clerk)

Tony Duncan (Service Director Strategic Planning, EHSCP)

Helen Elder (Executive Management Support, EHSCP)

Deborah Mackle (EHSCP Locality Manager, South West)

Mike Massaro-Mallinson (Service Director Operations, EHSCP)

Jenny McCann (Programme Manager, NHS Lothian)

Sara McDonald (Principal Accountant, NHS Lothian)

Moira Pringle (Chief Finance Officer, IJB)

Kenny Raeburn (Principal Accountant, CEC)

Julie Tickle (Planning and Commissioning, EHSCP)

Louise Williamson (Committee Services, CEC)

Louise Williamson (Performance and Evaluation Officer, CEC)

Apologies: Ruth Hendery

1. Minutes

The minute of the Performance and Delivery Committee from 6 April 2022 was presented for approval as a correct record, and any matters arising.

Decision

To defer the approval of the minute as a correct record until members who attended the April meeting were present.

2. Annual Cycle of Business

The Annual Cycle of Business updated to September 2022 was presented to Committee.

A revised ACOB for 2023 was also presented, which recommended adjusting the number of annual meetings from 8 to 6.

Decision

- 1) To agree the updated annual cycle of business attached at appendix 1.
- 2) To agree to defer the decision on the 2023 ACOB until the October Committee meeting, following an informal discussion out with Committee on the proposed adjustment to the meeting calendar.

(Reference – Annual Cycle of Business, submitted).

3. Rolling Actions Log

The Rolling Actions Log updated to September 2022 was submitted.

Decision

- 1) To agree to close the following actions:
 - Action 1 – Transition for Young People with a Disability from Children's Services to Adult Services
 - Action 2 – Annual Review of Directions
 - Action 3 – Carers Strategy Performance and Evaluation Year One Report
 - Action 4 – Performance Report
 - Action 6 – National Care Service.
- 2) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted).

4. Finance Update

An update on the financial performance of delegated services for the first 4 months of the financial year was presented for noting.

Members raised concerns on staff vacancies and the level of underspend in several service areas despite the ongoing recruitment efforts. Assurances were given that, despite underspend, the nature of underspend due to staff vacancies was a definite negative consequence.

Further, members questioned the lack of operational service impact in finance reporting at Committee. Despite being finance orientated, members felt it necessary to present the service impact of the financial position – particularly in staff vacancies – in order to assess the implications for the performance and delivery of services.

Moving forward, members questioned the separation of costs incurred from Covid-19 into a separate category and suggested that these costs should be included in standard reporting in future iterations.

Decision

- 1) To note the financial position for delegated services to 31st July 2022.
- 2) To provide a report back to a future Committee meeting on recruitment challenges and the work with Capital City Partnership.
- 3) To note that the Committee may consider the System Pressures report going to the September EIJB meeting for further scrutiny, depending on the outcome of the Board meeting.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

5. Savings and Recovery Programme 2022/23 Update

An update on the position of the 2022-23 savings and recovery programme as at July 2022 was presented for noting.

Members requested the inclusion of the voluntary sector in future savings programme if possible, for example, in community equipment. Officers intended to explore ways in which the voluntary sector and other sectors could be involved in the programme when the new Hospital and Hosted Services Manager was in post.

Decision

To note the current position of the 2022/23 Savings and Recovery Programme.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

6. EIJB Annual Performance Report 2021-22

A draft of the EIJB Annual Performance Report (APR) 2020-21 was presented for scrutiny before it's submission to the Board for approval.

New members voiced concerns on the time they'd had to consider and efficiently scrutinize the report, however, existing members provided assurance that the APR had been considered in-depth and shaped by the Committee over previous meetings.

Members requested that, in future iterations of the APR, that the wide variety of services provided are included, as the current version focused on GP and Homecare provisions.

Decision

- 1) To consider the key messages and content of the APR 2021/22.
- 2) To refer the APR 2021/22 to the EIJB for approval at their meeting on 27 September 2022, noting that the Committee have provided limited scrutiny due to the tight turnaround between the Committee meeting and the EIJB paper publication.

(Reference – Report by Service Director – Strategic Planning, EHSCP, submitted)

6. Performance Framework

An update on the development of a performance framework was presented. The purpose of the framework was to measure performance against the Strategic Plan and ensure robust performance monitoring.

Members noted the importance of the framework and the importance of data moving forward to help inform decision making. The translation of data was also noted of significance to help the Committee bridge the gap between governance and operational decision making.

Decision

- 1) To note the update on the development of the EIJB Performance Framework and upcoming workplan.
- 2) To agree in principle with the overarching approach to the performance framework set out in the paper.
- 3) To note that a more mature draft of the EIJB Performance Framework will be presented to the P&D Committee meeting on 30 November 22.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

7. Update on Directions

An update on the progress of directions was presented which included the proposal of closing two directions which had been achieved since the last review. Information was also provided on the delayed directions, including the Bed-Base Review and the recruitment of psychological therapists.

Members expressed an interest on the PWC report into the One Edinburgh programme and recognised that, although sight of this would not be possible due to commercial sensitivities, the results of the review would be included in future reporting.

Decision

- 1) To note the status updates provided within the Directions Tracker at Appendix 1 which provide progress on delivery of each direction since the last report to Committee in April 2022 as part of the annual review of directions process.
- 2) To agree the recommendation to close 2 directions as these have now been achieved.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

8. Date of Next Meeting

Wednesday, 5 October 2022.