



**North Ayrshire Health and Social Care Partnership  
Minute of Integration Joint Board meeting held on  
Thursday 15 February 2018  
at 10.00am, 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  
Councillor John Sweeney, North Ayrshire Council  
Dr Janet McKay, NHS Ayrshire & Arran  
Alistair McKie, NHS Ayrshire and Arran  
Bob Martin, NHS Ayrshire and Arran

Stephen Brown, Interim Director of Health and Social Care Partnership  
Dr Paul Kerr, Clinical Director  
Shahid Hanif, Interim Head of Finance  
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  
Fiona Thomson, Service User Representative  
Nigel Wanless, Independent Sector Representative  
Marie McWaters, Carers Representative  
Robert Steel, Chair Kilwinning Locality Forum  
Vicki Yuill, Third Sector Representatives

**In Attendance**

Andrew Fraser, Head of Democratic Services  
Donna McKee, Head of Service (Children, Families and Criminal Justice)  
Karen Andrews, Team Manager (Governance)  
Angela Little, Committee Services Officer

**Apologies for Absence**

Dr Crawford McGuffie, Acute Services Representative

**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 there were no declarations of interest.

## 3. Minutes/Action Note

The accuracy of the Minutes of the meeting held on 18 January 2018 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:-

3.1 Matters Arising – Veterans First Point Service – Action – ~~V. Yuill~~ should read T. Bowers.

### 3.1 Matters Arising

**Volunteering Strategy** - the Third Sector and North Ayrshire are to develop the strategy and it is hoped to have this in place by April 2018.

Action - V. Yuill

**Public Partnership Forum** - Officers will meet with Fiona Thomson and bring forward a paper to a future meeting.

Action - F. Thomson

**Technology Enabled Care and Innovation** - remove from the Action Note, as a report will be presented to a future meeting of the Board.

Action – D. Rowland

**Peer Support Services Specification for People with Mental Health Problems in North Ayrshire** - the tender has gone out and the scoping exercise is ongoing.

Action - T. Bowers

**Veterans First Point Service** - the service is located in North Ayrshire and accessed by South and East. Discussions are ongoing regarding an equitable financial split of funding by the three Ayrshire authorities.

Action - T. Bowers

**North Ayrshire Citizen's Advice Service** - NACAS are winding down their outreach service and discussion are continuing.

## 4. Carers Presentation

The Board noted that Isabel Marr, Senior Manager (Long Term Conditions) will provide the presentation to a future meeting.

## **5. Director's Report**

Submit report by Stephen Brown, Director (NAHSCP) on developments within the North Ayrshire Health and Social Care Partnership.

The report highlighted works underway in the following areas:-

- West of Scotland Regional Delivery Plan Event on 1 March 2018;
- Appointment of professional lead – Psychological Services;
- North Ayrshire HSCP Website;
- Adult Support and Protection Inspection;
- Staff Partnership Awards;
- North Ayrshire HSCP Strategic Plan;
- Budget Update;
- Business Support Review Event – 2 February 2018;
- Locality Teams- Children's Services; and
- Carers (Scotland) Act 2016.

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

- 72 nominations that have been received for the Staff Partnership Awards that will be held in Ardrossan Civic Centre, Ardrossan and not Saltcoats Town Hall as stated in the report;
- A workshop that will be held for all IJB members on the Regional Delivery Plan;
- A Budget Update that will take place following the Board meeting and will focus on (i) the overspend; (ii) the Council budget setting process and the IJB allocation that will be agreed at the Council meeting on 28 February 2018; (iii) the previous and current funding allocation from the NHS, cash releasing efficiency savings (CRES), North overspend and brokerage from the Scottish Government; and
- Information from the Budget Update that will be provided to those Members who are unable to attend the session.

Marie McWaters advised the Board that there is currently a debate by Scottish Government Members on funding in respect of the Carers (Scotland) Act 2016.

The IJB noted the ongoing developments within the North Ayrshire Health and Social Care Partnership.

## **6. Community Payback Order Annual Report**

Submitted report by David MacRitchie, Chief Social Work Officer on the Community Payback Order Annual Report 2016/17, which will be published by the Scottish Government at the end of February 2018. The report highlighted the range of work and projects undertaken through the 769 Community Payment Orders imposed in 2016/17.

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

- 100% ring-fenced funding for the project provided by the Scottish Government;
- Support that is provided to individuals to ensure they are able to fit in their CPO's around their work;
- A range of community projects undertaken by service users and consideration that will be given to identify this work
- The reduction in recorded crime in North Ayrshire as a result of the success of the CSO project.

The Board congratulated the staff involved in the successful project.

The Board agreed to note (a) the work undertaken in North Ayrshire by offenders placed on Community Payback Orders; and (b) that the Community Payback Order Annual Report 2016/17 will be published at the end of February 2018.

## **7. Health and Social Care Clinical and Care Governance Arrangements**

Submitted report by David Thomson, Associate Director of Nursing which provided an update on the function of the Health and Social Clinical and Care Governance Group and outlined further proposals to improve the quality of reporting and promote consistent approaches across all relevant areas of practice. Appendix 1 to the report provided the framework for Clinical and Care Governance.

