

MINUTE of MEETING of the **HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD** held in the Town and County Hall, Forfar on Wednesday 27 February 2019 at 2.00pm.

Present: Voting Members of Integration Joint Board

Councillor LOIS SPEED, Angus Council
HUGH ROBERTSON, Non-Executive Board Member, NHS Tayside
Councillor JULIE BELL, Angus Council
Councillor BOB MYLES, Angus Council
TRUDY MCLEAY, Non-Executive Board Member, NHS Tayside
EMMA-JANE WELLS, Non-Executive Board Member, NHS Tayside

Non Voting Members of Integration Joint Board

SANDY BERRY, Chief Finance Officer
CHRIS BOYLE, Staff Representative
PETER BURKE, Carers Representative
IVAN CORNFORD, Independent Sector Representative
ALISON CLEMENT, Clinical Director, Angus IJB
RICHARD HUMBLE, GP Representative
VICKY IRONS, Chief Officer
ANDREW JACK, Service User
KATHRYN LINDSAY, Chief Social Work Officer
HAYLEY MEARNS, Third Sector Representative (proxy on behalf of Bill Muir)
BARBARA TUCKER, Staff Representative

Advisory Officers

GEORGE BOWIE, Head of Community Health and Care Services - South, AHSCP
GAIL SMITH, Head of Community Health and Care Services – North, AHSCP
DAVID THOMPSON, Manager, Legal Team 1, Place Directorate, Angus Council
BILL TROUP, Head of Integrated Mental Health Services, AHSCP
DREW WALKER, Director of Public Health, NHS Tayside

Councillor LOIS SPEED, in the Chair.

1. APOLOGIES

An apology for absence was intimated on behalf of Bill Muir, Third Sector Representative.

2. DECLARATIONS OF INTEREST

Ivan Cornford declared a non-financial interest in Item 14 in that he was a care home provider. He indicated that he would participate in any discussion on this item.

3. MINUTES INCLUDING ACTION LOG

(a) PREVIOUS MEETING

The minute of meeting of the Angus Health and Social Care Integration Joint Board of 12 December 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 12 December 2018 was submitted and noted.

(c) AUDIT COMMITTEE

The minute of meeting of the Angus Health and Social Care Integration Joint Board Audit Committee of 12 December 2018 was submitted and noted.

4. IJB REPRESENTATION ON ANGUS COMMUNITY PLANNING PARTNERSHIP BOARD

Following the intimation of Hugh Robertson, Non Executive Director's resignation from the Angus Community Planning Partnership Board, the Board agreed to nominate Councillor Lois Speed as the IJB representative on the Angus Community Planning Partnership Board.

5. APPOINTMENTS

There was submitted Report No IJB 1/19 by the Chief Officer noting the appointment of a non voting member to the Board, to review, re-select and approve the membership and to appoint a member of the Board to the Audit Committee.

The Report indicated that NHS Tayside had advised that Dr Dougie Lowdon was to be replaced by Dr Elaine Henry as the registered medical practitioner employed by the health board and not providing primary medical services.

The constitutional arrangements of the Board's Audit Committee provided that the membership of the Audit Committee should be reviewed, re-selected and re-approved by the Integration Joint Board in October 2018 and three yearly thereafter.

A vacancy had also arisen in the Audit Committee following the resignation of David Barrowman as a non voting member of the Board.

Trudy McLeay, Non Executive Board Member highlighted that NHS Tayside were currently reviewing the responsibilities of all non executive members and that she was to be vacating her post on both the Integration Joint Board and Audit Committee.

Hugh Robertson, Non Executive Board Member advised that NHS Tayside still required to confirm these appointments and recommended that the additional replacement member for the Audit Committee should not be filled until such times as the replacement Non Executive Members is nominated to the Integration Joint Board.

The Chief Officer and Chair on behalf of the Board thanked Dr Dougie Lowdon for his support and contribution and welcomed Dr Elaine Henry and Andrew Jack to the Board.

The Integration Joint Board agreed:-

- (i) to note the appointment by NHS Tayside of Dr Elaine Henry as a non voting member of the Board to replace Dr Dougie Lowdon;
- (ii) to approve the current membership of the Audit Committee; and
- (iii) to appoint Andrew Jack, non voting member of the Board to the Audit Committee to replace David Barrowman.

