

## Agenda Item No 3 (a)

MINUTE of MEETING of the **HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD** held in the Town and County Hall, Forfar on Wednesday 21 February 2018 at 2.00pm.

**Present: Voting Members of Integration Joint Board**

HUGH ROBERTSON, Non-Executive Board Member, NHS Tayside  
Councillor JULIE BELL, Angus Council  
Councillor LOIS SPEED, Angus Council  
Councillor CRAIG FOTHERINGHAM, (Proxy on behalf of Cllr Wann) Angus Council  
JUDITH GOLDEN, Non-Executive Board Member, NHS Tayside  
ALISON ROGERS, Non-Executive Board Member, NHS Tayside

**Non Voting Members of Integration Joint Board**

DAVID BARROWMAN, Service User  
SANDY BERRY, Chief Finance Officer  
CHRIS BOYLE, Staff Representative  
PETER BURKE, Carers Representative  
IVAN CORNFORD, Independent Sector Representative  
ALISON CLEMENT, Clinical Director, Angus IJB  
JIM FOULIS, Associate Nurse Director  
DR RICHARD HUMBLE, GP Representative  
VICKY IRONS, Chief Officer  
KATHRYN LINDSAY, Chief Social Work Officer  
DOUGLAS LOWDON, Consultant Acute and Elderly Medicine

**Advisory Officers**

GEORGE BOWIE, Head of Community Health and Care Services - South, AHSCP  
GAIL SMITH, Head of Community Health and Care Services – North, AHSCP  
WENDY SUTHERLAND, Senior Solicitor, Place Directorate, Angus Council  
HAZEL SCOTT, General Manager, Public Health (on behalf of Drew Walker, Director of Public Health)

HUGH ROBERTSON, in the Chair.

**1. APOLOGIES**

Apologies for absence were intimated on behalf of Councillor Derek Wann, Angus Council; and Barbara Tucker, Staff Representative; David Coulson, Associate Director of Pharmacy; Drew Walker, Director of Public Health and Michelle Watts, Associate Medical Director, all NHS Tayside.

**2. DECLARATIONS OF INTEREST**

Councillor Bell declared a non financial interest in Item 5 as an elected member on the Board of Voluntary Action Angus (VAA) and Item 8 as she had met with the Carers Centre. She indicated that she would take part in any discussion and voting on these items.

*At this stage of the meeting, the Chair intimated that Alison Rogers, Non-Executive Board Member was to step down as a Board Member from the NHS Board as at 31 March 2018 and as a consequence would cease membership of the Integration Joint Board and Audit Committee. The Chair on behalf of the Board paid tribute and thanked Alison for her valued contribution, support and commitment provided and wished her well for the future.*

### **3. MINUTES INCLUDING ACTION LOG**

#### **(a) PREVIOUS MEETING**

The minute of meeting of the Angus Health and Social Care Integration Joint Board of 10 January 2018 was submitted and approved as a correct record.

#### **(b) ACTION LOG**

The action log of the Health and Social Care Integration Joint Board of 10 January 2018 was submitted.

The Chief Officer advised that in terms of the action point in relation to the Mental Health and Learning Disability Service Redesign Transformation Programme, the IJB's comments had been forwarded to the Perth and Kinross IJB for consideration at their meeting on 26 January 2018. She highlighted the responses from both Committee Services, Perth and Kinross Council and the Chief Officer, Perth and Kinross IJB to the Board.

Following discussion and having heard the concerns from some members in relation to the release of funds from Perth and Kinross IJB, the Integration Joint Board requested the Chief Officer to write to the Chief Officer of Perth and Kinross IJB to re-emphasise the guarantee required for the release of funds for the provision of community health services.

The Integration Joint Board thereafter noted the contents of the Action Log.

#### **(c) AUDIT COMMITTEE**

The minute of meeting of the Angus Health and Social Care Integration Joint Board Audit Committee of 10 January 2018 was submitted and noted.

### **4. FINANCE REPORT**

With reference to Article 7 of the minute of meeting of this Board of 10 January 2018, there was submitted Report No IJB 17/18 by the Chief Finance Officer providing an update to the Board regarding the financial position of Angus Integration Joint Board (IJB) combining financial monitoring information and budget settlement/planning updates.

The Report indicated that the Angus IJB Integration Scheme set out that for 2016/17 and 2017/18, should the IJB ultimately overspend then that overspend would be attributed back to the partner organisation in which the overspend had incurred. The agreement changed for 2018/19 with any overspend being shared in proportion to the spending directions to each party.

The Integration Joint Board's detailed forecast financial position for 2017/18 was set out in Appendix 1 to the Report. This showed that the overall position for Angus IJB at December was approximately breakeven. This was after material prescribing overspends had been offset by non-recurring health underspends and the underspends within Adult Services.

