

South Ayrshire Health and Social Care Partnership

Integration Joint Board

Minute of Board Meeting held on Thursday 15 September 2016 at 2pm in Maybole Committee Room, County Buildings, Ayr, KA7 1DR

Present:

Councillor Rita Miller (Chair)
Stewart Donnelly (Vice Chair)
Councillor Bill McIntosh
Councillor Brian McGinley
Lesley Bowie
Councillor Robin Reid
Hugh Millar, Representative Member – Public Partnership Forum
Irene McCurdie, Representative Member – South Ayrshire Council Staff
Julie Lamberth, Representative Member – NHS Ayrshire & Arran Staff Side
Margaret McKeith, Representative Member – Independent Sector
Marie Oliver, Representative Member – Third Sector

In Attendance:

Tim Eltringham, Chief Officer (Director of Health and Social Care)
Sharon Lindsay, Chief Finance Officer
Kenny Leinster, Head of Community Health and Care Services
Paula Godfrey, Head of Children's Health, Care and Criminal Justice Services
Ralph Riddiough, Head of Legal and Democratic Services, South Ayrshire Council
Dr Ajay Koshti, Clinical Director
Billy McClean, Associate Director Allied Health Professions
Dave Richardson, Audit Scotland
Dr Phil Hodkinson, Medical Practitioner who is not a GP
Dr Joy Tomlinson, Consultant in Public Health Medicine
Andrew Moore, Nursing Advisor
Marie Keirs, Senior Accountant
Phil White, Partnership Facilitator
Bill Gray, Senior Manager - Planning & Performance
Jacqueline Lucy, Secretary to Head of Service
David Cumming, Independent Chair of the Adult Protection Committee and Child Protection Committee
Billy Fisher, Learning Officer – Planning and Performance
Pamela Milliken, Head of Service - Ayrshire & Arran Primary Care and Out of Hours Response Services

Councillor Rita Miller in the Chair

The Chair welcomed all to the meeting and introductions were made as necessary.

1. Apologies for Absence

Apologies for absence were noted on behalf of Claire Gilmore, Carol Davidson and

Elaine Hill.

2. Declarations of Interest

There were no Declarations of Interest by Members of the Board in terms of Standing Order No. 7, the Standards in Public Life – Code of Conduct for Members of Devolved Public Bodies.

3. Minute of Previous Meeting

The minute of the meeting held on 17 August 2016 was approved by the Board.

4. Matters Arising

A paper was submitted ([previously circulated](#)) updating Members of the Board on matters arising from previous meetings of the Integration Joint Board.

Looked After Children Strategy – The Strategy is in development and will be brought to the December meeting of the Integration Joint Board.

Access to Information and Information Management – Meetings continue to take place and NHS ICT and Information Governance colleagues will be invited to a future meeting. Mr Riddiough advised, as he has overall responsibility for South Ayrshire Council's Information Governance, that he is available to meet as required.

National Involvement Network for Learning Disabilities – At a previous meeting, it was agreed the Chair of the Integration Joint Board would sign the Charter, it was also suggested that this go to South Ayrshire Council for their consideration and this will now be presented to the October meeting.

Health Improvement Strategies – This workshop has now taken place.

Draft Participation and Engagement Strategy – Copies have been made available to all those in attendance. Any comments should be passed to Ms Lucy by the end of October 2016.

Equality Outcomes – This is on the agenda for discussion at today's meeting.

Older People and Complex Care Programme – This is currently under development and will be brought to the November meeting of the Integration Joint Board.

Technology Enabled Care Strategy – A report will be brought to the November meeting of the Board.

Integrated Budget for 2016-17 – A report will be brought to the next meeting of the Board detailing proposals to achieve a balanced budget for 2016-17.

Financial Management Report as at 30th June 2016 – updates will be brought to future meetings of the Board pertaining to the delegated authority given to the Director to approve further spend from the Integrated Care Fund on delayed discharge. Mr Eltringham advised the Board that he has to date allocated £100,000 of the £200,000 delegated to him for this purpose.

The Chair advised that the Scottish Parliament Health and Sport Committee invited South Ayrshire Integration Joint Board to attend and present information on delayed discharges at its meeting on 6th September. The Chair thanked all those who gathered all the relevant information and who contributed as the presentation was positively received. The Chief Officer advised that the submission is a public document and this will be circulated to members.

5. Appointments of an IJB Standards Officer

A report was submitted ([previously circulated](#)) on the proposal to appoint an IJB Standards Officer.

Mr Gray advised that the Integration Joint Board is required to appoint a Standards Officer to comply with the requirements of the Ethical Standards in Public Life (Scotland) Act 2000 (Register of Interests) Regulations 2003. The role of the Standards Officer was set out in the report and Mr Gray summarised the duties concerned to the Board.

The Board agreed to recommend to the Standards Commission that Ralph Riddiough, Head of Legal and Democratic Services, South Ayrshire Council, be appointed by the Integration Joint Board as its Standards Officer.

6. Annual Accounts and Auditors Report 2015-16

The Audited Annual Accounts and Annual Audit Report were submitted ([previously circulated](#)) for consideration by the Integration Joint Board.

