



**North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on
Thursday 14 September 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
Bob Martin, NHS Ayrshire & Arran
Dr Janet McKay, NHS Ayrshire & Arran
Alastair McKie, NHS Ayrshire & Arran

Stephen Brown, Interim Director North Ayrshire Health and Social Care (NAHSCP)
Margaret Hogg, Section 95 Officer/Head of Finance
Alistair Reid, Lead Allied Health Professional Adviser
David Thomson, Lead Nurse/Mental Health Advisor
Louise McDaid, Staff Representative – North Ayrshire Council
David Donaghey, Staff Representative – NHS Ayrshire and Arran
Fiona Thomson, Service User Representative
Nigel Wanless, Independent Sector Representative
Sally Powell, Carers Representative
Barbara Hastings, Third Sector Representative

In Attendance

David Rowlands, Head of Service (Health and Community Care)
Thelma Bowers, Head of Service (Mental Health)
Eleanor Currie, Principal Manager (Finance)
Donna McKee, Head of Service (Children, Families and Criminal Justice)
Isabel Marr, Senior Manager (Long Term Conditions)
Jan Philip,
Jan Thomson,
John Godwin, Senior Development Officer
Tom Henderson, Social Enterprise Manager
Karen Andrews, Team Manager (Governance)
Angela Little, Committee Services Officer
Euan Gray, Committee Services Support Officer

Also In Attendance

Pat Kenny, Deloitte
Councillor Anthea Dickson, North Ayrshire

Apologies for Absence

Councillor John Sweeney, North Ayrshire Council

Dr Paul Kerr, Clinical Director

Vicki Yuill, Third Sector Representatives

Marie McWaters, Carers Representative

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| 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 an interest:- Nigel Wanless – Item 7 - Financial Performance Update – on the basis of the effects on care home placements. Janet McKay – Item 16.1 – Hansel Alliance – on the basis of a family connection. 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 these items. | |
| 3. | Minutes/Action Note The accuracy of the Minutes of the meeting held on 17 August 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 amendment:- 3. Declarations of Interest Nigel Wanless – Item 9 – Care at Home Outsourced Service Provision – on the basis that he is a care home provider. “Nigel Wanless – Item 6 – 2017/18 Financial Performance Update – on the basis that he is a care home provider”. | |
| 3.1 | Matters Arising from the Action Note Public Partnership Forum – meetings have taken place and the review will be undertaken within 6 – 12 months. A nomination has been received for the IJB service user representative vacancy. F. Thomson will discuss the nomination with the Director. | F. Thomson/S. Brown. |

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| | <p>The Board agreed to agree to adopt the nomination for the Service User Representative vacancy.</p> <p>Chair of Locality Forums – Kilwinning Locality Forum appointed Robert Steel as Chair.</p> <p>The Board agreed, in terms of Standing Order 2.2 (k) to appoint Robert Steel, in his capacity as the Chair of the Kilwinning LPF, as a non-voting member of the IJB.</p> | A. Little |
| 4. | <p>Presentation: Palliative and End of Life Care</p> <p>Isabel Marr, Senior Manager gave a presentation on Palliative and End of Life Care.</p> <p>The presentation provided information on:-</p> <ul style="list-style-type: none"> • The strategic drivers – palliative and end of life strategy, palliative and end of life knowledge and skills framework and Scotland's National Dementia Strategy 2017-20; • North Ayrshire Approach – review models of care, Ward 2, Woodland View, Care Homes plus specialist bed in Abbotsford and Care at Home; • Identified need in North Ayrshire – training in palliative and end of life care across all sectors; • North Ayrshire palliative and end of life education group; • Palliative care; • End of life care; • Difference between palliative and end of life care; • Training plan that includes 3 levels:- <ul style="list-style-type: none"> - Informed; - Skilled; - Enhanced; • Timescales; and • Success. <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Training that will be offered to all care at home staff and potentially family carers; and • Palliative care training that is already provided to care at home staff and enthusiasm within the care sector for this training. <p>Noted.</p> | |
| 5. | <p>Director's Report</p> <p>Submitted report by Stephen Brown, Interim Director NAHSCP on developments within the North Ayrshire Health and Social Care Partnership.</p> | |