6. STRATEGIC PLAN UPDATE POSITION

The Board noted the draft Strategic Commissioning Plan for public consultation was approved by the Strategic Planning Group, subject to minor amendments, on 23 February 2019. The consultation went live online on 7 February 2019. Printed copies had been made available in libraries and GP practices. Conversation events had been taking place in supermarkets during February to ensure that a broad consultation base was achieved.

7. ARBROATH TOWN MISSION UPDATE

The Board noted the decision to close some services provided by the Arbroath Town Mission (ATM) was made by its Board and then communicated to the Angus Health and Social Care Partnership. ATM provided day care, a lunch service and a meals home-delivery service. Demand for day care had reduced over a number of years in Arbroath. Over the last two years, ATM received additional payments from the Partnership, over and above its normal funding allocation, in order to maintain its viability.

ATM gave four months' notice of closure of its day care provision and three weeks' notice of closure of the meals service. A county-wide review of day care provision was taking place, due to report in June, and demand for day care in the Arbroath area was being considered in that forum, as well as the future service delivery model. Meantime, the partnership allocated other day care places to ATM's service users who required it (12), for example at the Kinloch Centre in Carnoustie. All meal users had now been assessed for the in-house community meals service and additional funding had been provided to ATM to allow for a longer transition period. Recipients of the community meals service commenced on 4 January 2019.

8. FINANCE REPORT

With reference to Article 8 of the minute of meeting of this Board of 12 December 2018, there was submitted Report No IJB 2/19 by the Chief Finance Officer providing an update to the Board regarding the financial position of Angus Integration Joint Board including financial projections and financial risks.

The Report indicated that it was important to note from 2018/19, should the IJB ultimately overspend (i.e. after the implementation of a recovery plan and use of available resources) then that overspend would be apportioned to Partner organisations in proportion to the spending directions to each party. The percentage share was currently estimated at: - Angus Council – 36%; NHS Tayside – 64%.

Information contained within the Report reflected estimates for the whole of 2018/19 and consequently further reviews of projections would be undertaken which may lead to future adjustments in information.

Attached as Appendix 1 to the Report was the Integration Joint Board's detailed projected financial position for 2018/19. This showed that the overall projected financial position for Angus Integration Joint Board for the year to March 2019 was an underspend of c£2.0m. This was after material Prescribing and Hosted Service overspends had been offset by other health underspends and underspends within Adult Services.

The position was materially better than could have been predicted at the start of the year, with the contributing factors being outlined in the Report and also highlighted in Section 5 of the Report. Given the current position and noting the risks outlined in the Report, the IJB were forecasting a year end underspend, therefore the impact of the IJB's financial position for both Angus Council and NHS Tayside would be neutral. In terms of the Integration Scheme, the IJB would initially retain any projected year end underspend within IJB reserves, which were outlined in Appendix 4 to the Report.

The main financial reporting issues were set out in Sections 3, 4 and 5 of the Report. The overall financial position of the Integration Joint Board had a material impact on the way Angus Integration Joint Board would provide 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 they required to deliver to the local population on a sustainable basis.

The Chief Finance Officer provided a summary of the Report and following a brief discussion, questions were answered by the Chief Finance Officer.

Having also heard from Councillor Myles who commended the work of the Chief Officer, Chief Finance Officer and officers in terms of the challenging financial and operational circumstances and for also providing a clear explanation of the financial position; the Integration Joint Board agreed:-

- (i) to note the overall projected financial position of Angus Integration Joint Board for 2018/19;
- (ii) to note the update regarding IJB reserves; and
- (iii) to note the risks documented in the Financial Risk Assessment.

9. BUDGET SETTLEMENTS WITH ANGUS COUNCIL AND NHS TAYSIDE

With reference to Article 7 of the minute of meeting of 24 October 2019 of this Board, there was submitted Report No IJB 3/19 by the Chief Finance Officer providing an update regarding the proposed Budget Settlements between Angus IJB and both Angus Council and NHS Tayside for 2019/20.

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

Information regarding the 2019/20 budget initially became available in December 2018 but was refined as the Scottish Government reached agreement regarding the final 2019/20 budget. Budget discussions with both Partners had been developing and the Report sought to provide updates regarding the 2019/20 budget settlements with both Partners.

