

Minute of Integration Joint Board Meeting

Date: Wednesday 14 March 2018

Time: 2pm

Place: County Hall, County Buildings, Wellington Square,
Ayr, KA7 1DR

Present

Stewart Donnelly (Chair)
Councillor Julie Dettbarn (Vice Chair)
Councillor Brian McGinley
Councillor Douglas Campbell
Councillor Hugh Hunter
Lesley Bowie
Margaret Anderson
Hugh Millar, Representative Member - Public Partnership Forum
Jim McGinn, Representative Member - NHS Ayrshire & Arran Staff Side
Margaret McKeith, Representative Member – Independent Sector
Susan Dodd, Representative Member – Carers

In Attendance

Tim Eltringham, Chief Officer (Director of Health and Social Care)
Rob Whiteford, Chief Finance Officer
Dr Kes Khaliq, Clinical Director
Elaine Hill, Lead Allied Health Professional Advisor
Kenny Leinster, Head of Community Health and Care Services and Chief Social Work Officer
Billy McClean, Associate Director for Allied Health Professions
Rosemary Robertson, Associate Nursing Director
Jackie Hamilton, Senior Manager, Criminal Justice
Marie Keirs, Acting Principal Accountant
Dr Joy Tomlinson, Interim Director of Public Health (Joint)
Karen Briggs, Solicitor, South Ayrshire Council Legal Services
Phil White, Partnership Facilitator
Bill Gray, Senior Manager - Planning & Performance
Pat Kenny, External Auditor, Messrs Deloitte
Rob Noble, Independent Living Services Manager, British Red Cross
Vicki Campbell, Primary Care Facilitator, East Ayrshire HSCP
Jacqueline Lucy, Administration Assistant
Laura Conaghan, Senior Clerical Assistant

Stewart Donnelly in the Chair

1. Apologies for Absence

Apologies for absence were received on behalf of Claire Gilmore, Irene McCurdie, Marie Oliver, Dr Chaitanya Mudunuri and Dr Phil Hodkinson.

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 14 February 2018 ([previously circulated](#)) 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 and the following was noted.

Access to Information and Information Management – Work remains ongoing within the Partnership in relation to the introduction of the Carefirst information system. There have been initial discussions at a Pan-Ayrshire level in relation to the development of the system to support integrated services. It is anticipated that a follow up report will be submitted to the May meeting of the Board.

Budget Monitoring Report for Period 7 – Work remains ongoing in relation to the consideration of a Nurse Bank for the SA HSCP. An update report is expected in May 2018.

Technology Enabled Care Strategy – The publication of the National Digital Strategy is awaited and future TEC Funding will be considered as part of this. The Chief Officer confirmed that the Strategy is expected to be published in April/May 2018.

ADP Financial Proposal – Discussions remain ongoing between the Chief Social Work Officer and the Chief Finance Officer. A further update on progress will be provided in at a future date.

Communications Strategy and Plan – This was discussed at today's meeting.

Pan-Ayrshire Community Phlebotomy Service – An update report will be submitted to a future meeting of the Board in relation to the establishment of this new service.

Biggart Hospital Update – An update report will be submitted to the Board at a future meeting in relation to the service reconfiguration.

Pan-Ayrshire Psychology Review – It was discussed at a previous meeting that an updated report on the implementation of the Pan-Ayrshire Psychology Review will be submitted to the September meeting of the Board. Mr Millar requested that a progress

update be provided during the implementation period to allow the Board to provide input to this review. Mr Gray confirmed he will liaise with colleagues from the North Ayrshire HSCP and request an interim progress update be submitted to the June meeting of the Board.

Strategic Plan 2018-21 – A workshop was held on the Strategic Plan immediately prior to the business meeting held today. The draft Strategic Plan 2018-21 is part of the agenda for consideration at today's meeting. The Chief Finance Officer has submitted an indicative budget proposal for financial year 2018/19 for discussion at today's meeting.

New GP Contract – This was discussed at today's meeting.

Strategic Risk Register – An updated version of the Register is to be submitted to the October meeting of the Board.

