

Health & Social Care Partnership

East Ayrshire Health & Social Care Partnership
Integration Joint Board
17 August 2022 at 2pm
Council Chambers/ MS Teams

Present: Councillor Reid, East Ayrshire Council (Chair)
 Mr Craig McArthur, Chief Officer
 Mr Alex McPhee, Interim Chief Finance Officer
 Ms Sheila Cowan, NHS Ayrshire & Arran Non-Executive Director
 Irene Clark, Advocacy Services
 Councillor Neil Watts, East Ayrshire Council
 Mr Neil Kerr, ADP Independent Chair
 Ms Isabella Paton, Carers Representative
 Dr Sukhomoy Das, NHS Ayrshire & Arran Non-Executive Director
 Mr Michael Breen, NHS Ayrshire & Arran Non-Executive Director
 Dr Alexia Pellowe, Clinical Director
 Ms Allina Das, Staff Side Representative
 Ms Jennifer Wilson, Executive Nurse Director
 Ms Vicki Campbell, Head of Primary & Urgent Care
 Mr Ewan McGill, Communications Officer
 Ms Dalene Steele, Associate Nurse Director
 Ms Marion MacAulay, Chief Social Work Officer
 Councillor McKay, East Ayrshire Council
 Ms Lisa Cairns, CVO

In Attendance: Ms Amanda McInnes, Senior Manager Business Support
 Ms Diane Norwood, Service Manager Business Support
 Ms Catherine Adair, Governance & Communications Manager
 Mr Jim Murdoch, Senior Manager Wellbeing, Planning & Performance
 Ms Lianne McNally, Senior Manager AHPs
 Mr Erik Sutherland, Head of Locality Health & Care
 Mr Dougal Watt, Senior Auditor
 Ms Jo Gibson, Head of Wellbeing & Recovery
 Ms Rebecca McConnachie, Deloitte
 Ms Kathleen Winter, Public Health
 Ms Aileen Anderson, Committee Secretary (Minutes)

Agenda	Discussion	Action
1.	<p><u>Welcome & Apologies</u></p> <p>Councillor Reid welcomed everyone to the meeting and noted apologies from Mahanth Manuel and Angela Gracie.</p>	

2.	<p><u>Good News Story – HEART Model</u></p> <p>Ms Sina Currie delivered a presentation on the HEART Model. It was noted that the new model was a perfect example of person-centred practice and was trauma informed; it was further noted that longevity of practice was crucial as quantitative data around the new model will take some time to highlight the positive impact of the model.</p> <p>Ms Dalene Steele highlighted that short fall in Health Visiting staff and commended the investment agreed by Mr Craig McArthur and Ms Marion MacAulay. Liaison was also taking place with Rosemary Robertson from South Ayrshire HSCP to address the challenges with recruitment and retention for the Health Visiting Service; this was noted as an ongoing national challenge.</p> <p>Councillor Reid recognised the chaotic circumstances families can find themselves in and queried the involvement of both parents where possible; it was highlighted that the model focuses on the needs of the individual child however where dual parents are involved this would be considered from the child’s perspective and supported to meet their needs.</p>	
3.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
4.	<p><u>Minutes of the Previous Meeting held on 22 June 2022</u></p> <p>The minutes of the previous meeting were agreed as an accurate record of discussions.</p>	
5.	<p><u>Matters Arising</u></p> <p>It was highlighted that there was no data yet available to show the impact of planned interventions from the Unscheduled Care Report therefore this will be brought to the next meeting.</p>	
6.	<p><u>Annual Report – Audit and Performance Committee</u></p> <p>Ms Sheila Cowan presented the report for consideration and to provide assurance to the Board that governance arrangements and internal controls were adequate for the Board.</p> <p>The report provided information in relation to the programme of work undertaken by the Audit and Performance Committee (the Committee) during 2021/22. This included information on health and social care performance, internal and external audit reports, and activity and progress of the Strategic Commissioning Board. The report also detailed the Committee’s assurance to the Board that governance arrangements and internal control were adequate for inclusion in the governance statement in the IJB Audited Accounts for 2021/22.</p>	

