

Minute of Integration Joint Board Meeting

Date: Wednesday 13th February 2019

Time: 2pm

Place: Eglinton House, Ailsa Hospital, Ayr

Present

Stewart Donnelly (Chair)
Councillor Brian McGinley (Vice-Chair)
Councillor William Grant
Councillor Hugh Hunter
Margaret Anderson
Karen Hedge, Representative Member – Independent Sector
Marie Oliver, Representative Member – 3rd Sector
Hugh Millar, Representative Member – NHS Public Involvement Network
Susan Dodds, Representative Member – Carers

In Attendance

Tim Eltringham, Chief Officer (Director of Health and Social Care)
Rob Whiteford, Chief Finance Officer
Rosemary Robertson, Nursing Advisor
Dr Crawford McGuffie, Medical Practitioner who is not a GP
Phil White, Partnership Facilitator
Marie Keirs, Senior Finance Team Co-ordinator, South Ayrshire Council
Dr Joy Tomlinson, Interim Director of Public Health (Joint)
Bill Gray, Senior Manager - Planning & Performance
Janet Davies, Professional Lead for Psychological Services (Item 7)
Deborah McVey, Team Leader, Information Governance (Item 8)
Rachel Queen, Records & Data Officer, Information Governance (Item 8)
Laura Conaghan, Administration Assistant

Stewart Donnelly in the Chair.

1. Apologies for Absence

Apologies for absence were received on behalf of Lesley Bowie, Councillor Julie Dettbarn, Linda Semple, Ewing Hope and Dr C Mudunuri.

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 24th January 2019 ([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:

Budget Monitoring Report for Period 7 – There is work in progress to produce an HSCP Workforce Plan and this is due to be published in draft form by 31st March 2019.

Technology Enabled Care Strategy – The future provision of technology enabled care in South Ayrshire will be considered as part of the on-going budget process for 2019-20 and future years.

Pan-Ayrshire Community Phlebotomy Service – A progress report will be submitted to the Board meeting on 13th March 2019.

Pan-Ayrshire Psychology Review – This item will be discussed at today's meeting under agenda item 7.

Strategic Risk Register – Due to the need to prioritise work relating to the funding situation and the preparation of a draft budget for 2019-20, the updated Strategic Risk Register will not be submitted to the Board until 13th March 2019.

Red Cross Report – Continued funding of the Red Cross Home from Hospital Service will be considered as part of the budget discussions for 2019-20.

Preventing Drug Related Deaths: A Framework for Ayrshire & Arran – An update report is to be provided on an annual basis and as such an update report will be submitted in May 2019.

Strategic Planning, Commissioning and Delivery of Health & Social Care Services – The Chief Officer reported that SPOG had agreed to create a Strategic Working Group to work together to review integration services and improve integration outcomes following publication of the MSG report on Integration. This report will be considered by the IJB Performance and Audit Committee at its meeting on 1st March 2019.

Care at Home Commissioning Plan – This plan is currently on hold because of the current budget position and will be reviewed following budget setting in April 2019. Care arrangements with care providers remain the same and continue to be managed under the provisions of the outgoing Framework. Discussions will take place with South Ayrshire Council to move this forward.

Budget Recovery Plan – A paper was submitted to the Council's Leadership Panel on 12.02.19. The Chief Officer advised that productive discussions are ongoing with the iHub regarding support to review Older People's Services. An update will be given to the Board once a programme of work has been agreed.

Integration of the Contacts and Commissioning Team to the Council's Procurement Service – A Review is ongoing of the Contracts and Commissioning Team. An update report will be provided at the 13th March IJB meeting which will include discussions held at the three-way meeting in January 2019.

Request for Additional Funding for 2018-19 - This item will be discussed at today's meeting under agenda item 6.

Indicative IJB Funding Requirements for 2019-20 - This item will be discussed at today's meeting under agenda item 6.

5. Budget Monitoring Report Period 9

A report was submitted ([previously circulated](#)) by the Chief Finance Officer on the financial position as at 31st December 2018.

The Chief Finance Officer provided Members of the Board with an overview of the report and advised that the last Monitoring Report presented to the IJB on 12th December, 2018 had projected a year-end overspend of £3.3m for 2018/19, however, based on the most recent figures available, this is now projected to be £3.9m. Mr Whiteford highlighted Table 3 to the Board which can be found at section 4.6.2 of the report. The Chief Finance Officer advised following the agreement of the Budget Recovery Plan, that budget changes have been reflected within this most recent Monitoring Report.

