



**North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on
Thursday 21 June 2018
at 2.00 p.m., Council Chambers, Cunninghame House, Irvine**

Present

Bob Martin, NHS Ayrshire and Arran (Chair)
Councillor Robert Foster, North Ayrshire Council (Vice Chair)
Councillor Timothy Billings, North Ayrshire Council
Councillor Anthea Dickson, North Ayrshire Council (Substitute for Councillor Larsen)
Dr Janet McKay, NHS Ayrshire and Arran
Alistair McKie, NHS Ayrshire and Arran

Stephen Brown, Director of Health and Social Care Partnership
Laura Friel, Interim Section 95 Officer
Dr Paul Kerr, Clinical Director
David MacRitchie, Chief Social Work Officer
Alistair Reid, Lead Allied Health Professional Adviser
David Thomson, Associate Nurse Director/IJB Lead Nurse
Dr. Louise Wilson, GP Representative
Marie McWaters, Carers Representative
Fiona Thomson, Service User Representative
Nigel Wanless, Independent Sector Representative

In Attendance

North Ayrshire Council

David Rowland, Head of Service (Health and Community Care)
Eleanor Currie, Principal Manager (Finance)
Donna McKee, Head of Service (Children, Families and Justice Services)
Mark Gallagher, Lead Officer, Alcohol & Drugs Partnership
Michelle Sutherland, Strategic Planning Lead
Helen McArthur, Senior Manager, Community Care Services
Karen Andrews, Team Manager (Governance)
Angela Little, Committee Services Officer

NHS Ayrshire and Arran

Joy Tomlison, Consultant in Public Health Medicine
Isabel Marr, Senior Manager, Long Term Conditions
Vicki Campbell, Primary Care Facilitator
Pamela Milliken, Head of Primary Care & Community Out of Hours Response Service

Apologies for Absence

Councillor Christina Larsen, North Ayrshire Council
Councillor John Sweeney, North Ayrshire Council
Dr Martin Cheyne, NHS Ayrshire and Arran
Dr. Calum Morrison, Acute Services Representative
Louise McDaid, Staff Representative (North Ayrshire Council)
Vicki Yuill, Third Sector Representative
David Donaghey, Staff Representative (NHS Ayrshire and Arran)

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 Minute of the meeting held on 24 May 2018 was confirmed and the Minute signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973, subject to the following amendment:-

Also in Attendance

Councillor Anthea Dickson, North Ayrshire Council (*for the presentation on the Health and Social Care Partnership: Challenge fund Projects only*)

3.1 Matters Arising

Volunteering Strategy - it is anticipated the strategy will be circulated for feedback at the end of June. Ongoing action.

Action - V. Yuill

Public Partnership Forum - A paper will be brought to the IJB on completion of all ongoing work. Ongoing action.

Action - F. Thomson

North Ayrshire Citizen's Advice Service - Some recruitment has been undertaken and further recruitment will take place once funds are released. Ongoing action.

Action - D. Rowland

Adult Support and Protection – No update, however a national report will be published on 3 July 2018 and a report will be brought to the August meeting.

Action – B. Walker

4. Annual Governance Statement 2017/18

Submitted report by Eleanor Currie, Principal Manager (Finance) on the HSCP's Annual Governance Statement for 2017/18 which was attached at Appendix 1 to the report. The Annual Governance Statement, which will be included within the annual accounts, explained how the Partnership complies with the Code of Governance Framework and identified the main components of the Corporate Governance Framework in place, including the systems of internal control.

Nigel Wanless advised that that had been no change to the Third and Independent Sector Representative following the Local Government Election in May 2017 and a correction was therefore required to Appendix 1 (Page 3 – Governance Development)

The Board agreed to approve the Annual Governance Statement as outlined in Appendix 1 to the report, subject to the correction in respect of the Third and Independent Sector Representative.