	<p>The Committee has met on four occasions during 2021/22 in June, August, November 2021 and March 2022. The Committee received and considered reports on Performance/ Best Value, Finance, Governance, Audit and Standards over this time.</p> <p>During 2021/22 the Committee continued to focus on the level of employee completion of EAC FaceTime/ PDR returns as an area for improvement and to aim for a 95% completion rate. Partnership Scorecards and Corporate Indicators show that the EAC FaceTime completion rate had decreased to 33% and NHS Ayrshire & Arran's appraisals completed on TURAS has also decreased to 27% and this continued to be an area of targeted improvement. It was noted that the FaceTime system was off line for a period of time and went live again on 18 May 2022 which now allows EAC Employees to continue with their electronic FaceTime reviews.</p> <p>The Best Value Service Review programme was presented and approved by the Committee on 12 November 2019. The aim was to ensure a programme of Service Reviews in place and these reviews be successfully undertaken as an integral part of the transformation required to meet the sustainability challenge detailed in the Strategic Plan and Medium Term Financial Plan.</p> <p>Work on all planned audit assignments, as well as outcomes from previous years informed the IJB Chief Internal Auditor's Annual Opinion for 2021/22 considered by the Committee with no significant issues raised. The Internal Auditors annual opinion continued to be that reasonable assurance could be placed on the IJBs overall adequacy and effectiveness of the organisations framework of governance, risk management and control in the year to 31 March 2022.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note the contents of the Internal Audit Report 2021/22 and the IJB Chief Internal Auditor's continuing annual opinion of reasonable assurance as laid out in the report; ii. Note the Boards Internal Audit Plan for 2022/23; and iii. Accept the assurance provided by the Audit and Performance Committee as outline in the report in respect of the adequacy of the Governance and Internal Controls of the Board for 2021/22. 	
7.	<p><u>Draft Annual Performance Report</u></p> <p>Mr Jim Murdoch presented the report for 2021/22.</p> <p>The Annual Performance report was an opportunity to reflect on the past year and to celebrate the work and achievements of our services, employees and partners. It was also a key document which allows the Partnership to acknowledge the main challenges it is facing and is likely to experience in the future, with the Covid-19 pandemic being a prominent theme over the last two years.</p>	

	<p>The report demonstrated how the Partnership performed against outcomes for health, wellbeing, children and young people and justice in 2021/22 in addition to outlining key developments and achievements throughout the year, evaluating the Partnership's financial performance and setting out ambitions going forward into the next year.</p> <p>Progress was measured through tracking actions, work plans and key measures. The Report set out a range of important measures of progress and described some of the main areas the Partnership has been working on and the impact achieved for people. The Report also built on the information published in previous Annual Performance Reports, providing a year-on-year narrative of progress.</p> <p>East Ayrshire has seen performance decline across the majority of 'data' indicators within the Core Suite of Integration Indicators (CSII) throughout 2021/22 in comparison to the previous year. However, there had been improvement in emergency readmission to hospital within 28 days of discharge which fell by 1.8%, a 2.2pp decline in resource spent on hospital stays where the patient was admitted in an emergency, and only a minimal change in the proportion of last six months of live spent at home or in a community setting which fell by 0.5pp. The most notable challenges experienced during 2021/22 were the rise in the emergency bed day rate and delayed discharge bed days for older people, however the increase of 103% did not reflect that our local 2021/22 performance was still significantly below the national average. It was noted that activity levels across some departments were lower during 2020/21 due to social restrictions and the adaptation of service delivery to minimise Covid-19 infection risk, and that increased figures in 2021/22 will reflect a return to more normal levels of service provision.</p> <p>East Ayrshire performance also declined across all core MSG indicators throughout 2021/22 in comparison to the previous year. During calendar year 2021, the rate of unscheduled admissions rose by 8.7% and unscheduled care occupied bed days rose by 14.6%. Compliance with the four hour emergency department standard declined significantly by 11.2 percentage points during 2021/22 and the proportion of last six months of live spent in community setting fell by 0.4 percentage points. The rate of delayed discharge bed days increased notably by 67.5% in 2021/22, however, this still represented an areas of sustained strength being considerable lower than the national rate.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Approve the content of the draft Annual Performance Report 2021/22; and ii. Note that the draft Annual Performance Report had been published on the Partnerships 'Our Performance' website. 	
8.	<u>Audited Annual Accounts 2021/22</u>	

Mr Alex McPhee presented the report to advise the Board of the requirements introduced by the Local Authority Account (Scotland) Regulations 2014; present the audited Annual Accounts 2021/22 for approval; and to consider the External Auditors ISA 260 Report detailing the outcome of the audit of the Annual Accounts.

