



**North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on
Thursday 14 December 2017
at 10.00 am, Council Chambers, Cunninghame House, Irvine**

Present

Stephen McKenzie, NHS Ayrshire & Arran (Chair)
Councillor Robert Foster, North Ayrshire Council (Vice Chair)
Councillor Timothy Billings, North Ayrshire Council
Councillor Christina Larsen, North Ayrshire Council
Dr Janet McKay, NHS Ayrshire & Arran
Alastair McKie, NHS Ayrshire & Arran

Stephen Brown, Interim Director of Health and Social Care Partnership
Dr Paul Kerr, Clinical Director
David MacRitchie, Chief Social Work Officer – North Ayrshire
Alistair Reid, Lead Allied Health Professional Adviser
David Thomson, Lead Nurse/Mental Health Advisor
David Donaghey, Staff Representative – NHS Ayrshire and Arran
Louise McDaid, Staff Representative – North Ayrshire Council
Marie McWaters, Carers Representative
Fiona Thomson, Service User Representative
Nigel Wanless, Independent Sector Representative
Robert Steel, Chair Kilwinning Locality Forum
Vicki Yuill, Third Sector Representatives

In Attendance

David Rowland, Head of Service (Health and Community Care)
Thelma Bowers, Head of Service (Mental Health)
Donna McKee, Head of Service (Children, Families and Criminal Justice)
Eleanor Currie, Principal Manager (Finance)
Jo Gibson, Principal Manager (Planning and Performance)
Eleanor McCallum, Partnership Engagement Officer
Karen Andrews, Team Manager (Governance)
Angela Little, Committee Services Officer

Apologies for Absence

Councillor John Sweeney, North Ayrshire Council
Dr Crawford McGuffie, Acute Services Representative

Chair's remarks

The Chair apologised for the late circulation of the report for Item 11.1 Integrated Care Fund.

1. Apologies

Apologies were noted.

2. Declarations of Interest

In terms of Standing Order 7.2 and Section 5.14 of the Code of Conduct for Members of Devolved Public Bodies the following Members declared of interest in Item 11.1, Integrated Care Fund:-

Nigel Wanless – on the basis of the recommendations in respect of B – Ideas and Innovation Projects (5).

Janet McKay on the basis of the recommendations in relation to C - Reshaping Care for Older People – Legacy (7).

Vicky Yuill on the basis of the recommendations in respect of G - Partnership Enablers (1, 2 and 3).

In terms of Standing Order 7, the Board agreed that the Members did not require to leave the meeting and could take part in the discussion on this item.

3. Minutes/Action Note

The accuracy of the Minutes of the meeting held on 16 November 2017 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973, subject to the following additional and correction:-

Page 9 – Item 8, 2nd paragraph, 2nd bullet point – an increase of 31% in Community Payback Orders which has not seen an increase in **national** budget to reflect and demand.

Page 10 – Item 9, first bullet point – a presentation that will be made to North, East and South IJBs on the Service of **pan** Ayrshire Psychological Services.

3.1 Matters Arising

Action Note

Volunteering Strategy – the North Ayrshire draft will be discussed with East and West at a meeting in January.

Action - V. Yuill

Public Partnership Forum - Local Public Forum will be approached to seek representations. Carers Advisory Group (CAG) membership is being renewed and a representative will be identified. Jo undertook to liaise with Fiona further

Action – J. Gibson and F. Thomson

Technology Enabled Care (TEC) and Innovation - work is being done with South Ayrshire on a strategy that will include Alexa. A report will be brought to a future meeting of the IJB.

Action – D. Rowland

4. NAHSCP Website

Eleanor McCallum, Partnership Engagement Officer provided a presentation on the NAHSCP website, which included information on:-

- The aim of the website to be fully responsive, full compatible and linked to social media;
- Consultation that included the use of Twitter, Carena, Facebook and CPP partners, visitors to libraries, patients at Woodland View, carers at North Ayrshire Carers Centre and residents and visitors at local care homes;
- The Working Group that consulted on two website designs with the final design combining elements of both options and will provide links to a range of other organisations such as NHS, Scottish Care, TSI, Carena, Care Opinion, Charter for Involvement, CPP, NHS Inform and Power of Attorney;
- The work of the Governance Team in managing the website; and
- What Matters to You Day which helped inform the Strategic Plan

The Board viewed a variety of different pages of the website and were provided with further information in relation to:-

- Links within the website to a range of other organisations such as the Police;
- The role of the Governance Team in managing and updating the information on the website;
- Information within the Children and Families section for prospective foster and young people;
- Promotion of the website and an official launch event; and
- The provision of a search facility to assist users find information.

Members provided some suggestions for the website:-

- Add in an extract from the Strategic Plan to underline to the public who the IJB are and the progress that has been made;
- Pictorial elements that could be removed if required;
- The addition of a Frequently Asked Questions section;
- Links to job vacancies within the Council and NHS;
- A Features Section to showcase the great work that is happening e.g. Café Solace; and
- A Who's Who section with photographs, biographies and organisational structure.

The Board agreed (a) that the Partnership Engagement Officer consider further the areas outlined by Members for the website, as detailed above; (b) to approve the launch of the website following further amendment; and (c) to thank the Partnership Engagement Officer for her informative presentation and website tour.

Action – E. McCallum

5. Director's Report

Submitted report by Stephen Brown, Interim Director NAHSCP, on development within the North Ayrshire Health and Social Care Partnership.

The report highlighted works underway in the following areas:-

- Health and Social Care Integration National Workshop;
- General Medical Services Contract;
- Universal Credit Digital Service;
- Adult Support and Protection (ASP) – Pan Ayrshire ASP Annual Conference;
- Corporate Parenting Workshop;
- Parent and Baby Cafes;
- North Ayrshire Staff Partnership Awards; and
- Budget update.