The Chief Finance Officer noted that there is a forecasted overspend of £600k for both external and internal Care at Home care packages, as well as a projected overspend of £2.2m for Children's Services and Justice Services due to the projected level of expenditure on outwith authority placements. Mr Whiteford explained that an overspend of £500k in the current year is expected at Biggart Hospital and that any potential implications which this may have for the 2019-20 budget are being considered by the IJB Budget Working Group. The Chief Finance Officer outlined reasons for the projected overspend in the current year.

Mr Whiteford highlighted tables 5, 6 and 7 regarding the Recharges to the Board. It was noted that the South Ayrshire Integration Joint Board holds a budget of £38.9m to part fund services provided on a Lead Partnership basis across Ayrshire by the North and East IJBs. The Chief Finance Officer noted that the set aside budget for 2019/20 has been increased from £21.5m to £24.3m.

Councillor Hunter asked if the Board was responsible for the budget for Accident and Emergency. Mr Gray confirmed that all the specialties set out in the table at 5.2.5 were delegated to the IJB under the terms of the Integration Scheme.

Members of the Board highlighted that there is some confusion on their part as to both the recharges for Lead Partnership Services and the utilisation of the Set Aside budget and asked for further clarity on this. The Chief Finance Officer advised that he would hold a briefing on this prior to the next Board Meeting.

Councillor McGinley thanked the Chief Finance Officer for his detailed report and welcomed the proposed briefing session. Councillor McGinley noted that the Board requires to be more confident in the governance of its budget for the forthcoming year and that draft proposals relating to this continue to be reviewed by the Budget Working Group. The Councillor stated, in conclusion, that it may be beneficial to review Children's Services and consider whether it should continue to be a delegated function in terms of the Integration Scheme. The Chief Officer, in reply, suggested that this is an issue that could perhaps be considered following the private briefing for Voting Members on Children's Services which is scheduled to take place on Friday 22nd February, 2019.

The Board agreed to (1) note the underlying projection of a £3.9 overspend for 2018/19; (2) note that the projection is based on £337k of achievable recovery plan actions; (3) note the revised projection of breakeven after additional temporary funding from Partners; and (4) note the increase of £2.8m in the set aside budget.

6. 2019-20 Budget Update

A report was submitted ([previously circulated](#)) by the Chief Finance Officer and Chief Officer highlighting progress on the preparation of the Integrated Budget for 2019/20 by the Budget Working Group.

Mr Gray gave the Board a brief overview of the report and advised that as agreed at its meeting on the 24th January 2019, the Chief Officer wrote on behalf of the Integration Joint Board to both to the Leader of South Ayrshire Council and the Chair of the NHS Ayrshire & Arran Board requesting that both organisations jointly consider the funding of the £3.9m projected overspend in 2018-19 on the IJB budget.

The Chair of the Health Board has responded indicating that the overspends being projected had occurred in areas of the budget that reside with the local authority and, as such, are not the responsibility of the Health Board. Mr Cheyne had also suggested that the Council and the Health Board should invoke paragraph 14C of the Integration Scheme in relation to this matter, pertaining to dispute resolution. Given this, Mr Gray advised that the Budget Working Group had agreed that the Chief Officer write to South Ayrshire Council asking that it cover the full amount of the in-year overspend, or alternatively, that it do this subject to resolution of the question of where the responsibility for funding lies through the dispute resolution process.

The Chief Officer informed the Board that South Ayrshire Council's Leadership Panel had met the previous day and had agreed to the second course of action: i.e. that it would fund the full amount of the projected deficit subject to the outcome of the mediation process.

Councillor Hunter requested that copies of the letters that had been issued to the Parties be made available to Board Members.

Mr Gray confirmed that an IJB Budget Working Group had been established, that two meetings of this have been held and he also submitted the draft remit for this Group for consideration and approval by the Board.

The Budget Working Group has been considering proposals that will enable the IJB to set a balanced budget for 2019-20, including proposals for the transformation and redesign of services in different functional areas. Mr Whiteford indicated that further discussions are required with South Ayrshire regarding the high cost, low volume outwith authority placements and how the demand for these services might be funded in 2019-20 and in future years. It was suggested that there is a need for a joint protocol setting out detailed working arrangements and governance responsibilities between the IJB and the Council.