The Chief Finance Officer presented the Audited Annual Accounts and reported that these had been reviewed by the Performance and Audit Committee and are now being presented for final approval by the Integration Joint Board.

Councillor Reid advised that Mr Richardson of Audit Scotland had reported on the audit of the Annual Accounts to the Performance and Audit Committee and had also presented his Annual Report to the Committee. The Committee had noted that the accounts had been audited without qualification and that management had agreed an action plan for any matters arising from the Audit Report. Councillor Reid added that the Performance and Audit Committee had agreed to recommend that the audited Annual Accounts now be accepted by the Board.

The Board agreed to (1) approve the Audited Integration Joint Board Accounts for 2015-16, for signature at this meeting; (2) note the covering letter; (3) note the 2015-2016 Annual Audit Report; (4) approve the Action Plan at Appendix 4 of this; and (5) agree that regular updates on progress be provided to the Performance and Audit Committee.

7. Child Protection Annual Report

A report was submitted ([previously circulated](#)) on the Child Protection Annual Report 2014-2015 for consideration by Members.

Mr Cumming, Independent Chair of the South Ayrshire Child Protection Committee (CPC), apologised for the lateness in presenting this report to the Integration Joint Board and advised it had been taken to South Ayrshire Chief Officers Group earlier in the year. Mr Cumming advised that the Scottish Government has initiated a review of Child Protection, including Child Protection Committee's Child Protection Registration, Significant Case Reviews and Initial Case Reviews. Once this has been concluded the CPC can work to reflect recommendations made in local practice. Councillor McGinley emphasised the importance of this area of work and of always considering the well-being of children and asked if there is any work ongoing regarding social media and internet safety. Mr Cumming explained that there is evidence to support work currently being undertaken in relation to the use of social media and internet safety across educational establishments. Consideration is currently being given to

how to communicate with children not in school.

Ms Godfrey outlined the challenges in resourcing provision of qualitative data on a sustainable basis due to capacity issues within Social Work Children and Family Services. There is a need to enhance arrangements for this going forward and this will be considered as a part of the review of Child Protection and corresponding arrangements relating to service structure.

The Board thanked Mr Cumming for his report and agreed to (1) note the contents of the report; and (2) note the work of the Child Protection Committee. It was also agreed to hold a Workshop at a later date on Child Protection.

8. Ayrshire and Arran Joint Health Protection Plan (JHPP) 2016-2018

A report was submitted ([previously circulated](#)) on the Ayrshire and Arran Joint Health Protection Plan.

Dr Tomlinson advised that this plan has been devised by the NHS Ayrshire and Arran Board to describe priorities for the next two years. This was formally approved by the NHS Board and it will continue to hold overall responsibility, although it is important given the role of IJB's in overseeing service delivery that it is circulated for consideration and for noting. In response to a question, Dr Tomlinson advised she will confirm what happens to spare vaccine if those who meet the criteria do not wish to receive it.

The Board agreed to note the contents of the report and thanked Dr Tomlinson for presenting it to them.

9. Ayrshire and Prestwick Care Homes: GP Practice Alignment

A report was submitted ([previously circulated](#)) on the proposal to align nursing homes and residential care homes to GP Practices for approval by the Board.

Dr Koshti explained that there is currently significant pressure across GP Practices and one of the issues giving rise to this is the need to support patients living in residential accommodation across South Ayrshire. Aligning residential care homes and nursing homes to a specific GP Practice would mean a quicker response time for patients as well as a more efficient way of working for GPs. It was noted that patient choice would still be prioritised and if the patient wishes to remain with their current GP, they can.

There is a funding request of £25,000 attached to this proposal as it is anticipated the majority of patients will transfer and all will require to be assessed by their new GP.

Councillor McGinley and asked why Bankfield and Dalblair Road GP Practices will not be participating? Dr Koshti advised that they are smaller practices which have confirmed they are happy to continue to providing care to their current patients. Clarity on timeframe for implementation was sought and Dr Koshti advised that it is intended to begin discussions with patients in October 2016 to enable the transfer process to take place thereafter.

The Board agreed to (1) note the contents of the report and to support the proposal being made; and (2) approve funding of £25,000 from the Integrated

Care Fund in 2016-17 to support implementation. The Board requested that Dr Koshti submit a report on progress in approximately 6 months' time.

10. Out of Hours Primary Care Strategy

A report was submitted ([previously circulated](#)) on proposals for the integration of Out of Hours Primary Care and Community Response Services for consideration by the Board.

Dr Koshti explained that East Ayrshire Health and Social Care Partnership has lead responsibility for the management of these services and it is intended to redesign them as detailed within the report.

Ms Milliken advised that funding is being provided nationally and locally, £195k to support the redesign work has been secured from this source. There is an opportunity to receive a further £519k and a bid has now been submitted in this regard. Engagement with stakeholders will now be undertaken as will a small test of change.

Ms Milliken advised in the period since the paper was written, progress has been made with a centre being identified in Ayr and shadowing of colleagues being undertaken.