The main financial implications were set out in Sections 3 and 4 of the Report. The overall financial position of the Integration Joint Board had a material impact on the way Angus Integration Joint Board provided services in future. By making ongoing progress with delivery of efficiencies and cost reduction programmes alongside service redesign and modernisation, the Integration Joint Board would be most able to deliver the services it required to deliver to the local population on a sustainable basis.

The Chief Finance Officer provided a brief overview of the Report and following discussion where members' questions were answered, the Integration Joint Board agreed:-

- (i) to note the overall financial position of Angus Integration Joint Board at the end of December 2017 including the projected year end position;
- (ii) to approve the proposal that Angus Alcohol and Drug Partnership (Angus ADP) would have a remit across the full Alcohol and Drugs Service to facilitate a more integrated service; and
- (iii) to note the risks documented in the Financial Risk Assessment.

## **5. BUDGET SETTLEMENT WITH ANGUS COUNCIL 2018/19**

With reference to Article 7 of the minute of meeting of the Board of 30 August 2017, there was submitted Report No IJB 22/18 by the Chief Finance Officer providing an update regarding the proposed Budget Settlement between Angus Integration Joint Board (IJB) and Angus Council for 2018/19.

The Report indicated that on an annual basis, the Angus IJB had to reach a budget settlement with Angus Council regarding resources that would be devolved from Angus Council to support the delivery of the local Adult Social Care Services.

As at February 2017/18, the recurring funding received from Angus Council was currently £44.2 million. The proposal from Angus Council was to increase the funding by £510k (1.1%) to £44.7 million from 2018/19. The proposal had been made by Angus Council against the backdrop of their own challenging financial position as described in their Medium Term Financial Strategy.

In 2018/19, an additional £66 million had been included in the local government settlement allocations to support additional expenditure by local government on social care in recognition of a range of pressures they and integration authorities faced, including support for the implementation of the Carers (Scotland) Act 2016, maintaining the joint commitment to the Living Wage (including the agreement to now extend it to cover sleepovers following the further work undertaken) and an increase in the Free Personal and Nursing Care payments.

The Angus Council share equated to £1.565 million, the nature of the mechanism used by the Scottish Government to allocate funding to local authorities meant this funding could be used at the discretion of local authorities in context of their overall challenging financial positions.

Following the late adjustments to Angus Council's overall funding, it was proposed by the Council that £510k of additional funding would be flowed through to Angus IJB to support the costs of the Carers Act Implementation - £200k for 2018/19 and the Living Wage Inflationary Impact (i.e. inflation within third party contacts and the National Care Home Contract - £310k for 2018/19.

In determining whether to accept the proposed budget settlement, the IJB required to consider their overall anticipated financial position for 2018/19. In any given year Angus IJB would face a number of adult services related cost pressures. These would mainly be a result of inflationary, demographic or legal pressures. The estimated pressures currently facing the Angus IJB for 2018/19 were outlined in Table 1 of the Report. Outlined in Table 2 of the Report was the considered measures in place to reduce costs.

The Report highlighted there were multiple risks for the IJB in accepting the budget settlement proposal, however these risks were consistent with financial risks faced across the public sector, these risks were outlined in Section 3 of the Report.

Following discussion, where some members raised concerns in relation to the budget settlement proposed, and having heard from the Chief Finance Officer, Chief Officer, Chief Social Work Officer and the Chair, the Integration Joint Board agreed:-

- (i) to note the proposed settlement with Angus Council for 2018/19 as a working budget and note concerns in relation to the residual risks which would be subject to the risk sharing agreement;
- (ii) to request the Chief Finance Officer to formally share the views of the IJB with Angus Council;
- (iii) to note the need for the ongoing review of budgets, the IJB would retain the flexibility, through the Chief Officer and Chief Finance Officer, to progress any in-year budget settlement adjustments in order to properly maintain the overall budgetary framework; and
- (iv) to request a further paper be prepared to the April Board meeting setting out the overall Angus Integration Joint Board financial plan including describing measures required to address any forecast shortfall.

## **6. CHANGES TO STATUTORY INFORMATION GOVERNANCE REQUIREMENTS**

There was submitted Report No IJB 18/18 by the Chief Officer raising the awareness to the Integration Joint Board in relation to the General Data Protection Regulations (GDPR) 2016 which would come into force on 25 May 2018, supported by the Public Records (Scotland) Act 2011.

The Report set out the actions required to comply with the requirements of GDPR. It was understood that the Keeper of the National Records of Scotland would require the Integration Joint Board to prepare and submit a Records Management Plan under the terms of the Public Records (Scotland) Act PRSA 2011, at some point during 2018.

