

**North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on
Thursday 10 December 2015
at 10.00 a.m., Council Chambers, Cunninghame House, Irvine**

Present

Councillor Anthea Dickson, (Chair)
Carol Davidson, NHS Ayrshire & Arran
Bob Martin, NHS Ayrshire & Arran
Councillor Peter McNamara, NAC
Councillor Ruth Maguire, NAC
Councillor Robert Steel, NAC

Iona Colvin, Director North Ayrshire Health and Social Care (NAHSCP)
Lesley Aird, Chief Finance Officer
Stephen Brown, Chief Social Work Officer – North Ayrshire
Kerry Gilligan, Lead AHP
Dr Paul Kerr, Clinical Director
Nigel Wanless, Independent Sector Representative
David Donaghy, Staff Representative – NHS Ayrshire and Arran
Louise McDaid, Staff Representative – North Ayrshire Council
Fiona Thomson, Service User Representative
Sally Powell, Carers Representative
Jim Nichols, Third Sector Representative

In Attendance

Thelma Bowers, Head of Mental Health
Jo Gibson, Principal Manager (Planning & Performance)
David Rowland, Head of Health & Community Care
Paul Doak, Senior Manager (Internal Audit and Risk Management)
Lynne Ferguson, Senior Business Support Officer
Heather Molloy, Independent Sector Development Officer
Angela Little, Committee Services Officer

Apologies for Absence

Stephen McKenzie, NHS Ayrshire & Arran (Vice Chair)
Janet McKay, NHS Ayrshire & Arran
Dr Mark McGregor, Acute Services Representative
Martin Hunter, Service User Representative
Marie McWaters, Carers Representative

1. Apologies

Apologies were noted.

2. Declarations of Interest

There were no 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.

3. Minutes/Action Note – 5 November 2015

The accuracy of the Minutes of the meeting held on 5 November 2015 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:-

Present – Dr. Paul Kerr, Clinical Director

4. Matters Arising from the Action Note

Violence Against Women Strategy – will be presented to a S. Brown future meeting.

Development and Implementation of a North Ayrshire Social Enterprise Strategy - will be presented to a future meeting. J. Godwin

5. Governance Arrangements

Submitted report by the Head of Services (Democratic Services) on the proposed amendments to Standing Orders to provide (i) that meetings of the Integrated Joint Board Performance and Audit Committee are not open to the press and public; and (ii) that the IJB, when setting up further Committees will decide whether such Committees are open to the public.

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

- A review that will take place of the arrangements for the IJB Performance and Audit Committee in 12 months;
- A delay in the provision of NHS data;
- Performance and audit information that will be reported to the IJB and sessions that will be held for IJB members to scrutinise this information in full.

The Board agreed to (a) add to Standing Orders Clause 11.4 – Clauses 11.1 and 11.2 shall not apply to Committees of the Integration Joint Board. Meetings of the IJB Performance and Audit Committee shall not be open to the public, nor is public notice of the time and place of each meeting required. In relation to any other Committee or Sub-Committee of the Integrated Joint Board, the Board will determine when creating such Committees or Sub-Committees whether there shall be public access to meetings of those Committees or Sub-Committees; and (b) clarify the membership of the IJB Performance and Audit Committee in respect of the appointment of named deputy IJB members.

A. Fraser

6. Strategic Plan Refresh 2016/17

Submitted report by Jo Gibson, Principal Manager (Planning and Performance) on the process established to support discussions and decisions leading to a refresh of the Strategic Plan, which included information on:-

- Review of progress against the current plan;
- Evaluation of the projects funded through the Integrated Care Fund (ICF);
- Development of equality outcomes;
- Views for locality forums;
- Emerging areas for investment;
- Allocation of ICF 2016/17;
- Consultation; and
- Timetable.

The outcome of the review will be presented to the Strategic Planning Group (SPG) who will undertake some group work to identify the emerging themes and priorities for next year. A joint session of the IJB and SPG will take place in January 2016. Thereafter the draft plan refresh will be circulated to key stakeholders for comment.

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

- The addition of the Third and Independent Sectors in the consultation process; and
- Velcro partnerships that are used to bring together particular groups for a short period of time to produce a specific piece of work

The Board was advised that the report should read the “Public Partnership Forum and Participation Network”.

The Board agreed the process as outlined in the report in respect of the refresh of the Strategic Plan.

7. Review of Services for Older People and Those with Complex Care Needs

Submitted report by Annie Weir, Senior Engagement and Project Manager, on the work being undertaken to meet the future needs of older people and those with complex care needs, presented by David Rowland, Head of Service (Health and Community Care).

The report presented information on the work of the Services for Older People and those with Complex Care Needs Steering Group, which included the development of the commissioning plan for the next 5 – 10 years for the Reshaping Care for Older People – 10 Year Vision for Joint Services. The Steering Group identified four workstreams and will further consider who should be involved in both the workstreams and the Steering Group in order to ensure the frameworks developed reflects the needs of all partners.

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

- Physical health, mental health and social care teams working in partnership with the independent, third and statutory sectors within the community to provide shared care;
- Communication with the Care Inspectorate on the transformation of services for older people and those with complex care needs;
- Membership of the Steering Group and carer representatives that will form part of the workstreams.

The Board agreed (a) to note the development of the project and receive regular updates to future meetings; and (b) that a report is presented to a future meeting on the experiences of an older person who has used the services for older people.