5. Audit Planning Report 2017-2018

The Audit Annual Planning Report for the year ending 31 March 2018 was submitted ([previously circulated](#)) by Messrs Deloitte.

Mr Kenny explained that this will be the second year that Messrs Deloitte has audited South Ayrshire's Integration Joint Board. Mr Kenny took Members of the Board through the contents of the Planning Report submitted and highlighted the key messages within the report as noted on page 4. Mr Kenny advised that the key risks noted are statutory risks and are not specific to the South Ayrshire Integration Joint Board. Mr Kenny advised that the forecasted financial position of a projected underspend of £157k as at 31 December 2017 is noted as being a favourable position.

Mr Millar requested clarification in relation to the budgeted 17/18 income as there is a significant difference between the 17/18 income and the 16/17 income, as detailed within page 4 of the report. The Chief Officer advised that the 16/17 income of £207.0m may include the set-aside budget for the Partnership. Mr Kenny will clarify this and update the report as necessary. The Chief Finance Officer advised that he has no material concerns in relation to the audit report submitted.

The Board agreed to note the Planning Report for the Audit Exercise for the year ending 31 March 2018 and asked Mr Kenny to clarify the income amounts noted.

6. 2018/19 Budget Update

A report was submitted ([previously circulated](#)) by the Chief Finance Officer providing an updated position on the indicative budget for 2018/19.

The Chief Finance Officer made Board Members aware that, as this is an indicative Budget, there are high-level assumptions being made.

The Chief Finance Officer provided a detailed overview of the report submitted. It was acknowledged that there are unavoidable cost pressures which are detailed within section 4.2.3 of the report, as well as demographic cost pressures as detailed in section 4.2.4. The Chief Finance Officer explained, in relation to the South Ayrshire Council settlement, that there will be a likely budget gap of £4.7m between this and the current base budget proposed. The HSCP Management Team will develop proposals to balance the budget.

The Chief Finance Officer informed Board Members that the NHS Ayrshire & Arran Board has not yet set its budget for 2018/19 and as such funding available to the Integration Joint Board has yet to be confirmed. However, NHS Ayrshire & Arran has confirmed that it will fund specific cost pressures.

Councillor McGinley stated that he is aware that Outwith Authority Placements can be costly and sought clarification that the Partnership Management Team is focused on ensuring best value for the young people involved. The Chief Officer explained that Outwith Authority Placements provide support to some of the most vulnerable children and young people in South Ayrshire. The Chief Social Work Officer stated that, on occasion, the Children's Reporter will determine the residence of children and young people, therefore, the Partnership is required to abide by this decision.

Councillor Hunter sought clarification on the development of cost reduction proposals. The Chief Officer advised, due to time constraints, that this work would be carried out in the first instance by officers and would then be presented to voting members of the Integration Joint Board at a private meeting. Mr McGinn expressed his view that vacancy management can have an adverse impact on staff and that work needs to be done to mitigate the effects of this.

Ms Dodd explained that service users often receive higher quality incontinence products during their stay in, or discharge from, hospital than they receive in the community. This does have a negative impact on carers as they require to obtain additional prescriptions from GP surgeries which can impact on service costs. Ms Robertson and the Chief Finance Officer confirmed they will review tendering arrangements and feedback at a later date,

The Board agreed to (1) note the potential budget shortfall for Social Care Services of £4.7million for 2018/19; (2) note the emerging budget position for NHS services which is subject to further refinement; (3) ask Officers to develop cost reduction and efficiency proposals for consideration to achieve a balanced budget; and (4) request that a further full budget paper be produced at an early date.

7. Strategic Plan 2018-2021

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care enclosing the draft IJB Strategic Plan for 2018-2021.

Mr Gray advised that the draft Strategic Plan 2018-2021 had been presented to the Strategic Planning Advisory Group at its meeting on 06 March 2018 and at the workshop held immediately prior to today's meeting. He indicated that he is now seeking the Board's agreement to the draft Plan being released for general consultation with all stakeholders.

The Board agreed that the Draft Strategic Plan for 2018-2021 is released for consultation with stakeholders.