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| | <p>The report highlighted works underway in the following areas:-</p> <ul style="list-style-type: none"> • Review of Integration Scheme; • Budget update; • Childhood obesity; • Business support review; • Celebrating and recognising success – Rosemount Duke of Edinburgh and COSLA Excellence Awards; • Funky Films; • HSCP Syrian Refugee Co-ordinator; and • Change Programme Update. <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • The continuation of the range of interventions and activities that has helped to reduce the levels of childhood obesity in North Ayrshire; and • Consultation that has taken place with stakeholders on the review of the Integration Scheme. <p>Noted.</p> | |
| 6. | <p>Audited Annual Accounts</p> <p>Submitted report by Margaret Hogg, Chief Finance Officer on Deloitte's final report to the Members of the Board and the Controller of Audit on the 2016/17 audit. A verbal update was provided by the external auditor, Pat Kenny, Deloitte.</p> <p>The IJB's accounts for the year to 31 March 2017 were submitted to Deloitte LPP in accordance with the agreed timetable.</p> <p>Deloitte have given an unqualified opinion that the 2016/17 financial statements give a true and fair view of the financial position and expenditure and income of the IJB for the year, concluding that the accounts have been properly prepared in accordance with relevant legislation, applicable accounting standards and other reporting requirements. No monetary adjustments have been identified and the IJB's position remains as reported to the IJB on 22 June 2107.</p> <p>The Board agreed to (a) note the findings of the 2016/17 audit as contained in the External Auditor's annual report at Appendix 1 to the report; (b) adopt the Action Plan as outlined in the annual report; and (c) approve the Annual Accounts for 2016/17 for signature.</p> | |
| 7. | <p>Financial Performance Update</p> <p>Submitted report by Margaret Hogg, Chief Finance Officer on the financial position of the North Ayrshire Health and Social Care Partnership as at 31 July 2017.</p> | |

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| | <p>The detailed position against the full year budget of £222.962m was set out at Appendix A to the report. Appendix B detailed some savings at risk from delivery and included £1.684m of NHS savings shortfall still to be agreed. The forecasted net position, including the projected underspend of £0.222m was outlined in Appendix C. Appendix D provided full details of £2.957m of mitigations. £1.557m of mitigations and the proposed use of £1.400m of the Challenge Fund, subject to approval by North Ayrshire Council, were outlined at Appendix E to the report.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • An overspend of £2.8m in the Set Aside Budget that is managed in-house by the Health Board, the impact of the proposed mitigation plan on bed occupancy in the Acute Hospital budget, that the IJB may need to meet an increased charge based on the increased activity and that the impact will not be known until budgets are set for 2018/19; • Improved care assessment processes that are now in place to ensure appropriate placements for individuals for the required length of time; • Option 2 that presents a plan to reduce the Challenge Fund by £1.4m; • A positive meeting that had taken place with the Cabinet Secretary where the financial position had been discussed, including plans to reduce the Challenge Fund by £1.4m and work to continue Phase 3 projects; • Work that is ongoing to deliver savings within the Prescribing budgets; and • Savings proposals that have been worked on with NHS to achieve the required savings. <p>The Board agreed to (a) note the projected financial outturn for the year; (b) approve Option 2 as a mitigation plan to reduce the projected deficit to £2.368m; (c) grant authority to the Chief Officer to seek approval from the Council use £1.400m of the Challenge Fund monies to reduce the impact of mitigation on Council commissioned services in 2017/18; and (d) note the intention to bring a further report to the IJB in the near future in relation to the gap in budgets for services commissioned from Health.</p> | |
| 8. | <p>Cumbrae Review of Services – Integration and whole system change</p> <p>Submitted report by David Rowland, Head of Service, Health & Community Care, on the outcome of the Cumbrae Review of Services which mapped current services and the needs of people on Cumbrae.</p> | |