5. 2017/18 Financial Performance Update as at 31 March 2018

Submitted report by Eleanor Currie, Principal Manager (Finance) which provided an overview of (a) the IJB's unaudited Annual Accounts for the year to 31 March 2018; (b) the IJB's financial performance for the year; and (c) how the 2017/18 out-turn impacts on the IJB's overall financial position. The Annual Accounts were attached at Appendix A to the report. Appendix B provided the detailed year-end financial position and the 2017/18 Savings Tracker was outlined at Appendix C. Appendix D presented the Change Programme Integrated Care Fund area of spend, with details of the budget reconciliation provided at Appendix E.

The Board was advised that Page 17 of the Annual Accounts would be amended to reflect there had been no change to the Third and Independent Sector Representative.

Members were also advised of the appointment of Caroline Whyte to the post of Chief Finance and Transformation Officer for the IJB. Caroline will take up her post on 16 July 2018.

The Board agreed to (a) approve, subject to audit and amendment to Page 17 as outlined above, the IJB's Annual Accounts for 2017/18; and (b) note (i) that Deloitte plan to complete their audit of the Accounts by early September 2018 and present their annual audit report to the IJB on 13 September 2018; (ii) the unaudited position of £2.562m overspent; and (iii) that the cumulative deficit of £5.807m will be carried forward and will require the IJB to agree a recovery plan.

6. Director's Report

Submitted 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:-

- The annual NHS Scotland Event held on 18 and 19 June 2018;
- That first birthday of Veterans 1st Point;
- Recent appointments to the Partnership to the posts of Senior Manager (Universal Early Years) and Chief Finance and Transformation Officer;
- The "What Matters To You Day?" held on 6 June 2018;
- Progress in terms of the new National Secure Adolescent In-Patient Service
- Additional Support Needs Resource developments;
- Priorities for the Change Programme for 2018/19;
- Carers Week from 11-17 June 2018;
- The opening of a new Parent and Baby Café in Kilwinning on 31 May 2018;
- A recent production by Funky Films on the impact of peer mentoring; and
- The partnership work by NAC libraries, Anam Cara and Garnock Men's Shed.

The IJB noted (a) the ongoing developments within the North Ayrshire Health and Social Care Partnership; and (b) that North Ayrshire HSCP had been well represented and received at the NHS Scotland Event in June 2018.

7. IJB Set Aside Arrangements

Submitted report by Shahid Hanif, Interim Chief Finance and Transformation Officer on progress made to date in implementing the statutory guidance on establishing set aside arrangements with NHS Ayrshire and Arran. The request from the Scottish Government Finance Development Group (FDG) on what progress had been made in implementing the guidance was detailed at Appendix A to the report. Appendix B detailed the collective response from North, South and East IJBs and NHS Ayrshire and Arran on progress to date which was submitted to the Scottish Government on 18 May 2018.

Members asked questions and were provided with information on the following:-

- Further information on the national position and on the impact on other elements of Acute Services that may be provided by the Scottish Government following the submission of information from all HSCPs;
- The Strategic Planning Group that meets every 2 months and will include the new Chief Finance and Transformation Officer;
- The Unscheduled Care Group for the Crosshouse site that manages hospital stays in order to minimise these; and
- Use of the Ministerial Steering Group's (MSG) performance indicators and the MSG trajectories by all three Ayrshire Partnerships to reduce the use of unscheduled bed days and make progress on delayed discharges.

The Board agreed to (a) note the response issued to the Scottish Government Finance Development Group outlining progress in implementing statutory guidance on establishing set aside arrangements with NHS Ayrshire and Arran, which was set out in Appendix B to the report; and (b) homologate the submission to the Scottish Government.

8. Preventing Drug Related Deaths: A Framework for Ayrshire and Arran

Submitted report by Joy Tomlinson, Interim Director of Public Health highlighting concern about the number of drug related deaths across Ayrshire and Arran in 2016. The Strategic Framework, attached at Appendix 1, described the principles the Alcohol and Drug Partnership will use to reduce drug related deaths and set out the overarching response of the three Alcohol and Drug Partnerships in Ayrshire. Appendix 2 provided information on the patterns of drug related hospital stays.