Under the Public Records (Scotland) Act 2011, all public bodies in Scotland were required to take appropriate measures to ensure the records of their business were kept appropriately. Integration Joint Boards were public bodies for the purposes of the Act. The Keeper had indicated that all IJB's were to be included in the 2018 cycle for Records Management Plan submissions.

No date had yet been published but it was understood that formal invitations to submit the management plan were likely to be issued in July or August 2018.

Attached as Appendix 1 to the Report was the action plan for implementation of the GDPR and for preparing a records management plan for submission by the Integration Joint Board.

The Integration Joint Board agreed:-

- (i) to note the content of the Report and the implications for the Integration Joint Board of the Public Records (Scotland) Act 2011 and the General Data Protection Regulations 2016;
- (ii) to approve the action plan as outlined in Appendix 1 to the Report;
- (iii) to register the Integration Joint Board with the Information Commissioner as a "data controller"; and
- (iv) to request that a progress report be submitted to the next meeting of the Integration Joint Board.

## **7. DELIVERING THE NEW 2018 GENERAL MEDICAL SERVICES CONTRACT IN THE CONTEXT OF PRIMARY CARE DEVELOPMENT IN ANGUS**

With reference to Article 15 of the minute of meeting of this Board of 28 June 2017, there was submitted Report No IJB 19/18 providing an update on progress regarding the local implementations of the recommendations set out in the Primary Care Strategic Framework and highlighted the content of the new 2018 General Medical Services (GMS) contract in Scotland and some of the requirements, opportunities and challenges it would bring for both NHS Boards and Integration authorities.

The Report indicated that the demand on general practices continued to rise, with an 11% rise in consultations with GP teams in Scotland in the last 10 years. NHS funding received by general practice had fallen nationally from 9.8% of the total NHS resource in 2005/06 to 7.8% in 2012/13. The whole time equivalent population of GP's in Scotland fell by 2.3% between 2013 and 2015. Nationally more than one third of GP's were over the age of 50, with a larger percentage of newer GP's choosing to work in a salaried position rather than as GP partners, and many opting for portfolio or part time careers.

NHS Scotland had been unable to recruit its target numbers of GP's in recent years, and this year's fill rates in Tayside to the GP training programme was below 60%. Practice nursing numbers nationally remained stable but that in 2015, 53% of the practice nurse workforce were over the age of 50.

There were 16 general practices in Angus with a total patient list size of 110,585 which included some patients who lived in surrounding HSCP/Board areas. Similarly, some Angus residents would be registered with practices in neighbouring HSCP/Board areas. Reflecting the general population growth in Angus, Angus practices had seen a gradual increase in practice population over the recent years at cluster level. Some larger towns in Angus – Montrose, Forfar and Arbroath had more than one practice serving the local community. Carnoustie, Monifieth, Brechin and Ezell had one town based practice. The current distribution of general practice provided some opportunities and challenges for service planning both currently and in the context of the new contract.

Attached as Appendix 1 to the Report was the Tayside Strategic Framework which summarised a number of areas of ongoing development across NHS Tayside. Although progress had been variable, the priorities included were in keeping with the new GMS contract and it was anticipated that most areas would continue to be considered within the context of the local primary care improvement plan with some also supporting the delivery of the Angus Care Model.

The Primary Care Transformation Programme and Fund had resulted in the additional investment of £4.38 million in Tayside between 2016/18, with two funding streams intended to address primary care, mental health and out of hours. The programme manager was currently overseeing the programme under the leadership of the Primary Care Transformation Board. The early planning for local care centres/cluster hubs within Angus had been supported by the programme.

Progress and/or challenges to date in relation to GP Cluster Quality Improvement; GP Recruitment and Retention; Multi-disciplinary working including Enhanced Community Support (ECS) and Childhood Vaccinations were outlined in Section 3 of the Report.

Alison Clement, Clinical Director, Rhona Guild, Primary Care Manager/Long Term Conditions Lead and Dr Andrew Thompson provided an informative overview and update outlining the key areas of the Report.

Following discussion and having heard from a number of members, and also from the Chief Officer who highlighted that a meeting to further discuss a number of key areas would be taking place over the next few weeks between the Angus, Dundee and Perth leads.

The Chair highlighted that there would be challenges ahead however he was of the view that the opportunities outweighed these challenges.

The Integration Joint Board agreed:-

- (i) to note the contents of the Report including the summary of recommendations as attached in Appendix 1 to the Report; and also acknowledge the work already progressed as part of the wider Primary Care Strategy agreed in 2015;
- (ii) to recognise the key milestones required for the new General Medical Services (GMS) contract implementation;
- (iii) to note the requirement for the Angus Health and Social Care Partnership (HSCP) to produce a primary care improvement plan by 1 July 2018; and
- (iv) to request that an updated status report regarding the primary care improvement plan be submitted to the meeting of the Integration Joint Board on 27 June 2018.