8. Communications Strategy and Plan

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care requesting final approval of the draft document following consultation.

Mr Gray confirmed that the Communications Strategy and Plan had been consulted on with endorsement being given by the South Ayrshire Area Partnership Forum, the Strategic Planning Advisory Group and Locality Planning Groups and that the document had been amended to reflect comments received.

The Board agreed to approve the final version of the Communications Strategy and Plan and requested that progress reports on implementation are submitted to the Performance and Audit Committee.

9. Implementation of Carers (Scotland) Act 2016

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care on the implementation of the Carers (Scotland) Act 2016 and on the proposed Eligibility Criteria for consideration by Members.

Mr White explained in line with an earlier report to the Board, that the Integration Joint Board is now responsible for the implementation of the Carers (Scotland) Act 2016 which becomes operational on 1st April 2018. Mr White took Members of the Board through the contents of the report highlighting the Strategy Development as noted within section 4.4 of the report. Mr White added that a draft Carers Strategy, and Young Carers Strategy, will be presented to a future meeting of the Board for consideration, with the intention of a launch being scheduled during Carers Week in June 2018.

Mr White advised that commissioning arrangements for services to support carers will be reviewed over the coming months. An Adult Carers Support Plan has recently been developed with support from frontline social work colleagues which will replace the current Carer's Assessment. Work remains ongoing in relation to awareness raising

and to assist carers and young carers to receive any support they may need. Mr White informed the Board that there is a requirement to develop a Short Breaks Statement, which has been drafted, and which will be submitted to a future meeting of the IJB for consideration and approval.

Mr White advised that there will be a Carers Engagement Event held on Friday 16 March 2018 which will help to inform the content of the new Carers Strategy for South Ayrshire.

Ms Dodd expressed her view that a positive service is being provided by South Ayrshire Council's Homecare Team. However, carers are unable to offer effective engagement due to various matters, including identifying suitable care provision for the cared-for person in their absence, time constraints and transport provision. Ms Dodd added that respite is an ongoing concern for carers. Mr Leinster advised that there is new legislation coming into effect in relation to short breaks for carers, this will be specifically to support breaks for carers as opposed to the service user. It was acknowledge that respite can often depend on the availability of care within care homes to accommodate service users. Ms Anderson suggested that a bed within a care home could be funded by South Ayrshire Council and utilised specifically for respite on a rota basis.

Mr McGinn advised that peer support is a significant resource for carers and queried if social media is being used as a method of engaging with young carers. Mr White confirmed that the Carers Centre utilise Facebook to engage young carers and this has proven to be a positive approach.

Councillor Campbell asked if questions around the skills and knowledge of carers should be included in the Eligibility Criteria. Mr White confirmed that support is in place to help carers to develop and maintain their role. Ms Dodd sought clarity on the training made available to carers and Mr White will confirm the arrangements in place and provide an update outwith this meeting.

The Board agreed to (1) note the progress on the implementation of the Carers (Scotland) Act 2016; and (2) approve the South Ayrshire Eligibility Criteria for adult and young carers.

10. Red Cross Report

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care on the British Red Cross Home from Hospital Service for consideration by Members.

The Chair introduced Mr Rob Noble, Independent Living Services Manager with the British Red Cross to the Board.

The Chief Officer gave a brief overview of the Home from Hospital Service provided by the British Red Cross and took Members through the contents of the report. The Chief Officer highlighted Section 4 of the report which details the activities undertaken, any follow-up supports required and the impact on people supported by the service. Whilst East Ayrshire HSCP has undertaken the role of Lead Partnership, all three Partnerships have been included in the development of the service and provide funding to support it. It was requested by the Chief Officer that continued funding for this service be considered at a future meeting once the 2018/2019 budget has been agreed.

Councillor Hunter enquired what learning has taken place from Case Study 2 of Appendix 2 in relation to the lack of communication between services when discharging patients from hospital. Mr Leinster confirmed that South, North and East Ayrshire Partnerships have a joint meeting with the British Red Cross to establish any issues and the continuing needs of service users. This aims to highlight and learn from any issues that have arisen.

