Minute of Integrated Joint Board Meeting

Date: Thursday 2 February 2017

Time: 2.00pm  Place: Room 1, Eglinton House, Ailsa Hospital, Ayr

Present
Councillor Rita Miller (Chair)
Stewart Donnelly (Vice Chair)
Councillor Bill McIntosh
Lesley Bowie
Dr Carol Davidson
Margaret McKeith, Representative Member – Independent Sector
Marie Oliver, Third Sector Representative Member
Hugh Millar, Representative Member – Public Partnership Forum

In Attendance
Tim Eltringham, Chief Officer (Director of Health and Social Care)
Sharon Lindsay, Chief Finance Officer
Rosemary Robertson, Associate Nurse Director
Kenny Leinster, Head of Community Health and Care Services
Dr Ajay Koshti, Clinical Director
Dr Chaitanya Mudunuri, Stakeholder General Practitioner
Dr Phil Hodkinson, Medical Practitioner
Billy McClean, Associate Director Allied Health Professions
Dr Joy Tomlinson, Consultant in Public Health Medicine
Phil White, Partnership Facilitator
Terry Stirton, Workforce Development Lead
Marie Keirs, Principal Accountant
Bill Gray, Senior Manager - Planning & Performance
Eileen Gillan, PA to Director of Health and Social Care

Councillor Rita Miller in the Chair

The Chair welcomed all to the meeting and extended a welcome to Rosemary Robertson who was attending her first Integrated Joint Board (IJB) since taking up her new post as Assistant Nurse Director. The Chair also welcomed the two observers present.

1. Apologies for Absence
Apologies for absence were noted on behalf of Councillor Robin Reid, Councillor Brian McGinley, Claire Gilmore, Julie Lamberth, Elaine Hill, Paula Godfrey, and Ralph Riddiough

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 9th December 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** – an update report will be submitted to the March meeting of the Board.
- **Access to Information and Information Management** – On the agenda for discussion today
- **National Involvement Network for Learning Disabilities** – This remains ongoing with a joint event for both the HSCP and South Ayrshire Council to be organised to mark the signing of the charter. This event will also highlight the new Learning Disability Strategy being prepared by the Partnership.
- **Older People and Complex Care Programme** – On the agenda for discussion today
- **Technology Enabled Care Strategy** – Further report will be submitted to the April meeting of the Board
- **Financial Management Report** – The full amount of the Director’s delegated authority in respect of delayed discharge in 2017-18 has been utilised.
- **Child Protection Annual Report** – A workshop will be held immediately prior to the March meeting of the Board.
- **Ayrshire and Prestwick Care Homes: GP Practice Alignment** – An update report will be submitted to the March meeting of the Board.
- **Ayrshire and Arran GP Cluster Framework** - An update report will be submitted to the March meeting of the Board.
- **Musculoskeletal Service Pressures and Improvement Programme** – will be considered under item 5 – Budget Monitoring Report for Period 8.
- **Joint Inspection of Children’s Services** – A workshop for the Board on the outcome of the inspection exercise will take place once the Action Plan has been finalised. This is not yet complete, but is being targeted for the March meeting.
- **Sensory Impairment Service Developments** - An update report will be submitted to the June meeting of the Board.
Budget Monitoring Report for Period 7 – An update report on the potential to develop an Ayrshire bank of nurses will be submitted to the April meeting of the Board. Terry Stirton, Workforce Planning Lead will prepare this.

Combined Assessment Unit – A workshop will be arranged immediately prior to the April meeting of the Board.

Care Home Review – Relates to two Care Homes run by the Council, Hillcrest and South Lodge. Regular meetings have taken place with staff and service users to keep them apprised of progress relating to the ongoing review. A report has been presented to the SAC Service and Performance Panel which has requested further information. Ms Bowie requested all voting members are provided with further information prior to the report being presented to IJB.

5. Budget Monitoring Report for Period 8

A report was submitted (previously circulated) by the Chief Finance Officer on the Integrated Budget at Period 8 – 30th November, 2016, including proposals for bringing the budget in on-line at 31st March, 2017.

The Chief Finance Officer outlined the contents of the financial management report to the IJB.

IJB had previously agreed on 21 October that the remaining cost reductions required in 2016/17 would be managed on a non-recurring basis to allow recurring solutions to be developed for future years. This totals £0.094m in Social Care and £1.391m in Health Care. The budget reported to the IJB in December was £161.5m and today’s report continues to be based on this amount.

Projections for 2016/17 have been calculated based on the costs incurred to 30 November 2016 and on discussions with senior budget managers. The projection shows a potential over-commitment of £0.3m with an increased turnover in AHP Services. The costs being incurred on Learning Disability Services and on Residential Placements have increased and the overspend in other areas related mainly to the cost of the Living Wage. The budgets agreed by the IJB for Social Care in June 2016 assumed a lower proposed rate for providers at that time therefore a proportion of this funding was utilised to address other budget pressures, resulting in the projected overspend now highlighted as a result of the negotiations resulting in moderately higher rates.

