



RISK, AUDIT AND PERFORMANCE COMMITTEE

Date of Meeting	23 rd June 2022
Report Title	Directions Update – Process for future reporting
Report Number	HSCP 22.043
Lead Officer	Alex Stephen, Chief Finance Officer
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Consultation Checklist Completed	Yes
Appendices	Appendix A – Example of proposed new layout for Directions spreadsheet

1. Purpose of the Report

- 1.1. This report proposes a revised reporting process for RAPC for Directions instructed to Aberdeen City Council (ACC) and National Health Service – Grampian (NHSG). An update on the status of Directions was presented to the RAPC on 1st March 2022 where Committee member suggested improvements which would support members to better understand the position of Directions issued, specifically the development of a ‘traffic light’ system.

2. Recommendations

- 2.1. It is recommended that the Risk, Audit and Performance Committee:
- a) Agree the process as outlined in section 3.5 and demonstrated in Appendix A.

3. Summary of Key Information

- 3.1. As per the Roles and Responsibilities Protocol of the Integration Joint Board (IJB) and its Committees, the IJB are obliged, “to issue Directions to the Partners under sections 26 and 27 of the Public Bodies (Joint Working) (Scotland) Act 2014, in line with the Integration Scheme and legislative framework sitting around the CEOs of the Partners.”



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As agreed by the RAPC on 23 September 2020 a report will be presented every 6 months to provide Committee the opportunity to overview the ongoing directions.

- 3.2.** The Directions Tracker indicates when they were submitted to the constituent organisation(s), the financial commitment, and the status of each direction. Most of the Directions issued by the IJB are to incur financial expenditure and are therefore centred around commissioning or our transformation programme.
- 3.3.** The Directions Tracker is provided for review at the Chief Officers' monthly performance meeting. This ensures overview from ACC and NHSG Chief Executives and the Chair and Vice Chair of IJB. The tracker is regularly updated by the leadership team and lead officers. The existing process has two classifications of status for a direction:
 1. Complete – represents a direction where the date has expired, and the direction is either no longer required or has been superseded by a new direction. It also includes directions which have been completed within a set timescale and will not be required to continue beyond that.
 2. Ongoing – represents where the current direction is still valid.
- 3.4.** Members discussed at the RAPC on 1st March 2022 that they wished reporting to more clearly represent any areas of concern and any potential upcoming decisions required on the status of Directions. A 'traffic lights' system with three levels was proposed.
- 3.5.** The proposed revised classifications are as follows;
 1. GREEN (Ongoing) represents where the current direction is still valid, in place and not due for renewal or completion.
 2. AMBER (Due) Directions which are due for renewal or completion within the next 6 months including those which are at risk of not being completed within the timescale and / or within the allocated budget. Update to RAPC required.



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3. RED (Concern) Directions which have either
 - a. Not been implemented due to issues with implementation e.g. no service available to deliver on the direction.
 - b. Directions which have expired and have not been reported as renewed or completed.

4. GREY (Complete) - represents a direction where the date has expired, and the direction is either no longer required or has been superseded by a new direction. It also includes directions which have been completed within a set timescale and will not be required to continue beyond that.

4. Implications for IJB

- 4.1. **Equalities, Fairer Scotland and Health Inequality** – there are no direct implications arising from this report.

- 4.2. **Financial** – there are no direct implications arising from this report.

- 4.3. **Workforce** - there are no direct implications arising from this report.

- 4.4. **Legal** – Scottish Government guidance which provides that there should be a log kept of all Directions made - Health and Social Care Integration Statutory Guidance- Directions from Integration Authorities to Health Boards and Local Authorities (Jan 2020). RAPC monitoring and reviewing Directions issued ensures that the IJB is discharging this requirement.

- 4.5. **Other** – NA

5. Links to ACHSCP Strategic Plan

- 5.1. Ensuring that the RAPC has overview of the Directions process will help ensure that the IJB achieves the strategic aims and priorities as set out in the strategic plan.



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6. Management of Risk

6.1. Identified risk(s):



Good governance and ensuring that the IJB's committees are delivering on their roles and responsibilities are fundamental to the delivery of the Strategic Plan and therefore applicable to most of the risks within the Strategic Risk Register.

6.2. Link to risk number on strategic or operational risk register:

This report links to Risk 5 on the Strategic Risk Register, "There is a risk that the IJB, and the services that it directs and has operational of, fail to meet both performance standards/outcomes as set by regulatory bodies and those locally determined performance standards as set by the board itself. This may result in harm or risk of harm to people".

6.3. How might the content of this report impact or mitigate the known risks:

This report proposes a revised reporting model for Directions as part of our governance framework, and in the discharge of or requirements within the statutory guidance outline at paragraph 4.4 above.

Approvals	
	Sandra Macleod (Chief Officer)
	Alex Stephen (Chief Finance Officer)