Members asked questions and were provided with information on the use of a template for the recording of data in respect of drug related deaths that will assist in ensuring consistency of information and identification of patterns.

The Board agreed to (a) note (i) the increase in drug related deaths across Ayrshire and Arran in 2016 and the underlying reasons contributing to this; and (ii) that the Chairs of the Alcohol and Drug Partnerships have agreed the Strategic Framework which is being presented to North, South and East Integration Joint Boards; (b) endorse the new Strategic Framework: Preventing Drug Related Deaths, which sets out the overarching response of the three Alcohol and Drug Partnerships in Ayrshire; (c) receive further annual updates on progress within the action plans from the Alcohol and Drug Partnership; and (d) commend the work of the Alcohol and Drug Partnership in Ayrshire.

9. Strategic Planning, Commissioning and Delivery of Health and Social Care Services within Ayrshire and Arran

Submitted report by Stephen Brown, Director (NAHSCP) on (a) the 2017 review of arrangements for planning, commissioning and delivery of health and social care services in Ayrshire and Arran; and (b) proposals to (i) address the findings from the Review in respect of lead partnership arrangements; (ii) agree the next steps in respect of Fair Share commissioning; and (iii) future development in respect of "Directions" as the Model provided by the Public Bodies (Joint Working)(Scotland) Act for IJBs to commission services from the Council and NHS Board.

Members asked questions and were provided with information on the devolvement of budget and management of Senior Managers AHP to Partnerships for service delivery within Partnerships, in line with other delegated services.

The Board agreed to (a) note (i) the summary of findings from the first stage of the review of the North Ayrshire Integration Scheme; (ii) that the report will be considered by NHS Ayrshire and Arran Board meeting on 25 June 2018; (iii) that a similar report will be presented to East and South Ayrshire Councils on 28 June 2018; and (iv) that reports were considered and approved by East Ayrshire Integration Joint Board on 13 June 2018; and (b) agree the proposals for (i) the transfer of management arrangements for community AHP services; (ii) the implementation of the model to align financial and usage in Pan Ayrshire Mental Health Services; and (iii) the alignment of the management of the Pan Ayrshire Family Nurse Practitioner Services with lead professional partnership with South Ayrshire HSCP.

10. Arran Services Integrated Hub

Submitted report by Ruth Betley, Senior Manager Arran Services on the development of an Arran Services Integrated Hub as a central requirement in the transformational change of care delivery. The draft accommodation schedule and the Strategic Assessment were detailed at Appendices 1 and 2 to the report respectively. Appendix 3 provided information on Members of the Steering Group and Appendix 4 outlined and illustrated the governance arrangements in place.

Members asked questions and were provided with information on the following:-

- The establishment of a Project Steering Group to examine a number of areas, including capital projects for GP practices on Arran and the mainland;
- A commitment by the Scottish Government to the provision of 4G for Arran and the opportunities to use technology where possible that will be taken;
- Usage data over the past year that informed the specification for the capacity of the new hub building;
- Costs of £50,000 that will not be funded by the IJB; and
- Involvement of the Third and Independent sector in the review of Arran services.

The Board agreed (a) to approve the Strategic Assessment for an Arran Integrated Hub as detailed at Appendix 2 to the report; and (b) that a report be provided to IJB on the full Initial Assessment in February 2019.

11. Carer (Scotland) Act 2016 – Eligibility, Assessment and Waiving of Charges

Submitted report by Kimberley Mroz, Team Manager (Self Directed Support/Unpaid Carers) on the proposed eligibility criteria to meet duties under the Carer (Scotland) Act 2016. The North Ayrshire Carer's Eligibility criteria and Support Plan were detailed at Appendices 1 and 2 to the report respectively. Appendix 3 outlined the proposal on Waiving of Charges for all carers.

The Board agreed (a) the North Ayrshire Carer's Eligibility criteria and Support Plan as outlined in Appendices 1 and 2 to the report; and (b) the Waiving of Charges, as detailed in Appendix 3.

