

MINUTE of MEETING of the **HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD** held in the Town and County Hall, Forfar on Wednesday 22 February 2017 at 2.00pm.

Present: Voting Members of Integration Joint Board

HUGH ROBERTSON, Non-Executive Board Member, NHS Tayside
Councillor GLENNIS MIDDLETON, Angus Council
Councillor JIM HOUSTON, Angus Council
Councillor DAVID MAY, Angus Council
ALISON ROGERS, Non-Executive Board Member, NHS Tayside

Non Voting Members of Integration Joint Board

DAVID BARROWMAN, Service User
SANDY BERRY, Chief Finance Officer
PETER BURKE, Carers Representative
ALISON CLEMENT, Clinical Director, Angus IJB
VICKY IRONS, Chief Officer
KATHRYN LINDSAY, Chief Social Work Officer (from Item 9 only)
BILL MUIR, Third Sector Representative (from Item 6 only)

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, Principal Solicitor – Resources, Angus Council
BILL TROUP, Head of Integrated Mental Health Services (AHSCP)
MICHELLE WATTS, Associate Medical Director, NHS Tayside

HUGH ROBERTSON, in the Chair.

1. APOLOGIES

An apology for absence was intimated on behalf of Judith Golden, Non-Executive Board Member, Jim Foulis, Associate Nurse Director and Drew Walker, Director of Public Health, all NHS Tayside and Mavis Leask, Staff Representative, Angus Council.

2. WELCOME

The Chair on behalf of the Board welcomed Margo Williamson, Chief Executive – Designate to observe the meeting.

3. DECLARATIONS OF INTEREST

The Integration Joint Board noted that there were no declarations of interest made.

4. MINUTES INCLUDING ACTION LOG

(a) PREVIOUS MEETING

The minute of meeting of the Angus Health and Social Care Integration Joint Board of 14 December 2016 was submitted and approved as a correct record.

(b) ACTION LOG

The action log of the Health and Social Care Integration Joint Board of 14 December 2016 was submitted.

Bill Troup provided members with a verbal update and overview in relation to the Mental Health Contingency Plan which had been enacted on 1 February 2017. He intimated that the Mulberry Ward had moved into its new environment in the Carseview Centre, Dundee without any significant events during the course of the transition. This interim arrangement had permitted the test of a number of community initiatives with additional resources being put into Angus Community Mental Health Services.

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

(c) AUDIT COMMITTEE

The minute of meeting of the Audit Committee of 14 December 2016 was submitted and noted.

At this stage in the meeting, the Chair agreed to change the Order of Business which would now be considered in the following order.

5. THE APPOINTMENT OF NON VOTING MEMBERS

With reference to Article 4 of the minute of meeting of this Board of 31 August 2016, there was submitted Report No IJB 3/17 by the Chief Officer seeking approval to appoint non-voting members to the Board in terms of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014.

The Report indicated that each Integration Joint Board was legally obliged to appoint members in respect of each of a number of distinct groups and was permitted to appoint additional non voting members as it sees fit. The recommendations contained in the Report would enable the Integration Joint Board to partially discharge the legal obligations incumbent upon it.

The Integration Joint Board agreed:-

- (i) to note the resignation of Mr Chris Curnin as a non-voting member of the Integration Joint Board representative of commercial providers of social care;
- (ii) to appoint Mr Ivan Cornford as a non-voting member of the Integration Joint Board representative of commercial providers of social care;
- (iii) to note the resignation of Mr Neil Prentice as a non voting member of the Integration Joint Board representative of third sector bodies carrying out activities related to health or social care in the area of the local authority; and
- (iv) to appoint Mr Bill Muir as a non voting member of the Integration Joint Board representative of third sector bodies carrying out activities related to health or social care in the area of the local authority.

6. EQUALITIES CHAMPION

With reference to Article 13 of the minute of meeting of 14 December 2016, the Board agreed to appoint George Bowie, Head of Community Health and Care Services – South as an Equalities Champion.

7. MEMBERSHIP OF AUDIT COMMITTEE

With reference to Article 4 of the minute of meeting of 14 December 2016, the Board were requested to note that following changes to the Voluntary Action Angus Board, a vacancy existed on the Audit Committee. Peter Burke, Carers Representative expressed an interest in becoming a member of the Audit Committee.

The Board agreed to appoint Peter Burke as a member of the Audit Committee.