The unaudited Annual Accounts 2021/22 were approved by the Board on 22 June 2022. The External Auditor (Deloitte LLP) attended the Audit and Performance Committee on 02 August 2022 to provide a verbal update on the ongoing audit progress in advance of the clearance meeting on 08 August 2022. Following the clearance meeting, the final audited Annual Accounts were presented for formal approval along with the External Audit ISA260 report.

The net cost of provision of services in 2021/22 was £263.251m. Earmarked funding commitments were set out within the Notes to the Annual Accounts. These commitments include £11.363m Covid-19 funding, £0.908m Interim Care funding, £0.386m Children and Young People Mental Health and Wellbeing finding, £1.021m Alcohol and Drugs Partnership funding, £0.741m Urgent Care Pathway funding, £0.706m Mental Health Recovery and Renewal funding, £2.351m Primary Care Improvement Fund and £0.205m Mental Health Action 15 funding. After taking account of earmarked commitments, there was an uncommitted balance of £4.205m for 2021/22.

As in 2021/22, the Board approved the 2022/23 budget on a 'business as usual' basis at its meeting on 23 March 2022. It was anticipated that the ongoing pandemic response will continue to impact on 2022/23 albeit to a lesser extent than 2021/22. Prudent financial management, aligned to medium term financial planning, which has allowed the Board to mitigate pressures, deliver outcomes and manage its financial affairs in a challenging financial and operational environment over the course of 2021/22, will continue in 2022/23 and going forward.

The Board noted the report and agreed the following recommendations:

- i. Note the audited final outturn position for the IJB for 2021/22;
- ii. Approve that earmarked balances totalling £20.642m are retained for their intended purposes;
- iii. Approve that of the uncommitted balance totalling £4.205m for 2021/22, £2.796m is retained as a general contingency in line with the IJB Reserve Strategy, with £0.500m set aside for workforce development purposes and £0.909m set aside for transformational purposes;
- iv. Note the content of the Independent Auditors Report as included in Section 7 of the Annual Accounts;
- v. Note the content of the separate External Auditors ISA 260 report detailing the outcome of the audit, as presented to the Board; and
- vi. Approve the East Ayrshire Health and Social Care Partnership audited Annual Accounts 2021/22.

<p>9.</p>	<p><u>External Audit ISA360 Report 2021/22</u></p> <p>Ms Rebecca McConnachie presented the ISA260 Report.</p> <p>The report noted that the Board continued to have effective budget setting and monitoring arrangements in place. This was supported by an experienced finance team and a robust internal audit function, as well as appropriate arrangements for the prevention and detection of fraud and error.</p> <p>The Board noted the report, and thanked Deloitte for their engagement and support over their 5 year appointment which had now ended.</p>	
<p>10.</p>	<p><u>Chief Social Work Officer Report</u></p> <p>Ms Marion MacAulay presented the Chief Social Work Officer (CSWO) Report for 2021/22. The report set out a summary of social work and social care activity in East Ayrshire for the year 2021/22 and sought to highlight the way in which services had positively impacted the lives of the people of east Ayrshire. The report also looked to the future in terms of potential challenges and areas of ongoing development and challenge.</p> <p>The report provided an overview of the delivery of social work and social care services in East Ayrshire. It also provided an overview of the specific activities of the CSWO in respect of professional leadership, governance, values and standards of decision making.</p> <p>The report included performance data in relation to key social work and social care indicators, in addition to reflecting on the operational delivery and development of services across children’s services, social work justice services, adult and community care services and social work out of hours services.</p> <p>Positive performance was recorded in relation to a number of service areas in 2021/22 including, Looked After and Accommodated Children movement; the proportion of Social Enquiry Reports submitted to Court by the due day; supporting older people to live in housing rather than in a care home or hospital setting; and unpaid work requirements being successfully completed within timescales.</p> <p>Various areas for improvement have also been identified, such as; the percentage of personal carers who are qualified to Scottish Social Services Council standard; child protection decision making processes being completed within standard timescales; report submissions to the Scottish Children’s Reporter Administration by the due date; and bed days lost as a result of delayed discharge.</p> <p>Elected Members sought assurance around supports for local families in relation to the cost of living crisis and inflation as we approach the winter. It was highlighted that mitigations are being put in place where possible and</p>	