Mental Health is currently showing a projected underspend. There is a minimal underspend on the additional staffing for child residential care homes which has been funded on a non-recurring basis. Any underspend on this budget will need to be returned to South Ayrshire Council.

The Chief Officer made two observations:

1. MSK - a recent NHS Ayrshire and Arran Board paper noted that significant work had been undertaken to reduce waiting lists, with waiting times reduced from 52 weeks to 48 weeks. Following telephone conversations with people currently on waiting lists many do not now require treatment and this has reduced by 24% which equates to approximately 1000 people.
2. A workshop will be arranged for Voting Members to alert them to the required efficiencies once the funding for the year has been received from the Council and the Health Board.

The Board agreed to (1) note the indicative projection of a £0.3m overspend at 31st March, 2017; (2) note the planned sources of cost reduction; and (3) note the risk of the implications of the potential overspend on North Ayrshire Lead Partnership Mental Health Services.

6. Delayed Discharges

A report was submitted (previously circulated) by the Director of Health and Social Care on the current position in relation to delayed discharges within the South Ayrshire Partnership area (copy enclosed).

The Chief Officer talked the IJB through the report, explaining how delayed discharges continue to be a cause of concern within the health and care system. The South Ayrshire Partnership was called to give evidence at the Health and Sport Committee at Edinburgh on 6 September 2016 to assure government officers that measures were being put in place to reduce the escalating figures. At present South Ayrshire HSCP is experiencing a historically high number of delays in large part associated with a lack of care home capacity, although a slight reduction is now being seen. A wide range of activity is underway which aims to either maintain people within their own homes or support an early discharge home, as part of the Modernisation of Services for Older people and those with Complex Needs. Specific activities include:

- Anticipatory Care.
- Alignment of Care Homes to GP Practices.
- Integrated Care Team.
- MDT Engagement in Hospital Planning Systems.
- Biggart Rehabilitation Beds.
- Re-ablement.

The key aim is to reduce as far as possible the numbers of people requiring care home provision. A range of further analysis is required to inform future strategic and commissioning plans, namely further service modelling and further benchmarking in relation to care home demand.

The Chief Officer acknowledged and noted the pathway work currently being undertaken by Ms McGuire and Ms Hill.

Workforce planning and availability are likely to be significant factors. Mrs McKeith advised that recruiting care at home staff is challenging and requires a more attractive pathway to secure the required workforce in the future.

The IJB agreed an awareness raising campaign would be useful to assist and educate families who currently are unaware of the significant issues they may face including various housing options to prevent care home admission and Power of Attorney (POA) and Guardianship issues.
The Board agreed to (1) note the contents of the report; (2) approve the range of action being taken; and (3) request a report on progress in April 2017.

7. CareFirst Progress Update

A report was submitted (previously circulated) by the Director of Health and Social Care on the project to replace the Social Work Information System with a new system - CareFirst (copy enclosed).

The Chief Officer informed members that the current Social Work Information System (SWIS) was not fit for purpose and work had been ongoing to purchase a new system from OLM who supply CareFirst.

An officer has been seconded from North Ayrshire Health and Social Care Partnership on a part time basis to assist with implementation and the recruitment of a dedicated project team.

Key milestones and delivery timescales have been identified and the CareFirst Project Board meets regularly to monitor the project.

The Board agreed to note progress to date on the project.

8. Access to Information and Information Management

A report was submitted (previously circulated) from the Integration Joint Board Working Group on Access to Information and Information Management (copy enclosed).

Mr Millar as Chair of the Working Group advised the IJB that the short-life Working Group had met on five occasions and had now drafted its report. The Working Group recommended that the IJB adopt the principles in the UK Government’s Caldecott report 2013 and the Scottish Government’s eHealth Strategy 2014-2017.

It had also considered at length whether patients could be given access to their GP records and had taken advice on this from a number of different sources. The Group had agreed that the principle of achieving this is something that should be recommended to the IJB, but recognised that progress was likely to be dependent on national initiatives which it was felt the Board should encourage the Health Board and local GP’s to participate in.

After discussion, Board Members agreed that a workshop should be arranged at a future date to explore this matter further.

The Board agreed (1) to the principles outlined in this report; (2) to hold a workshop to consider them and the issues that might impact on their future implementation; (3) indicate its willingness to the Scottish Government to act as a pilot site for national initiatives on
access to records information, particularly in relation to Primary Care; (4) to seek six monthly updates from the Director of Health and Social Care on the developing agenda; and (5) to remit this report to the South Ayrshire GP Stakeholders Group for its consideration.