For 2019/20, the situation was there was now a budget settlement proposal from Angus Council for Angus Integration Joint Board to consider. This reflected both the core financial support from Angus Council and information regarding new additional funds from the Scottish Government to support devolved functions. The Scottish Government's final 2019/20 budget agreed that funds would be made directly available to IJBs (via Local Authorities) to support a number of areas, which were outlined in Section 3.2 of the Report.

Regarding the last year's core allocation to Angus IJB from Angus Council (£44.550m), the Scottish Government had confirmed that, in the context of the overall national settlement between the Scottish Government and Local Authorities and the financial pressures faced by all Local Authorities, that Local Authorities had the flexibility to reduce their core allocations to IJBs by up to 2.2%.

Locally it had been proposed that Angus Council would reduce their core allocations to Angus IJB by 1.0% (or £0.445m) to £44.105m. This would take the overall budget for next year to £47.502m (being £44.105m plus £3.397m). A number of factors were outlined in Section 3.3 of the Report and taking all these factors into account, it was the view of the Chief Officer and the Chief Finance Officer, that Angus IJB should accept the proposed budget offer from Angus Council.

The budget settlement with NHS Tayside for 2018/19 was set out in Report IJB 76/18. Section 4 of the Report now set out the proposals for 2019/20.

An across the Board uplift of 2.6% on all relevant budgets reflected the general uplift NHS Tayside had received from the Scottish Government. This was a transparent and fair proposed settlement and resulted in a proposed net increase to IJB budgets of c£1.4m for local Angus Community Health services and services hosted by Angus. The funding would assist meeting all pay and other inflationary pressures.

NHS Tayside had also received an additional "NRAC allocation" of £2.1m. This was additional funding allocated by the Scottish Government to support NHS Tayside move towards receiving a fairer share of national funding as determined by the NHS Scotland Resource Allocation Committee (NRAC). It was reasonably expected that a share of the funding would flow through to support IJB services. The IJB continued to be in dialogue with NHS Tayside regarding how the funding would be allocated across NHS Tayside and it was expected that a satisfactory resolution to the issue would be part of an overall budget settlement proposal.

In previous years, the IJB had not formally accepted the proposed prescribing budget devolved to the IJB – this in turn was reflective of that budget being deemed inadequate to support the costs of Prescribing since the inception of the IJB. The Prescribing budgets would be subject to the same 2.6% uplift. This was a transparent and fair proposed settlement and resulted in a proposed net increase to IJB prescribing budgets of c£500k. The Chief Officer and Chief Finance Officer recommended this part of an overall budget proposal for approval.

In addition, it was expected that £200k of funding provided in 2018/19 to support Prescribing would be available in 2019/20 though this was still subject to further discussions about the apportionment of NHS Tayside Prescribing resources across IJBs generally.

On an annual basis, Angus IJB issued “Directions” to both Angus Council and NHS Tayside regarding services delivered through both Partners. Previously it had been agreed that these would be issued by the Chief Officer, and this process would be undertaken in the early part of the new financial year.

The Chief Finance Officer provided an overview of the Report.

Councillor Bell welcomed the additional funding being made available directly to the IJBs, via Local Authorities, to support the implementation of the Carers Act, Free Personal Care – Under 65s, Living Wage and related service pressures. She also referred to the increase in charges in relation to the community meals and alarm services and raised her concern, in terms of the increased costs to the alarm services, that the latter increase should not place people at greater risk of falls.

In response, having heard from the Head of Community Health and Care Services – South who confirmed that the group responsible for reviewing charges continually monitored and took into due consideration the impact of the associated risks that could evolve. He also highlighted that any increases in charges were kept to a minimum level.

With respect to the proposed Angus Council budget settlement, the Integration Joint Board agreed to:-

- (i) to formally approve the proposed budget settlement with Angus Council for 2019/20.

With respect to the proposed NHS Tayside budget settlement, the Integration Joint Board agreed:-

- (ii) to approve the 2.6% uplift in budget settlements with NHS Tayside for core local community health, locally hosted services and Prescribing budgets for 2019/20 as part of an overall budget settlement that had still to be confirmed;
- (iii) to note that discussion remained ongoing regarding the plans in relation to NRAC (NHS Scotland Resource Allocation Committee) allocations, the additional c£200k uplift in budget settlements to support Prescribing for 2018/19 and the overall apportionment of prescribing resources within NHS Tayside; and
- (iv) to support the IJB Chief Officer and Chief Finance Officer to reach agreement with NHS Tayside to resolve issues that remained outstanding (e.g. Complex Care, Large Hospital Set Aside).