Mr Gray stated that the Budget Working Group is focussed on reducing the £8.2m funding gap for 2019/20 and had been successful through the proposals listed in paragraph 4.12 of the report in proposing a reduction in this to £6.6m.

The Budget Working Group has also discussed the commissioning of care home places in 2019-20 and based on the current budget available and an allowance for an inflationary uplift at 4% in the National Care Home Contract for the provision of residential and nursing care places, the total number of places that could be commissioned would be 880 at any one time. The current number of residents being accommodated in Independent Sector Care Homes in South Ayrshire was 903 at 21st January, 2019. Steps will, therefore, require to be taken by the Director of Health and Social Care to manage overall numbers of people being accommodated down to this level for 1st April, 2019 or as soon as possible thereafter. At 21st January, 24 people were waiting on a care home place with funding approved. A further 14 are in hospital waiting approval of a place. At 880 places it will take longer to place the individuals concerned and is likely to result in an on-going waiting list for care home places for the foreseeable future. However, this action if approved by the IJB would remove £699,000 of cost pressures relating to care home places from the draft budget for 2019-20.

This action would further reduced the projected funding gap for 2019-20 to £5.9m, if approved.

There then followed a discussion on the proposal to commission 880 externally provided care home places in 2019-20 with a number of Board Members expressing their concern as to the potential impact of such a decision of the care needs of older people in South Ayrshire.

In response to a question from Mr Millar, Mr Gray advised that the Board cannot direct the Parties as to how much money they should provide to the Integration Joint Board on an annual basis. Information is submitted providing details of cost pressures, including the need for services based on the IJB Strategic Needs Assessment which forms part of the Strategic Plan.

IJB Members also recognised the need for the Board to operate within the resources at its disposal and to issue appropriate Directions based on this.

There was a recognition that the Strategic Plan will require to be amended as a consequence of the need to make significant efficiencies totalling £8.2m to deliver a balanced budget in 2019-20.

Mr Millar requested that it was noted that he would not support the reduction in Care Home placements.

Ms Anderson highlighted section 4.12 of the report to the Chair and requested further clarity regarding the additional payment of £65k to Crossroads and queried if this would result in redundancies. Mr Gray confirmed that this payment will allow for Crossroads to pay their staff the National Living Wage and would secure the future of Crossroads as a valued service in support of Carers in South Ayrshire.

The Chief Officer and Director of Health and Social Care noted that an Interim Chief Social Work Officer, Jim Lyon, will commence work with the Partnership on Monday 18th February 2019.

After discussion, the Board agreed to (1) note the response from the Chairman of the Health Board on the request for joint funding of the projected overspend in 2018-19; (2) note that South Ayrshire Council has agreed to temporarily fund the projected overspend in 2019-20 subject to a joint dispute resolution process with the NHS Board and the IJB as set out in the Integration Scheme; (3) note the progress being made by its Budget Working Group to address the previously reported funding gap for 2019-20 of £8.2m as outlined in Section 4 of the report; (4) to approve the remit proposed for the Budget Working Group; and (5) to approve the action proposed in Paragraphs 4.12 and 4.14 of the report designed to reduce the projected budget gap to £5.9m, including directing South Ayrshire Council to commission 880 care home places from the Independent Sector in 2019-20.

7. Psychological Services Progress Update

A report was submitted ([previously circulated](#)) by the Professional Lead for Psychological Services providing an update on the implementation of the Review of Psychological Services.

The Chair welcomed Janet Davies, Professional Lead for Psychological Services to the meeting.

Ms Davies took Members of the Board through the report and advised that the opportunity to review Psychological Services was undertaken following the review of Mental Health Services. The review included evaluating the functionality and delivery of the service.

Ms Davies advised the Board that the restructure of the service is complete and most of the posts have now been filled. The Professional Lead noted that this has seen increased stability for the service users and facilitates the ever changing needs of the service. Psychological Services staff are now integrated within Community Services Teams and this has allowed for professional relationships to be created and collaborative working to be developed.