*The Chief Officer left the meeting at this point.*

## **8. THE CARERS (SCOTLAND) ACT 2016 IMPLEMENTATION**

With reference to Article 12 of the minute of meeting of this Board of 10 January 2018, there was submitted Report No IJB 20/18 advising that the Carers (Scotland) Act 2016 would introduce substantial changes to the way in which unpaid carers across Scotland were supported when it was implemented in April 2018.

The Report indicated that the operational and cultural implications were becoming clearer and further detailed guidance from the Scottish Government had been received.

A Workstream Implementation Plan had been launched at a multi-agency workshop in August 2017 and work was ongoing across a range of existing groups at engagement, operational and strategic levels in order to ensure that staff across the Partnership were aware of their new responsibilities. The current position of the work and any requirement for agreement from the Integration Joint Board were outlined in Section 3 of the Report.

The Integration Joint Board was asked to consider the Local Eligibility Criteria as attached as Appendix 1 to the Report and agree its publication, as required by the Scottish Government Regulation, by 31 March 2018.

In preparation for the introduction of the Act, the Carers Planning and Development Group would continue to co-ordinate local partnership workstreams to support implementation which reflected the legislation, regulation and guidance, and the outcomes of pilot programmes. In doing so, the vital contribution made by unpaid carers in Angus could be supported and sustained as well as ensuring that Angus met its statutory requirement to involve carers in services and service planning.

The Scottish Government had clarified that the £66 million local government settlement in its budget for 2018/19 included money to directly support additional expenditure associated with the Act. The funding was not ring-fenced and would go to local authorities, so negotiation had been necessary to determine how much would be transferred to IJB's to meet the delegated responsibilities included in the legislation. Initial funding of £200k had been allowed for in 2018/19. The £66 million also included £4.75 million that was previously given to Health Boards for the development of the Carers Information Strategy and similarly this funding was not ring-fenced.

The Head of Community Health and Care Services – South provided an overview and highlighted a number of key areas of the Report. He also highlighted that as costs implications were unknown and the limited timescale involved, there was a requirement to further discuss the financial impact of new eligibility procedures and thereafter referred to recommendation (iii) of the Report.

Councillor Julie Bell welcomed the Report and also intimated that she would be keen to become a member of the authorising/working group. She also requested that a full briefing on the Carers (Scotland) Act 2016 including Carers Information Strategy be provided to all elected members.

Following discussion, the Integration Joint Board agreed:-

- (i) to note the update on implications for the Angus Health and Social Care Partnership (AHSCP) of the Carers (Scotland) Act 2016;
- (ii) to approve the setting of local eligibility criteria for carers in Angus as outlined in Appendix 1 to the Report; subject to further work identified at recommendation (iii);
- (iii) that a Working Group of members to include appropriate officers and members of the IJB be established, where the further work and analysis as detailed in the Report would be discussed and agreed, in particular around the financial impact of the new eligibility procedures; and
- (iv) in terms of recommendation (iii) above, Councillors Julie Bell, Lois Speed, Peter Burke, George Bowie, Head of Community Health and Care Services – South, Sandy Berry, Chief Finance Officer and Alison Clement, Clinical Director were appointed to the short term Working Group.

## **9. PERFORMANCE REPORT**

With reference to Article 15 of the minute of meeting of this Board of 10 January 2018, there was submitted Report IJB 21/18 updating members on the progress made in Quarter 3 2017/18.

The Report demonstrated the level of improvement activity being delivered across the Partnership and showed that this was driving progress towards the delivery of the Partnership's visions, strategic aims and planned outcomes for the people in Angus.

The Quarter 3 2017/18 summary performance report aimed to address strategic level performance described in the partnership's performance framework.

The Head of Community Health and Care Services – South provided an informative overview and update of the Report and also raised a query in terms of the frequency of performance reporting.

Following discussion and having heard from a number of members, the Integration Joint Board agreed:-

- (i) to approve the Quarter 3 2017/18 Performance Report for Angus, attached as Appendix 1 to the Report;
- (ii) that the frequency of performance reporting be considered when the Annual Performance Report is submitted to the IJB meeting on 27 June 2018; and
- (iii) to request an update Report outlining the performance, reasons and action if necessary, to address the significant increases in Delayed Discharges be provided to the next meeting of the Integration Joint Board on 18 April 2018.

## **10. DATE OF NEXT MEETING**

The Integration Joint Board noted that the next meeting would take place on Wednesday 18 April 2018 at 2.00pm in the Town and County Hall, Forfar.