10. PRESCRIBING MANAGEMENT UPDATE

With reference to Article 11 of the minute of meeting of 24 October 2018 of this Board, there was submitted Report No IJB 4/19 by the Chief Officer providing an update to the Integration Joint Board (IJB) on prescribing management in Angus.

The Report indicated that in October 2019, an encouraging decrease in volume and costs associated with prescribing within Angus – this had continued throughout 2018/19, with ongoing movement towards the national average cost per weighted patient. Whilst the improving position was welcomed and continued to provide evidence to support cautious optimism – it was recognised that a number of internal and external factors had the potential to impact significantly on the position and as such ongoing vigilance was required.

It was recognised that the positive change was a result of a significant and sustained level of activity within every Angus general practice with comprehensive clinical leadership and ownership within clusters. Every general practice committed to a series of prescribing initiatives in 2018/19 for completion by end of January 2019. Early indications were that the approach had continued to deliver significant benefits, in terms of financial savings. For example, 81 of the 143 patients on liothyronine reviewed to date had had their treatment

stopped following clinical review, resulting in an annual saving of £59,780. It was intended to issue the third wave of practice specific prescribing reports by May 2019 and support practices to progress another tranche of review programmes in 2019/20. The clinical leadership role had been extended up to March 2020 pending review at that time.

Historically, Angus had been an outlier in terms of Prescribing spend per weighted populations. Whilst the variance to national averages was at c14% at times during 2017/18, it had now reduced to under 10% based on more recent 2018/19 information.

The initial 3 year Prescribing plan had not been provided to the IJB, due to the 2019/20 information not being available but the Report indicated that work would continue through the Prescribing Management Group (PMG) to conclude this. Issues to be reflected in the plan would include assessing the latest information about drug pricing, estimates of likely drug volume trends and assessing the impact of further local and regional initiatives. The Prescribing financial plan would be incorporated into the overall IJB Strategic Financial Plan.

The latest financial position of a projected year end overspend of c£1.5m was noted in the Finance Report (Report IJB 2/19) refers, which also referred to potential issues regarding short supply. Information had now become available since February that suggested an increase in more recent drug prices. It was not possible to be clear if this was a short term effect or the cause of the increase. Any effects that were longer term would impact on future IJB financial planning.

The Clinical Director provided an informative overview of the Report.

Councillor Myles commended the Report in that in a short timespan there had been significant progress in reducing the prescribing overspends.

Councillor Bell raised a question in terms of Horizon Scanning and having heard from the Clinical Director who confirmed that whilst guidance had been issued in terms of stockpiling, locally, early identification of potential shortages were being monitored however the position was difficult to identify in advance.

The Head of Integrated Mental Health Services provided a brief update in relation to preparedness of Brexit plans.

The Chair thereafter highlighted that many constituents were aware of the issues of prescribing overspends and were being proactive to support the campaign to reduce prescribing costs locally.

The Integration Joint Board agreed:-

- (i) to note the content of the Report and the ongoing progress being made locally and regionally to address the prescribing overspends;
- (ii) to approve the attached workplan for 2019/20, attached as Appendix 1 to the Report;
- (iii) to approve the ongoing financial support of £50k to enable clinical reviews related to prescribing priorities; and
- (iv) to request a further update to be provided to the Integration Joint Board in June 2019.

11. TRANSFORMING SPECIALIST DEMENTIA HOSPITAL CARE

There was submitted Report IJB 5/19 by the Chief Officer advising that the Transforming Specialist Dementia Hospital Care: Alzheimer Scotland (Scottish Government) Report was published in 2018, which was an independent review of specialist NHS care in response to the Mental Welfare Commission's Report in 2014.

The Report commissioned by the Scottish Government outlined key findings. The review and consultation with Carers Groups, NHS Boards and practitioners was conducted in

2015/16. A round table discussion on NHS continuing care hosted by Alzheimer's Scotland and University of West of Scotland was held in September 2014.

It was important to note that overall there was agreement with the ethos and direction of the Report. The recommendations were outlined in Section 2 of the Report.