D. Rowland

8. Arran Services Review Update

Submitted report by David Rowland, Head of Service (Health and Community Care) on progress made in relation to the Arran Services Review, which included information on (a) the creation of the Arran Services Review Steering Group (Appendix 1); (b) the work programme for the Steering Group; (c) an overview of the local need to inform the development of the model of care (Appendix 2); (d) the latest draft of the service map (Appendix 3); (e) work now underway to conduct process mapping on how individuals access services on the island, gaps and duplication and opportunities to improve joint working which will be considered by the Steering Group and help define an initial model of care for further discussion; and (f) a report to the Board in February 2016 on the workforce and infrastructure requirements.

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

- The comprehensive service map that illustrated the range of health and care provision available; and
- Discussions with local stakeholders, including Trade Unions, on the development of the model of care.

The Board (a) noted the current position; and (b) agreed the timescale for the delivery of the final recommendations in March 2016.

D. Rowland

9. Developing Partnership Forums within Health and Social Care Partnerships

Submitted report by David Donaghey, NHS Staff Representative and Louise McDaid, NAC Staff Representative on the proposal to develop Partnership Forums within each Health and Social Care Partnership.

The report outlined (a) the initial meetings of the Partnership Working Group; (b) the establishment of a sub group to agree the priority recommendations, staff partnership arrangements, Terms of Reference, membership, an over-arching structure, sub-structures and the production of one single framework. The Terms of Reference were detailed at Appendix 1 to the report.

Members asked questions and were provided with clarification in relation to the establishment of Partnership Forums within each HSCP rather than one overall forum for all HSCPs

The Board agreed to approve the proposals and Terms of Reference for the Forum.

10. Director's Report

Submitted report by the Director, North Ayrshire Health and Social Care Partnership on developments within the Partnership.

The Board were also provided with information in relation to:-

- a report that will be provided to a future meeting by Paul Doak, IJB Auditor, on the recent Audit Scotland report on Health and Social Care Integration; and
- the move away from the provision of rehabilitation care by the Red Cross and work that will be done by HSCP to secure alternative services for those affected.

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

- The Strategic Planning and Operational Group (SPOG) that is a sub-group of the NSH Ayrshire and Arran's Corporate Management Team and meets weekly to co-ordinate the different change programmes; and
- GP engagement and meetings with GP pilot practices that have taken place.

Noted.

11. Performance Review: Quarter 2

Submitted report by Jo Gibson, Principal Manager (Planning and Performance) on the performance of the Health and Social Care Partnership against the key performance indicators and progress across the five strategic priorities.

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

- Awareness raising of adult protection issues that has attributed to the increase in adult support and protection referrals by the Police to Social Services;

- Realistic targets that had been set for the percentage of babies breastfed at 6/8 weeks old which does not include those who are mixed fed (breast and bottle);
- A review of the advice provided to carers and the Carers Assessment Report to make the process more carer friendly; and
- A range of work that is ongoing to reduce the number of external fostering placements.

Noted.

12. Draft Order to Review Procedures for Social Work Complaints

Submitted report by Lynne Ferguson, Senior Business Support Officer on the proposed response to the Scottish Government's consultation in relation to a draft Order to revise the procedures for complaints about social work, presented by Iona Colvin, Director (NAHSCP), presented by Iona Colvin, Director (NAHSCP).

The report provided information in relation to (a) the existing stages of complaint handling and response; (b) the proposed replacement of the existing system by a model complaints handling procedure, prepared by the Scottish Public Services Ombudsman (SPSO); and (c) sharing of information by the Care Inspectorate with the SPSO. The proposed response to the Draft Order was appended at Appendix 1 and the consultation document was attached at Appendix 2 to the report.

The Board agreed to approve the Partnership's response to the consultation in relation to the draft Order to revise the procedures for complaints about social work, as outlined in Appendix 1 to the report.

L. Ferguson

13. Tender: Taigh Mor

Submitted report by John McCaig, Senior Manager (Learning Disabilities) on a proposed re-tender exercise to appoint a provider organisation to operate the Taigh Mor Respite Centre on behalf of the North Ayrshire Health and Social Care Partnership, presented by Thelma Bowers, Head of Service (Mental Health).

The existing contract is due to end in September 2016. In order to comply with the Council's Standing Orders and Public Contracts (Scotland) Regulations 2012 (as amended) a formal re-tendering exercise requires to be undertaken.

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

- The budget level that will remain unchanged for the anticipated period of the new contract;
- Procurement processes that evaluate tenders against a price/quality ratio;
- Consideration of a variety of factors within the evaluation of the quality element of tender submissions, including the payment of the living wage

The Board agreed to recommend to North Ayrshire Council's Cabinet that a re-tender exercise be undertaken to appoint a provider organisation to operate the Taigh Mor Respite Centre on behalf of the North Ayrshire Health and Social Care Partnership for up to a period of four years.

J. McCaig/
T. Bowers

Councillor Maguire left the meeting.

14. Minutes of North Ayrshire Strategic Planning Group

Submitted the Minutes of the North Ayrshire Strategic Planning Group held on 29 October 2015.

Noted.

15. Date of Next Meeting

The next meeting will be held on Thursday 11 February 2016 at 10.00 a.m. in the Council Chambers, Cunninghame House, Irvine.

The meeting ended at 11.50 a.m.