9. Older People and Complex Care Programme

A report was submitted (previously circulated) by the Director of Health and Social Care updating the Board on the work being undertaken under this Programme (copy enclosed).

Mr McClean provided an update based on an earlier report which had been considered by the Board in May 2016 which set out the approach taken, using the AQuA (Advancing Quality Alliance) programme in identifying the four priorities most likely to make the biggest difference in improving outcomes for older people or as it had been described locally: “Getting it Right for Mrs Mac”:

- Implementation of Anticipatory Care Planning - those who need an anticipatory care plan have one.
- Community Rehabilitation and Enablement Team Redesign - those in crisis have alternatives to going to hospital.
- Redesign of Biggart Community Hospital - those requiring intensive support and rehabilitation have access to an appropriate bed.
- Community Interface with the Combined Assessment Unit (CAU) at Ayr Hospital - those arriving at the CAU receive a multi-disciplinary assessment with community management as the default.

In the period since May there have been a number of engagement events and workshops in partnership with colleagues in Acute with the aim of progressing transformation work. Four priorities have been identified through the AQUA Programme and the five areas of work set out in the proposed Pan Ayrshire Models of Care Framework, whilst also revisiting the Reshaping for Older People Framework. This refocusing has resulted in the establishment and refreshing of a number of projects within the main areas of transformation set out below:

- Anticipatory Care Planning.
- Community Rehabilitation Redesign.
- Redesign of Biggart Community Hospital.
- Community Interface with the Combined Assessment Unit at Ayr Hospital.
- Care at Home.
- Community Led Support.
- Joint Equipment Service.

Each project has a project lead and has established a project group. Progress is reported on a fortnightly basis through the Older People and People with Complex Needs Programme Board which is co-chaired by the Head of Service for Community Health and Care and the Assistant Director for University Hospital Ayr.
Discussion ensued on progress of each project and further information will be provided in the next update paper. It was acknowledged that challenges remain within Biggart due to delayed discharges.

The Chief Officer advised that a report would be presented to Strategic Planning Operational Group (SPOG) on 3 February in respect of the Joint Equipment Service and associated costs and a further report would be submitted to the SAC Leadership Panel regarding the proposed lease arrangements. The IJB agreed that a collaborative approach across all three Partnerships would result in added value.

The Board agreed to note the progress to date against the continuing programme of activity and to approve the new activity related to the programme.

10. Strategic Risk Register

A report was submitted (previously circulated) by the Director of Health and Social Care updating the Partnership’s Strategic Risk Register (copy enclosed).

Mr Gray requested members consider if any of the risks already rated in the register at appendix 1 required to be reassessed.

It was noted also that funding constraints are causing restrictions on staff numbers and restricted staff numbers are having an impact on the capacity available within the Partnership to take forward the IJB’s agenda as set out in the Strategic Plan.

After discussion the Board agreed that the strategic level risk for delayed discharge be rerated from being a medium level risk to high risk with a score of 12.

The Board agreed to approve the current version of the Partnership’s Strategic Risk Register subject to the change detailed above.

11. Integration Joint Board (IJB) and other Meetings in 2017/18

A report was submitted (previously circulated) by the Director of Health and Social Care detailing IJB and other meeting dates for 2017/18 (copy enclosed).

Mrs Bowie informed IJB members that a clash occurs on 24 April with an NHS Ayrshire & Arran Workshop scheduled at the same time. She requested that the proposed date for the IJB meeting be rescheduled to accommodate the workshop.

Mrs Bowie requested a change of date from 13 June for the Performance and Audit (P&A) Committee as the IJB already have a Board meeting scheduled later that day. The Chief Finance
Officer advised a date prior to this would be difficult to accommodate as a consequence of the timetable for the production of the annual accounts.

Strategic Planning Advisory group dates were agreed.

**The Board agreed to (1) accept the IJB dates with a request that 24 April be rescheduled; (2) accept P&A dates with the exception of 13 June which should be rescheduled; (3) the proposed meeting dates for the SPAG; (4) note that venues will be booked and all members will be informed in due course.**

12. **Strategic Planning Advisory Group**

The minutes of the meeting of the Strategic Planning Advisory Group held on 22 November 2016, were submitted (previously circulated) by the Director of Health and Social Care for noting by the IJB.

Mr Donnelly advised the previous meeting of the Strategic Planning Advisory Group had been positive and there was valuable input from all members who attended.

The Board agreed to note the contents of the previous meeting held on 22 November 2016.

13. **Any Other Business**

As there were no further matters to discuss, the meeting closed at 4.30pm.

**Date of Next Meeting**

2pm, on 1st March 2017 within Maybole Committee Room, County Buildings, Wellington Square, Ayr, KA7 1DR.