	<p>the service already works with communities who will be most affected through the energy crisis. There have been some cases where families are being financially supported directly thanks to support from Scottish Government; the Financial Inclusion Team will also work with families to maximise incomes and support where possible.</p> <p>Councillor Watts recognised the work involved in placing children into adoption and highlighted that lower numbers of older children being adopted into families. It was noted that there was a number of factors involved in placing children and most adoptive parents request babies of young children as they can often adapt to their circumstances easier than older children. It was recognised that adopting older children can be challenging due to the previous environments and the emotional impact this can have on children. Ms Marion MacAulay advised that, for the first time ever, there is a waiting list for adoption of babies. It was also highlighted that there have been some hugely positive stories of older children being adopted over the last few years with one family adoption a sibling group of three older children together.</p> <p>Councillor McKay noted the government push to increase naloxone availability in communities and recognised the number of deaths in East Ayrshire; discussion took place regarding the cost of the naloxone training and provision and the positive stories where this has successfully prevented a death. Mr Jim Murdoch advised that the Drug Death Action Group maintain a log of naloxone training provision and receive data from Scottish Ambulance Service on cases where naloxone has been used successfully and this is monitored on a regular basis.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Receive the Annual Report of the Chief Social Work Officer 2021/22; ii. Note that the Chief Social Work Officer Report had been submitted to the Scottish Government; iii. Note that the report was presented to East Ayrshire Council on 29 June 2022; and iv. Recognise the dedication and commitment of those delivering social work and social care services for the people of East Ayrshire, particularly in the context of the pandemic. 	
11.	<p><u>Health and Care Governance Annual Report</u></p> <p>Ms Lianne McNally presented the report to provide assurance to the Board that systems and procedures were in place to monitor health and care governance in line with the Board's statutory duty for quality of care.</p> <p>The report provided an update on the Health and Care Governance Group (the Group) activity from the period April 2020 to June 2022. An annual report for 2020-2021 was delayed due to the retiral of the Health and Care Governance Chair. Exception-reporting detailed areas of concern and areas</p>	

	<p>requiring additional consideration. Significant highlights and learning were also noted.</p> <p>The Group met on eight occasions during the period April 2022 to June 2022. During the first quarter of 2022, the Group reviewed the structure and terms of reference. To enhance governance and assurance the group were seeking additional membership from people who use services through the new Engagement Officer.</p> <p>The group have tested a new meeting structure incorporating Service Effectiveness, Continuous Improvement, Risk Management and Person Centeredness to support and Quality Learning System approach to providing assurance. Qualitative and Quantitative data analysis will help to drive improvement.</p> <p>Councillor McKay highlighted the use of acronyms and specialist language, and requested that these be simplified for future presentations to the IJB.</p> <p>Mr Irene Clarke noted that East Ayrshire Advocacy were a founder member of RADAR and had not been recognised in the report; it was agreed that this would be amended to reflect the Advocacy service involvement.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i. Note and comment on the content of the Health and Care Governance Group Report for the period April 2020 to June 2022. 	
12.	<p><u>Up-Dates Self-Evaluation in Relation to Ministerial Strategic Group/ Audit Scotland Progress Review</u></p> <p>Mr Erik Sutherland presented the report to provide an update on the self-evaluation previously endorsed by the Board in relation to the Ministerial Strategic Group for Health and Social Care.</p> <p>A previous report presented the findings of the Audit Scotland/ Accounts Commission 'Health and Social Care Integration' was brought to the Board in December 2018. At that time, the Board agreed to remit Audit and Performance Committee to undertake a detailed assessment of the implications of the report for East Ayrshire.</p> <p>The Ministerial Strategic Group published a follow-up progress review giving more detail and made a range of proposals. A detailed East Ayrshire assessment was undertaken and presented to the Audit and Performance Committee, the Board and submitted to the Scottish Government in May 2019.</p> <p>The updated self-evaluation position shows 'exemplary' status for 13 of the proposed improvements related to features supporting integration with a further 7 being assessed as 'established' and two as 'partly established'.</p>	