Ms Davies noted that an external review of the service is also complete and found that the current NHS systems have a lack of data to support the workforce. Children and Adolescent Mental Health Services (CAMHS) have been working with Benson Wintere to develop a data system which focuses on the demand and capacity of Psychological Services staff within CAMHS. Ms Davies added that the redesign of work within the service has allowed staff to work together to develop a shared agreement of the training that is required to move forward. There will be ongoing investment in this, and staff will have protected time to attend training.

Ms Davies explained that the current Scottish Government standard for waiting times is 90%, with the Scottish average at 78%. It was noted that NHS Ayrshire and Arran's waiting times have increased from 77% to 81% as at September 2018. NHS Ayrshire and Arran is one of five Health Board's achieving higher than the national average.

Councillor Hunter asked about the current waiting times for the service. Ms Davies advised that these are not published until 5th March 2019, however, figures are shared between staff on a weekly basis. Councillor Grant requested information on why CAMHS targets are not being met. Ms Davies stated that CAMHS was reviewed under two separate reviews and noted that CAMHS waiting times are meeting the standard, however, services are reviewed on how long it takes for psychological treatment to be given, which can often be treated prior to a Psychologist becoming involved. Ms Davies stated that re-modelling of services to include the wider workforce will address some of these issues.

The Chief Officer noted that the Scottish Government has advised that there will be additional investment in CAMHS. Ms Davies confirmed that £300k will be invested over the next two years and added that the new monies are welcome, however, the Service may struggle to appoint to posts because of the temporary nature of these.

In his role as Chief Social Work Officer, Mr Eltringham stated that he now chairs the secure screening group and has found that certain families would have benefited from input from Psychological Services prior to children or young people being accommodated and indicated that he welcomes the idea of more collaborative working.

Mr Millar thanked Ms Davies for her detailed report and requested further clarity on the introduction of computerised Cognitive Behavioural Therapy (cCBT). Ms Davies confirmed that cCBT will not be offered instead of face to face appointments, but will be offered alongside face to face appointments.

Councillor McGinley added that until recently Mental Health Services have not had the investment required to allow for early intervention work to take place. He added that a priority for the Partnership is to take steps to ensure that the mental health of South Ayrshire residents is effectively supported.

The Board agreed to (1) note the progress to date on the implementation of the Psychologic Services Review; and (2) support the work plan for the upcoming year.

8. IJB Records Management Plan

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care seeking approval of the 2018-2021 Records Management Plan.

The Chair welcomed Deborah McVey, Team Leader for Information Governance and Rachel Queen, Records & Data Officer, South Ayrshire Council, to the Board.

Ms McVey explained that reports had been submitted to the Board on 27th June and 12th December 2018, which had advised of the requirement to submit a Records Management Plan for IJB records to the Keeper of the Records of Scotland for approval and which had also recommended the appointment of South Ayrshire Council Team Leader for Information Governance to be its Records Manager. Ms McVey added that a draft version of the Plan has been completed and circulated to the Board for approval prior to its submission to the Keeper of the Records of Scotland by its due date of 28th February 2019. Ms McVey added that a pre-draft version of the Plan has already been submitted to the National Records of Scotland to gain an initial opinion on its contents and that in response, the Board had been complimented on the format and contents of the draft document.

The Chair thanked Ms McVey and Ms Queen for their work on the Records Management Plan on Behalf of the Integration Joint Board.

The Board agreed (1) to approve the contents of the draft Records Management Plan prepared by South Ayrshire Council's Information Governance Team on its behalf; (2) to approve the submission of the Records Management Plan and supporting evidence to the Keeper of the Records by no later than 28th February 2019; and (3) that in the event of the Plan receiving agreement from the Keeper, that both the Plan and the Keeper's report will be published online for openness, transparency and to conform with good practice.

9. Any Other Business

Due to other commitments, Councillor Grant had to leave, meaning that the meeting was no longer quorate. This was prior to all agenda items being discussed. It was agreed by the remaining Board Members to issue the Chief Social Work Officer's Report, CPC Annual Report and APC Biennial Report as a bulletin, with the Community Led Support Report to be submitted to the Board meeting on 13th March 2019 for consideration. Any questions that Board Members may have on the items being issued as a bulletin are to be submitted to the Senior Manager – Planning and Performance.

As there were no further matters to discuss, the meeting was closed at 4.50pm.

10. Date of Next Meeting

2.00pm on Wednesday 13th March 2019, County Hall, County Buildings, Wellington Square, Ayr, KA7 1DR.