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| | <p>Paper 1 to the report provided information on the service mapping that had been undertaken. Details of the public engagement sessions that had taken place were outlined in Paper 2. Paper 3 detailed feedback from the staff engagement session held on 10 July 2017, and a patient's perspective and experiences of services on Cumbrae were provided at Paper 4. The report outlined the proposed development of an integrated hub approach that will allow island partners to work together with Partnership services to meet the health and well-being needs of the population in the most effective way.</p> <p>The Board agreed to (a) approve the HSCP scoping the development of a hub and associated multi-disciplinary team working; (b) endorse further work with the local community, NHS Ayrshire and Arran Estates and North Ayrshire Council Place Team to develop a fully costed plan for a hub; and (c) received a report on progress by 31 March 2018.</p> | |
| 9. | <p>Learning Disabilities Strategic Plan 2017-2019</p> <p>Submitted report by Thelma Bowers on the development of the Learning Disability Strategic Plan.</p> <p>The Strategy was attached at Appendix 1 to the report and outlined:-</p> <ul style="list-style-type: none"> • How we developed the plan; • Our vision, aims and values; • Context for our strategic plan; • What we need to do; • Our plan • The six priority themes; and • Monitoring progress. <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Consultation that had been undertaken with staff, workshops that are planned and the future involvement of the Staff Partnership Forum. <p>The Board agreed to (a) support the Learning Disabilities Strategic Plan 2017/19; and (b) receive a update to a future meeting of the Board.</p> | |
| 10. | <p>Ensuring Alignment of Advice Services in North Ayrshire</p> <p>Submitted report by David Rowland, Head of Service, Health & Community Care, on the delivery of fully aligned advice services across North Ayrshire and the future role and function of the directly managed and commissioned services.</p> <p>Appendix 1 to the report provided information on the provision by the Third and independent sectors. The detailed service specification for the proposed tender process was outlined at Appendix 2 to the report.</p> | |

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| | <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Quarterly review meetings that are held with NACAS as part of the Service Level Agreement; • Other funding streams that NACAS had secured to provide specific advice services; • Tribunal services that are no longer provided by NACAS; • The involvement of NACAS in the tender specification and that they would not be precluded from tendering for advice services; • The legislative requirement to procure advice services; • Reconfiguration of the Money Matters Team that would allow them to provide tribunal services. <p>The Board agreed, Councillor Billings and Barbara Hastings dissenting, to (a) develop the capacity of the Money Matters Team within the totality of the financial envelope available to the Partnership for advice services to secure an appropriate level of service, including in-person Tribunal Services for everyone who requires it in North Ayrshire; and (b) commission an appropriate, complementary range of advice services by requesting North Ayrshire Council to procure these through a tender process.</p> | |
| 11. | <p>North Ayrshire Social Enterprise Strategy</p> <p>Submitted report by John Godwin, Service Development Officer, on the new North Ayrshire Social Enterprise Strategy (Appendix 1) and potential issues and opportunities for North Ayrshire Health and Social Care Partnership within this framework.</p> <p>The Board agreed to (a) note the report; and (b) the direction of travel of the new North Ayrshire Social Enterprise Strategy.</p> | |
| 12. | <p>Planning and Delivering Care and Treatment across the West of Scotland</p> <p>Submitted report by John Burns, Regional Implementation Lead (West), which provided information on the development of Regional Delivery Plans, encompassing a whole-system approach to the delivery and health and social care for each of the three regions (North, East and West).</p> <p>The Board agreed (a) to approve the active involvement of the Chief Officer in the Regional Planning arrangements for the West of Scotland; and (b) that the Chief Officer provides regular updates in respect of progress as appropriate.</p> <p>** The Chair, Stephen McKenzie, left the meeting at this point. Councillor Foster took the Chair for the remainder of the meeting.</p> | |

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| 13. | <p>Service for Survivors of Childhood Rape and Sexual Abuse</p> <p>Submitted report by Nicola Murphy, Senior Manager (Children, Families and Criminal Justice) on the requirement to undertake a collaborative tendering exercise to appoint a service provider to deliver a counselling service for survivors of childhood rape and sexual abuse.</p> <p>Members asked questions and were provided with further information in relation to:-</p> <ul style="list-style-type: none"> • Efficiencies that would be realised as a result of the collaborative tender exercise with East Ayrshire and would not require an increase in current funding. <p>The Board agreed to approve North Ayrshire Council undertaking a tender exercise with East Ayrshire Council to appoint a service provider to deliver a counselling service for survivors of childhood rape and sexual abuse.</p> | |
| 14. | <p>Minutes of Strategic Planning Group</p> <p>Submitted the Minutes of the Strategic Planning Group meeting held on 2 August 2017.</p> <p>Noted.</p> | |
| 15. | <p>Exclusion of the Public</p> <p>The Board 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 indicated in terms of Paragraphs 3 and 9 of Part 1 of Schedule 7A of the Act.</p> | |
| 15.1 | <p>Hansel Alliance</p> <p>Submitted report by Jan Thompson on services currently provided by Hansel Alliance, discussions that had taken place with Hansel in relation to the rates charged for these services and work that will be continue to review all service users who access residential and respite services provided by Hansel Alliance.</p> <p>Noted.</p> | |
| | The meeting ended at 12.05pm | |

Signed in terms of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2015

Signed by

Date