	<p>The ‘partly established’ improvement areas relate to the full implementation of delegated and set aside hospital budget and to improve capacity for strategic commissioning of delegated hospital services.</p> <p>Similarly, the ‘established’ features relate to full budgetary alignment, financial reserves, the loss of identity resources to meet population need, support to the Section 95 Officer, fully embedded health and care governance arrangements, and the issuing of Directions.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Receive the up-dated self-evaluation in relation to the Ministerial Strategic Group/ Progress Review; ii. Note and comment on the updated self-evaluation; and iii. Receive periodic progress up-dates on improvement activity until satisfactorily concluded. 	
13.	<p><u>National Care Service (Scotland) Bill</u></p> <p>Mr Craig McArthur presented the report for the Board to approve the joint response with East Ayrshire Council to the Scottish Parliament Health, Social Care and Sport Committee’s Call for Views on the National Care Service (Scotland) Bill.</p> <p>The Independent Review of Adult Social Care was commissioned by the Scottish Government in September 2020, to examine how adult social care can be most effectively reformed to deliver a national approach to care and support services, including consideration of a national care service. The remit was to recommend improvements to adult social care support in Scotland, primarily in terms of the outcomes achieved by and with people who use services. The report of the Independent Review of Adult Social Care was published on 03 February 2021.</p> <p>Following publication of the report, the Scottish Government confirmed that it was committed to implementing the recommendations of the Independent Review on 09 August 2021 published a consultation document setting out the proposals for delivering social care in Scotland. Responses to the consultation were invited by 02 November 2021. A joint East Ayrshire Council and Integration Joint Board response was agreed; following a period of engagement which included a joint IJB and Council seminar with partners and stakeholders on 10 September 2021 and circulation of an internal survey distributed to wider partners and stakeholders.</p> <p>The National Care Service (Scotland) Bill was laid before Parliament on 20 June 2022 and will make Scottish Ministers accountable for adult social care in Scotland. The Bill allows Scottish Ministers to transfer social care responsibilities from local authorities to a new national service. This could include adult and children’s services, as well as areas such as justice social work. Scottish Ministers will also be able to transfer healthcare functions from the NHS to the proposed National Care Service.</p>	

The Scottish Government is committed to establishing the National Care Service by the end of this Parliamentary Term (2025/26). The Bill is currently at Stage 1 (General Principles) of the legislative process. At this stage, the Bill is given to a Lead Committee, whose remit most closely relates to the subject of the Bill. Other committees can also look at the Bill and will report to the Lead Committee.

The Lead Committee is responsible for examining the Bill. It hears from experts, organisations, and members of the public about what the Bill would do. It then writes a report about what it has heard and giving its own view of the Bill. This Stage 1 report usually makes a recommendation about whether Parliament should support the main purpose of the Bill. The Parliament then debates the Bill and decides whether it should go on to Stage 2, or be rejected.

In the previous consultation response, key messages highlighted the success and effectiveness of integration in East Ayrshire and noted concerns that the proposals for strategic change would have fundamental and unintended consequences for East Ayrshire's communities. The Board included examples of the innovations and high quality services that are being delivered in East Ayrshire. These were repeated in the proposed submission to the Health, Social Care and Sport Committee.

Discussion took place regarding the content of the response in comparison to the MSG self-evaluation and that these could be better aligned. Craig McArthur agreed that the early draft which had been shared with the Board would be updated ahead of presentation to the Council.

Councillor Watts expressed concerns around the direction of the National Care Service when locally there is a positive move towards local services; concern was also raised around the jobs, Council roles and Social Care Services.