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

- Discussions that will take place in relation to the involvement of Pharmacy in the local Care Clinical and Care Governance Group;
- The Digital Health Strategy that will address the replacement of the Edison (the system used to record delayed discharges, locally and across Scotland);
- The development of a flash report type of communication for all staff groups to disseminate highlights and learning;
- Discussions that continue with the Chairs of the IJB Performance and Audit Committee and the Clinical and Care Governance Group on the parameters of the groups and methods of reporting to the IJB to limit overlap; and
- Third Sector Indemnity insurance that is in place and individuals who would be insured via their employer.

The Board agreed to (a) the proposed revised Health and Social Clinical and Care Governance reporting mechanisms; and (b) receive regular updates to future meetings.

## **8. Appointment of the Chief Financial and Transformation Officer**

Submitted report by Andrew Fraser, Head of Democratic Services on the proposal to appoint a full-time Chief Finance and Transformation Officer to have responsibility for strategic and operational finance and transformation and hold the role of Section 95 Officer in terms of the Local government (Scotland) Act 1973. Appendix 1 to the report summarised key financial information for the HSCP since 2014/15.

The Board was advised that the Council have agreed to fund half of the dedicated full-time Chief Finance and Transformation Officer and to continue to fund the interim Chief Finance and Transformation Officer and that the NHS have advised that their financial contribution can be used to fund half of the dedicated full-time post.

The Board agreed to (a) put in place a dedicated full-time Chief Finance and Transformation Officer for the Integration Joint Board; (b) the post having responsibility for strategic financial planning and management of all services delegated to the IJB (with accountability to the Council, Health Board and IJB), strategic transformation and to lead in terms of Section 95 of the Local government (Scotland) Act 1973; (c) that pending the appointment of a permanent Chief Finance Officer that the current interim Head of Finance for the HSCP Council services be appointed as interim Chief Finance and Transformation Officer of the Integration Joint Board and to recommend to North Ayrshire Council and NHS Ayrshire and Arran that the additional costs of the post are met jointly by them; and (d) that the post be reviewed after three years.

## **9. General Medical Contract**

Submitted report by Dr Paul Kerr, Clinical Director on the key points of the new General Practitioner contract, IJB/North Ayrshire Health and Social Care Partnership responsibilities relating to the new GP contract and overview proposed pan-Ayrshire (multiple IJB collaboration) approach.

The board was advised of an amendment to the report at 2.3, Para 5 – the ~~Secretary~~ of the GP Sub Committee should read **Chair** of the GP Sub Committee.

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

- The primary care funding of £3.4m for 2018/19, £4.3m for 2019/20 and £8.4m for 2020/21 that is not new funding;
- Milestones and outcomes that will be put in place to measure the success of the contract and ensure the high quality of services to all local areas;
- The requirement for joined up IT systems; and
- The work of Locality Forums to promote the new contract.

Noted.

## **10. Strategic Planning Group Minutes**

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

Councillor Foster, Chair of the Strategic Planning Group advised of sessions that were held to discuss the content of the draft Strategic Plan and the locality sections of the plan.

Noted.

## **11. Integration Joint Board Performance and Audit Committee Minutes**

Submitted the minutes of the IJB Performance and Audit Committee held on 29 November 2017.

Councillor Billings, Chair of the IJB performance and Audit Committee, advised that consideration is being given to the role of PAC and how it links in with all relevant bodies.

The Board agreed (a) that a meeting of the Locality Chairs would take place shortly; and (b) that Councillor Foster would provide an update to the Board once this meeting had taken place.

Meeting ended at 12 noon.

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## North Ayrshire Integration Joint Board – Action Note

Updated following the meeting on 15 February 2018

No.	Agenda Item	Date of Meeting	Action	Status	Officer
1.	Volunteering Strategy	15/2/18	The Third Sector and North Ayrshire are to develop the strategy and it is hoped to have this in place by April 2018.	Ongoing	V. Yuill
2.	Public Partnership Forum	15/2/18	Officers will meet with Fiona Thomson and bring forward a paper to a future meeting.	Ongoing	Officers and F. Thomson
3.	Peer Support Services Specification for People with Mental Health Problems in North Ayrshire	15/2/18	A report be provided to a future meeting on the scoping exercise undertaken in respect of the recovery college	The tender has gone out and the scoping exercise is ongoing.	T. Bowers
4.	Veterans First Point Service	15/2/18	The service is located in North Ayrshire and accessed by South and East. Discussions are ongoing regarding an equitable financial split of funding by the three Ayrshire authorities.	Ongoing	T. Bowers

5.	North Ayrshire Citizen's Advice Service	15/2/18	NACAS are winding down their outreach service and discussion are continuing.	Ongoing	D. Rowland
6.	Meeting of the Locality Chairs	15/2/18	That a meeting of the Locality Chairs take place	An update would be provided to the Board once this meeting had taken place	Councillor Foster