Members asked questions and were provided with further information in relation to:-

- The Clinical Director will lead on engagement with GPs in North Ayrshire to gather their views on the General Medical Services contract;
- A workshop that will be held on primary care and a presentation that will be made to a future meeting of the IJB by the Clinical Director;
- A social enterprise model for future sustainability and expansion of the Parent and Baby Cafes which includes work with Economy and Communities and the employment of a Café Manager;
- North Ayrshire online Budget Calculator tool that allows the public to balance the Council's budget and illustrates the impact when certain areas of spending are reduced; and
- Consideration of the IJB's financial position and the publication of a financial position statement.

The Board agreed (a) the Clinical Director provide a presentation and workshop session to a future meeting of the IJB on primary care; and (b) that the Interim Director publish a financial position statement.

Action – Dr P Kerr and S. Brown

6. Veterans First Point Service

Submitted report by Lindsay Kirkwood, Clinical Lead V1P, on the Veterans First Point Service based in Irvine. The report provided information on

- the Veterans First Point (V1P) national network;
- other V1P centres within Scotland and the launch of the Ayrshire and Arran V1P service in March 2017;
- existing services available for veterans in Ayrshire and the services V1P provide;
- the costs associated with sustaining the service and future development;

- the funding proposal from the Scottish Government for the local network of V1P services to the end of the year on the basis that this will be matched 50/50 by partnerships; and
- Anticipated outcomes in terms of costs, patient safety, addressing inequalities and reputation.

The Board were also advised that the Scottish Government is currently negotiating with the Veterans 1st Point Service, a partnership approach involving a range of other partners, including the Ministry of Defence.

Members asked questions and were provided with further information in relation to:-

- Support from the Strategic Planning Operational Group to the project;
- The agreement from East and South Ayrshire to the project in principle, however they were unable to provide funding;
- The submission of the report to East and South Ayrshire in January 2018;
- Existing staffing contracts that are due to end in March 2018; and
- Ministry of Defence advertising outside the 1st Point Service premises and their visits to local schools;

The Board agreed (a) the model in principle; (b) to defer the decision on funding until there is a clear understanding on the financial commitment from East and South Ayrshire; (c) to receive further information on (i) the usage percentages for North, South and East geographical areas; and (ii) the different funding approaches and potential savings; and (d) to keep the workforce advised accordingly.

Action – T. Bowers

7. Integration Joint Board Governance and Reporting Arrangements

Submitted report by Karen Andrews, Team Manager (Governance) which outlined the duties placed on the North Ayrshire Integration Joint Board in relation to the Public Bodies (Joint working)(Scotland) Act 2014 and the arrangements in place in relation to:-

- Complaints Handling Procedure;
- Model Publication Scheme;
- Climate Change Reporting; and
- Records Management Plan.

Noted.

8. IJB Performance and Audit Committee Minutes

Submitted the minutes of the IJB Performance and Audit Committee meeting held on 7 September 2017.

Councillor Billings advised that following his first meeting as Chair, the performance reports were amended to make them more meaningful. He highlighted some key areas from the last meeting which included:-

- Presentation on the Annual Performance Report 2016/17;
- Presentation on the Emergency Beds and A & E analysis;
- Q1 Performance report;
- Internal Audit Plan – the minute refers to the appendices, which are not published on the website; and
- Annual Accounts – looking at the information the managers have to help them manage budgets.

Noted.

9. Strategic Planning Group

Submitted the minutes of the Strategic Planning Group meeting held on 2 October 2017.

Councillor Foster, as Chair of the Strategic Planning Group highlighted a few areas from the last meeting of the Strategic Planning Group which included:-

- A presentation the group received on Child Poverty;
- Meetings that are now held in a more informal way, such as splitting into groups to discuss the first draft of the Strategic Plan and providing feedback; and
- Good attendance and representation at the group from localities and NHS.

Noted.

10. Urgent Items

The Chair agreed to consider the following item as a matter of urgency to allow Members to be advised of the current position.

10.1 North Ayrshire Citizen's Advice Service (NACAS)

Councillor Billings advised that NACAS have now withdrawn their outreach services to enable funds to be retained for future months.

The tender documents in relation to the procurement of a complementary range of advice services by North Ayrshire Council have not yet been sent out. The Board was advised that the Head of Service (Health and Community Care) would undertake to investigate the timeline in respect of the tender process.

The Head of Service (Health and Community Care) advised that NACAS had provided an assurance they would provide services till the end of the contract period. However they subsequently submitted written notification that the outreach services were being withdrawn. A meeting has been arranged with NACAS to discuss the current position.

The Board noted that the Head of Service (Health and Community Care) would (a) investigate the position with the tender process; (b) meet with NACAS to discuss their contract; and (c) provide the Board with an update.

Action – D. Rowland

11. Exclusion of the Public and Press

The Committee resolved, in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting, the press and the public for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1, 3 and 9 of Part 1 of Schedule 7A of the Act.

11.1 Integrated Care Fund

Submitted report by Jo Gibson, Principal Manager (Planning and Performance) on the proposed use of the Integrated Care Fund in future years.

The report outlined the ICF Review Group's recommendations on ICF spend which allowed for the most effective use of resources, generating savings wherever possible to enable future investment in transformation. The agreed criteria was outlined at Appendix 1 to the report and the tool used by the Review Group to score the projects was provided at Appendix 2 to the report.

The Board noted the findings and agreed the recommendations as detailed in the report.

Action – J. Gibson

The meeting ended at 1.00 p.m.