The Board noted the report and agreed the following recommendations:

- i. Note that the National Care Service (Scotland) Bill was laid before the Scottish Parliament on 20 June 2022;
- ii. Note the background to the publication of the Bill, including the recommendations of the Independent Review of Adult Social Care;
- iii. Note the terms of the East Ayrshire Council and Integration Joint Board joint response to the Scottish Government's consultation undertaken from 09 August – 02 November 2021;
- iv. Note that the Scottish Parliament Health, Social Care and Sport Committee has issued a Call for Views on the Bill with submissions to be made by 02 September 2022;
- v. Note that a joint response to the Call for Views has been prepared on behalf of East Ayrshire Council and the Integration Joint Board attached to the report;
- vi. Note that an update from the Board will be provided at the meeting of East Ayrshire Council on 25 August, by the Director of Health and Social Care;

	<p>vii. Agree the enclosed joint response, subject to any changes as discussed; and</p> <p>viii. Remit to the Chief Executive and Director of Health and Social Care to finalise the joint response, incorporating any final changes received and to ensure that the response is submitted by the deadline of 02 September 2022.</p>	
<p>14.</p>	<p><u>Best Value Service Review – Older People’s Services</u></p> <p>Mr Erik Sutherland presented the report to advise the Board of the outcome of the Best Value Service Review (BVSR) of Older People’ Day Services. A more detailed version of the report was made available to members on the CPP Portal.</p> <p>To date, the BVSR has evaluated current delivery of the Service utilising the 4C’s approach, Challenge, Consult, Compare and Compete/ Collaborate, and has identified a range of key improvement areas based on the findings. It has subsequently completed an options appraisal and gained approval of the recommended model for delivering Older People’s Day Service.</p> <p>Older People’s Day Services aim to provide high quality, needs led services for older adults with physical disabilities, frail older people and people with dementia-type illnesses to meet their social, psychological and physical needs. It provides invaluable respite for carers and support individuals to live life to their maximum potential while remaining within their own home and community.</p> <p>The centres are managed by two Day Care Co-ordinators with the North Co-ordinator having responsibility for Kilmarnock and Stewarton centres and the South Co-ordinator having responsibility for Auchinleck and the remaining satellite sites (Ross Court, Afton Court, New Cumnock, Mauchline and Patna). Responsibility for managing the Day Care Co-ordinators sits with a single Team Manager in Locality Health and Care Services.</p> <p>Older Persons Day Services suspended normal buildings-based service delivery in March 2020 due to the pandemic, however outreach services have been provided during this period to ensure a level of support. Some services restarted in December 2021 before closing again soon after due to the ‘Omicron’ wave. Limited buildings-based provision recommenced in early February 2022 – controlled re-openings have continued in June and July 2022. Although infection control measures still result in reduced capacity from pre-pandemic levels at the time of writing all day care sites plan to be reopened by the end of August 2022.</p> <p>During consultation with staff, a number of issues were raised in relation to the staff structure and the roles comprised therein. A structure should be developed that facilitates workplace decision making, accountability and embeds the FACE behaviours, particularly when the Day Care Coordinators are not available or working at a particular centre. The roles and responsibilities should align across the North and South of the authority,</p>	

while reflecting local delivery requirements. Pay, grading and job descriptions should be reviewed to reflect the level of responsibility contained within each post and to ensure appropriate support and supervision arrangements are in place.

Any new staffing structure should ensure clear career development pathways to facilitate succession planning and staff retention while ensuring grading of all posts align with similar roles across the Partnership.

During the stakeholder engagement process, reference was made to improving multi-disciplinary working with health, care and third sector partners. There is a range of ways in which this could be promoted including more health service delivery in building-based day care, or strengthening links with local and national third sector organisations who may provide services, practical support or information to residents who use Day Care Services. This should help to both enrich the experience and improve health and wellbeing outcomes for services users as well as ensuring efficient use of resources.

A key priority of the Review was to improve service delivery in Older People's Day Services to ensure Service users are fully supported to meet their individual outcomes. The consultation noted that improvements in choice over service delivery would enhance people's experience and ability to meet their outcomes.

Use of and access to digital technology for staff and service users should be considered both in terms of promoting digital inclusion and also to complement activities for people who access day care. This will necessitate an assessment of IT infrastructure at buildings used for day care in East Ayrshire. Transport was also a recurring theme in the consultation stage, therefore consideration should be given to improving the efficiency of transport to and from the centres and also access to more flexible transport for outings.