Mr Leinster while acknowledging that this is a complex piece of work, advised that further consideration requires to be given to aligning ICT systems and differing ways of working. Ms Milliken suggested that a meeting take place between herself and the Chief Social Work Officers from the three Ayrshire Councils to full discuss key areas.

After discussion, the Board agreed to (1) note the development of the proposal to Integrate Out of Hours Primary Care and Community Services; (2) note the plan to develop an Urgent Care Resource Hub; (3) note the main themes developing from the engagement process; and (4) note the next steps planned.

11. Ayrshire and Arran GP Cluster Framework

A report was submitted ([previously circulated](#)) on guidance issued by the Scottish Government on the development of GP Clusters and on current progress being made in Ayrshire and Arran.

Dr Koshti advised that the Integration Joint Board had previously been informed of the intended changes to the National GP Contract. The Scottish Government is currently implementing an interim arrangement and GP Clusters are being developed across Scotland. It was acknowledged that the GP Clusters identified do not match exactly with Localities or Service Clusters, but an arrangement will be put in place to ensure effective communication between clusters and localities. The current proposal is that the Cluster Quality Lead, once identified, will attend the relevant Locality Planning Groups.

Ms Milliken advised that administration support to the clusters is currently being provided by her Team and this will be reviewed on an ongoing basis.

The Board agreed to (1) note the national guidance; (2) note the progress being made in Ayrshire and Arran; and (3) note the risks in relation to budget

considerations. The Board also requested an update on the development of GP Clusters be brought to a future meeting in approximately 6 months.

12. Equality Outcomes

A report was submitted ([previously circulated](#)) on the results of the consultation exercise on the Integration Joint Board's draft Equality Outcomes for 2016-17.

Mr Gray introduced Mr Fisher, Learning Officer, to the Board and advised that he has been co-ordinating the consultation exercise. Mr Fisher advised that the consultation period ran from 18 July to 26 August 2016 and summarised the responses received which had been mainly positive. Mr Fisher also updated the Board on work underway in Ayrshire by a range of organisations to produce common Ayrshire wide Equality outcomes for 2017-2021.

The Board agreed to approve the Equality Outcomes for 2016-2017 and note that work is currently underway to develop Ayrshire Wide Equality Outcomes for 2017-2021.

13. Concern Hub

A report was submitted ([previously circulated](#)) on the outline plan to develop a joint Concern Hub with Police Scotland in Ayrshire.

Ms Godfrey advised that the report provides an update on the report previously submitted to the Board on 16 December 2015. Services provided by the three Ayrshire Councils will continue for now in line with their own processes using their own information systems, but under a Pan Ayrshire identity. This will allow for timeous information sharing and bring about a reduction in referrals to the Children's Reporter and in Adult investigations.

Vetting arrangements are currently being undertaken. It was anticipated that the Concern Hub would assist in the implementation of the Named Person Scheme, but because of the recent Supreme Court Ruling, the implementation of this will be delayed nationally.

The Board agreed to note the contents of the report and to approve the ongoing development of a Concern Hub based at Kilmarnock Police Station.

14. Musculoskeletal Service Pressures and Improvement Programme

A report was submitted ([previously circulated](#)) on the current pressures facing the Musculoskeletal (MSK) Service and to update the Board on the improvement action being taken.

Mr McClean summarised the report and explained that there has been a gradual reduction in waiting times as a result of the recent re-design and further work is being undertaken to ensure on-going reduction. It was acknowledged that expenditure and income within the Allied Health Professionals Service requires further adjustment and refinement to achieve financial balance.

Mr Millar thanked Mr McClean for his paper and expressed his view that the report is clear in detailing progress and for highlighting the 40 week waiting time.

Dr Koshti explained that there is some concern among GP's regarding capacity to refer patients to the service and Mr McClean proposed that he discuss this with the Cluster Groups.

The Board agreed to note the contents of the report, the pressures facing the Musculoskeletal Service and to note the proposed actions for 2016-17. The Board also recommended that discussion take place with the GP Clusters and that a further update be provided in approximately 3 months' time.

15. Strategic Planning Advisory Group

Minutes of the meeting of the Strategic Planning Advisory Group held on 02 June 2016, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by members.

The Chair advised that some Locality Planning Group members had expressed the view that locality planning would be a short-term initiative. Mr Gray agreed to reassure them that it is a long-term arrangement integral to the strategic planning process.

The IJB noted the minutes presented.

16. Performance and Audit Committee

An extract of the minutes of the meeting of the Performance and Audit Committee held on 26 August 2016, were submitted by the Director of Health and Social Care for noting by members.

Mr Gray advised that a draft extract has been prepared in relation to the Annual Accounts and Annual Audit Report and that the full minute will be circulated once finalised.

The IJB noted the extract presented.

17. Any Other Business

Mental Health Strategy

A report was submitted (previously circulated) to inform the Board of a consultation exercise by the Scottish Government on a proposed new National Mental Health Strategy for Scotland.

After discussion and a report by the Head of Community Health and Care, the Board endorsed the proposed response for submission to the Scottish Government

As there were no further matters to discuss, the meeting closed at 4.40pm.

Date of Next Meeting

Friday 21 October 2016 at 1pm within the Seminar Room, Girvan Community Hospital.