12. Mental Welfare Commission for Scotland: Report on the Right to Advocacy

Submitted report by Thelma Bowers, Head of Service, Mental Health, on the proposed local response to the recommendations made within the Mental Welfare Commission for Scotland's report on the right to Advocacy.

Members asked questions and were provided with information on the following:-

- A request to South and East HSCPs for their views on the development of strategic advocacy plans on a pan Ayrshire basis;
- Rights for advocacy for carers; and
- Further consultation with people who use, or may require, advocacy to understand the need for advocacy within North Ayrshire.

The Board agreed to (a) note the findings detailed in the report by the Mental Welfare Commission; and (b) approve the proposed actions, including the preparation of a Strategic Advocacy Plan, in collaboration with partner organisations.

Councillor Billings left the meeting at this point.

13. Primary Care Improvement Plan: Implementation of new 2018 General Medical Contract

Submit report by Vicki Campbell, Programme Manager for Primary Care Transformation on (a) the requirements set out in the Memorandum of Understanding for implementing the new General Medical Services (GMS) Contract, set out in Appendix 1 to the report; and (b) the draft Primary Care Improvement Plan (PCIP), outlined at Appendix 2.

Members asked questions and were provided with information on the total allocation and split across the three Ayrshire IJBs of the Primary Care Improvement Fund, allocated on an NHSScotland Allocation Resource Committee (NRAC) basis through Health Boards to IJBs

The Board agreed (a) the requirements and responsibilities set out in the Memorandum of Understanding between the Scottish Government, British Medical Association, Integration Authorities and the NHS Board for implementing the new General Medical Services Contract; and (b) to approve the content, actions and financial spend set out in the Primary Care Implementation Plan for implementing the new GMS contract before 2021.

14. Award of Framework Contracts for the Provision of Care at Home Services

Submitted report by Helen McArthur, Senior Manager, Community Carer Services on the procurement exercise for the Framework Contracts for the Provision of Care at Home Services that awarded contracts to (a) Inverclyde and North Ayrshire Care Services trading as Carewatch; (b) Mears Care; (c) Rainbow Services (UK) Ltd; (d) Ayrshire Quality Care and Support, Community Interest Company (CIC); and (e) First Homecare. The contracts are for a period of 2 years with the option to extend for up to a further two 12 month periods.

Members asked questions and were provided with information on the following:-

- Two new Care at Home providers to North Ayrshire who have started recruitment for staff; and
- The value of the framework for a two year period, with the option to extend for up to a further two, 12 month periods.

Noted.

15. Chair of Kilwinning Locality Forum

Submitted report by Stephen Brown, Director (NAHSCP) on (a) a review of the current Locality Partnership Forum (LPF) arrangements, following the resignation of the Chair of the Kilwinning Locality Forum; (b) the new Terms of Reference for LPFs that will be presented to the Strategic Planning Group and LPF Chairs and then to the IJB in the autumn and (c) an invitation to the Kilwinning LPF to nominate a lead member to act as the interim Chair of the LPF and non-voting member of the IJB.

The Board agreed to (a) note the resignation of the current Chair; and (b) invite the Kilwinning LPF to nominate an interim Chair, who will attend future IJB meetings.

The meeting ended at 4.05 p.m.

North Ayrshire Integration Joint Board – Action Note

Updated following the meeting on 21 June 2018

No.	Agenda Item	Date of Meeting	Action	Status	Officer
1.	Volunteering Strategy	21/6/18	It is anticipated the strategy will be circulated for feedback at the end of June	Ongoing.	V. Yuill
2.	Public Partnership Forum	21/6/18	A paper will be brought to the IJB on completion of all ongoing work	Ongoing.	Officers and F. Thomson
3.	North Ayrshire Citizen's Advice Service	21/6/18	Some recruitment has been undertaken and further recruitment will take place once funds are released.	Ongoing.	D. Rowland
4.	Adult Support and Protection	24/5/18	No update, however a national report will be published on 3 July 2018 and a report will be brought to a future meeting	Ongoing	B. Walker