It was acknowledged that the information about Older People's Day Services available on the Council's website was very limited. This should be addressed to improve the profile of the service and also to ensure future users and their relatives or carers are able to source the information they require.

At the second stage of the appraisal exercise Option 3 was identified as the recommended model for delivering Older People's Day Services. If approved, implementation of this model would require additional funding of £32,080 in year 1 and £27,069 recurring.

Dr Das sought clarity on whether the review had been triggered before the pandemic and that service users were involved as they provide the best view of the impact in reduction of service. It was noted that service users and carers were involved throughout the process.

	<p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note that Option 3 is the preferred option from the service review; ii. Approve implementation of Option 3 as the future delivery model for Older People’s Day Services; iii. Task the implementation Officer to progress final recommendations; and iv. Issue a Direction to East Ayrshire Council to implement the outcomes for the Older People’s Day Services Best Value Service Review. 	
15.	<p><u>Best Value Service Review – Business Support</u></p> <p>Ms Diane Norwood presented the report to share stage 7/8 Final Conclusions of the Best Value Service Review (BVSr) which was undertaken in respect of the Business Support Service and to seek approval to progress to implementation of the recommendations. A copy of the full report was made available to members on the CPP Portal.</p> <p>Following an options appraisal, improved in-house delivery was identified as the recommended model for delivering Business Support. Benefits included improved staffing support structures; a structured career path for staff; consistent job descriptions, remits and designations; consistent support and cover for managers with reduced duplication and opportunities for better sharing of knowledge.</p> <p>It was proposed that the Business Support budget would be managed on a whole system basis, with no requirement to cross charge. This arrangement was similar to the supply of Corporate Support Services, which was seen as part of the Council and Health Board statutory obligation/ contribution to the Board, as as such had been no recharge to costs.</p> <p>The initial stage of the review identified a budget shortfall of £124,144, relating to historical budget gaps and/ or operational teams established without identified administrative resource.</p> <p>Through discussions with the Service Manager (Business Support) and key operational managers, this budget gap has reduced to £86,672. Discussions will continue with managers to identify resource gaps and identify solutions for unfunded admin posts.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note that Option 2 is the preferred option from the Best Value Service Review; ii. Approve implementation of Option 2 as the future delivery model for Business Support, including implementation of joint posts; iii. Issue a Direction to East Ayrshire Council and NHS Ayrshire and Arran to commission Business Support in line with the outcome of the Best Value Service Review; and iv. Task relevant officers with delivering an Implementation Plan. 	

16.	<p><u>Governance Report</u></p> <p>Mr Craig McArthur presented the report to provide the Board with an update on membership of the Audit and Performance Committee; the annual review of Governance Committees Terms of Reference; and the appointment of a Carer Representative on the Board.</p> <p>The report on 22 June 2022, noted that following the local government elections, and the resultant changes to the voting membership of the Board, two Elected Members who left the Board were also members of the Audit and Performance Committee.</p> <p>It was therefore necessary to appoint new members to the Audit and Performance Committee from the EAC nominated members.</p> <p>Recruitment of the new members was progressed through the Chair of the Board and the Chair of the Audit and Performance Committee and Councillor Maureen McKay and Councillor Elaine Cowan have been appointed to the Committee from 02 August 2022.</p> <p>The IJB programme of review of governance arrangements was set out in the Integration Scheme and detailed in the respective Terms of Reference (TOR). The TOR for a number of committees were being reviewed as part of the annual programme and will be presented to the Board as they are completed. The Audit and Performance Committee reviewed their TOR at the meeting on 02 August 2022 and these were shared with the Board for comment and approval.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i. Note the update on membership of the Audit and Performance Committee; and ii. Note the annual review of Governance Committees Terms of Reference is underway, and approve the revised Audit and Performance Committee Terms of Reference. 	
17.	<p><u>Governance Papers</u></p> <p>The minutes of the Audit and Performance Committee from 31 May 2022 were shared for information.</p>	
18.	<p><u>AOCB</u></p>	
19.	<p><u>Date of Next Meeting</u></p> <p>Development Session – 14 September 2022 at 2pm – Recovery Hub, John Finnie Street, Kilmarnock</p> <p>Meeting – 19 October 2022 at 2pm – Council Chambers/ MS Teams</p>	