The Mental Health Older People Sub Group of the Older People Clinical Board had analysed, discussed and debated the Report and collectively expressed concerns with the Report and its recommendations. The faculty of Old Age Psychiatry had also expressed concerns regarding the Report directly to the Director for Health and Social Care Integration. The concerns were outlined in Section 3 of the Report.

The Report requested the IJB to support the Angus Psychiatry of Old Age inpatient services as outlined in the proposals in Section 4 of the Report.

Dr Cezar Rodriguez, Consultant and Associate Medical Director, Older People's Services and Mandy Warden, Interim Lead, Psychiatry of Old Age provided an overview and update to the Report. They also requested the IJB to support the proposals as outlined in the Report and indicated that they would be willing to provide an update report in due course.

Councillor Bell commended the remarkable work of the dementia friendly services being delivered in terms of advice and support to people living with dementia, their families and carers which was provided at the KirrieConnections Community Hub. She also highlighted that early diagnosis of dementia helped slow down the process.

The Vice Chair thereafter recommended that an update report be provided to a future meeting of the Board.

The Integration Joint Board agreed:-

- (i) to note the contents of the Report; and
- (ii) to request an update report be provided to a future meeting of the Board.

12. RECORDS MANAGEMENT PLAN 2019 AND RECORDS MANAGEMENT POLICY

With reference to Article 6 of the minute of meeting of 21 February 2018 of this Board, there was submitted Report No IJB 6/19 by the Chief Officer presenting the draft Angus Integration Joint Board Records Management Plan 2019 and Records Management Policy prepared in accordance with the Public Records (Scotland) Act 2011; and seeking approval to submit the Plan to the Keeper of the Records of Scotland as required under Section 1 of the Act.

The Report indicated that in February 2018, the Board approved an action plan to enable a records management plan to be prepared and arrangements to be put in place to ensure effective management of the Board's records.

The draft records management plan was submitted to the Clinical, Care and Professional Governance Forum in December 2018, for consultation, and again in February 2019. The Forum were also consulted on the draft Records Management Policy which was required to support implementation of the plan.

The format of the records management plan was set down in statutory guidance and required to be supported by a wide range of evidence of current records management practice. The plan was made more complex because most of the records of the Board were produced by either NHS Tayside or Angus Council in carrying out the functions of the Board under the Board's direction. It had been agreed that these records would be managed under the terms of the NHS Tayside and Angus Council records management plans respectively in order to ensure consistency of records management within those organisations.

The Integration Joint Board agreed:-

- (i) to approve the Records Management Plan and authorise its submission to the Keeper of the Records of Scotland; and
- (ii) to approve the Records Management Policy.

13. EXCLUSION OF PUBLIC AND PRESS

The Angus Health and Social Care Integration Joint Board agreed that the public and press be excluded from the meeting during consideration of the following items so as to avoid the possible disclosure of information which was exempt in terms of the Local Government (Scotland) Act 1973 Part 1, Schedule 7A, Paragraphs 4, 6, 9 and 11.

14. ANGUS CARE MODEL – REVIEW OF RESIDENTIAL CARE HOME PROVISION IN ANGUS

With reference to Article 9 of the minute of meeting of 10 January 2018 of this Board, there was submitted Report No IJB 7/19 by the Chief Officer presenting the findings of the residential care home review.

The Head of Community Health and Care Services – South and the Programme Manager, Help to Live at Home provided an overview of the Report.

Following discussion and having heard from a number of members, the Integration Joint Board agreed the recommendations as outlined in the Report.

15. DEVELOPMENT OF MINOR INJURY AND ILLNESS AS PART OF THE CARE AND TREATMENT SERVICES

With reference to Article 12 of the minute of meeting of 29 August 2018 of this Board, there was submitted Report No 8/19 by the Chief Officer providing an update in relation to the development of the Angus Care Model.

Having heard from the Head of Community Health and Care Services – North and also from some members, the Integration Joint Board agreed the recommendations as outlined in the Report.

16. CARE ABOUT ANGUS

With reference to Article 14 of the minute of meeting of 24 October 2018 of this Board, there was submitted Report No IJB 9/19 providing an update in relation to Care About Angus.

Having heard from the Head of Community Health and Care Services – South, the Integration Joint Board agreed the recommendations as amended and outlined in the Report.

17. DATE OF NEXT MEETING

The Integration Joint Board noted that the next meeting would take place on Wednesday 24 April 2019 at 2.00pm in the Town and County Hall, Forfar.