The Chief Officer advised that the continued funding will allow people to be supported within their own homes and help in effective and timeous discharge from hospital. Mr Leinster informed the Board, that in the first instance, friends and relatives will be considered to assist in supporting an individual to return home thereafter the ambulance service will be contacted, with the British Red Cross then being contacted.

Councillor McGinley queried why most referrals were made after 4pm, but certainly from 2pm onwards. Mr Noble advised that this statistic is due to the service not being available until 4pm however, the service is now available at an earlier starting time of 2pm to allow for a more effective referral process.

The Board acknowledged the continued work and commitment provided by the service. The Board agreed (1) to note the key findings of the British Red Cross Home from Hospital Service Annual Report 2016/2017; (2) to note the continued positive impact of the service in improving outcomes for users in South Ayrshire; and (3) that consideration be given to the continued funding of this service once the 2018/19 budget has been agreed.

11. Arrangements for Implementing the new GMS Contract

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care detailing the planned implementation arrangements for the new General Medical Services Contract for consideration by Board Members.

The Chair introduced Ms Vicki Campbell, Primary Care Facilitator, East Ayrshire HSCP, to the Board.

Ms Campbell took Members of the Board through the summary of the report and gave a clear description of the priorities set out in the Memorandum of Understanding. Ms Campbell advised that the East Ayrshire Health and Social Care Partnership will lead on the development of the new Primary Care Improvement Plan with inputs from both North and South Partnerships.

Ms Campbell advised that through the Primary Care Transformation Fund, it has been confirmed that NHS Ayrshire & Arran will receive a share of £110million in 2018/2019 for developments in Primary Care, which is estimated at £3.3million. It is assumed that the majority of this funding has already been invested within services. Ms Campbell added that previously funds had been provided to NHS Ayrshire & Arran and the three HSCP's separately to fund certain areas such as Pharmacy Services, Vaccination Services and Community Link Workers. Work is now ongoing to combine these funds and determine funding required for the period 2018/2019.

Ms Campbell explained that following the approval of the new contract consultation took place throughout Ayrshire & Arran with input from IJB Chief Officers and the GP Sub-Committee Members, which allowed for agreement to be reached on the development of one coordinated Primary Care Improvement Plan for Ayrshire and Arran, with Partnership specific variations linking to this.

Councillor Hunter queried when the implementation of the new contract will be complete. Ms Campbell advised that a progress update on implementation will be submitted to the Board in May 2018, but further advised that the contract should be fully implemented by 2021.

The Board agreed to (1) approve the proposed arrangements for developing a three year Pan-Ayrshire Primary Care Improvement Plan to implement the new General Medical Services (GMS) Contract; (2) approve the governance arrangements to ensure the appropriate oversight and accountability for development and delivery of the Plan; and (3) note the expected financial allocation to support the delivery of the Plan.

12. Performance & Audit Committee

The minutes of the meeting of the Performance and Audit Committee held on 17 November 2017, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by the IJB.

13. South Ayrshire Area Partnership Forum

The minutes of the meeting of the South Ayrshire Area Partnership Forum held on 23 November 2017, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by the IJB.

14. Health and Care Governance Committee

The minutes of the meeting of the Health and Care Governance Committee held on 08 December 2017, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by the IJB.

15. South Ayrshire Area Partnership Forum

The minutes of the meeting of the South Ayrshire Area Partnership Forum held on 08 January 2018, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by the IJB.

16. Strategic Planning Advisory Group

The minutes of the meeting of the Strategic Planning Advisory Group held on 17 January 2018, were submitted ([previously circulated](#)) by the Director of Health and Social Care for noting by the IJB.

17. Any Other Business

As there were no further matters to discuss, the meeting closed at 3.50pm.

18. Date of Next Meeting

Tuesday 17 April 2018 at 2pm held within the HSCP Meeting Room, John Pollock Centre, Mainholm Road, Ayr, KA8 0QD. Please note, it has been agreed that this will be a private workshop session for Board Members.