8. FINANCE MONITORING REPORT

With reference to Article 7 of the minute of meeting of this Board of 14 December 2016, there was submitted Report No IJB 4/16 by the Chief Finance Officer presenting an update to the Board regarding the financial performance of Angus Integration Joint Board (IJB).

The Report indicated that this was the fourth Financial Monitoring report since the Integration Joint Board inherited formal responsibility for the management of devolved services. The Integration Joint Board's detailed forecast financial position for 2016/17 was set out in Appendix 1 to the Report.

The Integration Joint Board continued to receive reports providing updates regarding the budget settlements with NHS Tayside and Angus Council. These now focussed on the 2017/2018 budgets. There remained a small number of issues still to be resolved between NHS Tayside and Angus Health and Social Care Partnership regarding the detail of devolved budgets but progress continued to be made in addressing these issues.

A number of devolved services were managed by other Integration Joint Board's on behalf of Angus Integration Joint Board. It was noted that there has been some progress towards identifying savings associated with these services but that there were significant underlying risks of overspends. The forecast was currently for an overspend of £552K, a small improvement from previous reports and as outlined in Appendix 2 to the Report.

Appendix 3 to the Report, set out ongoing and emerging financial risks for the Integration Joint Board.

Following discussion and having heard from some members, the Integration Joint Board agreed:-

- (i) to note the content of the Report including the risks documented in the Financial Risk Assessment;
- (ii) to note and confirm the summarised position regarding savings delivery for NHS devolved budgets (local services) as detailed in Section 3.2 of the Report;
- (iii) to note the budget virements above £500k processed since the last Board meeting; and
- (iv) to note the work that was still ongoing to refresh the Adult Services budgetary and reporting framework.

9. STRATEGIC PLANNING PROGRESS UPDATE

With reference to Article 5 of the minute of meeting of this Board of 31 August 2016, there was submitted Report No IJB 5/17 by the Chief Officer highlighting developments in key areas of the Partnership's strategic planning and making specific recommendations with regards to particular programmes of work.

The Report indicated that a review of the Strategic Plan was due for completion by June. The review must include a first year performance report and a Delivery Plan. It was intended to provide members with a draft Market Facilitation Strategy, which would incorporate the findings of the Care Home Review, Help to Live at Home (HTLM) Phase 2, and the work being undertaken in the Procurement Review under Transforming Angus.

The Scottish Government had published the Scottish Government Health and Social Care Delivery Plan essentially as a summary of intentions and priorities for health and social care in 2017.

The Integration Joint Board agreed:-

- (i) to note the progress being made in strategic planning in the areas of activity outlined in Section 3 of the Report;
- (ii) to approve the planned work to be undertaken within the different areas of activity outlined in Section 3 of the Report, and specifically:-
 - (a) to request the submission to the 28 June 2017 meeting of the Integration Joint Board of a review of the Strategic Plan, the Delivery Plan and the Market Facilitation Strategy;
 - (b) to ensure that the Board's approach to strategic planning was consistent with that expressed in the Scottish Government paper, the "Health and Social Care Delivery Plan";
 - (c) to note the progress being made with the implementation of Help to Live at Home (HTLH) and to request that an updated report be submitted to the Integration Joint Board meeting on 19 April 2017; and any interim briefings are circulated;
 - (d) to request the submission of regular progress reports on the review of in-patient facilities.

10. PRIMARY CARE UPDATE

With reference to Article 6 of the minute of meeting of this Board of 31 August 2016, there was submitted Report No IJB 6/17 by the Chief Officer updating the Integration Joint Board on the current position with regard to Primary Care Services across Tayside.

The Report indicated that Primary Care including Out of Hours continued to experience challenges particularly in relation to availability of General Practitioners (GPs) to cover services. These were reflected across the GP practices in Tayside.

The challenges had been prevalent within Primary Care 2C practices (practices run by NHS Tayside) where work had been undertaken to ensure adequate and safe cover. This was recognised locally within NHS Tayside and also nationally at Scottish Government level.

Following establishment of the Integration Authority, the Chief Officer worked with key stakeholders across NHS Tayside to implement the leadership framework for the management and development of primary care services. Attached as Appendix 1 to the Report was the briefing note of the inaugural meeting of the Tayside Primary Care Strategic Management and Transformation Board (TPC SMTB).

Gail Smith, Head of Community Health and Care Services – North provided a progress update in relation to the Brechin practice.

Following discussion and having heard from some members, the Integration Joint Board agreed:-

- (i) to note the current position and arrangements within Primary Care;
- (ii) to support the work undertaken to date to support the safe delivery of the service going forward;
- (iii) to support the ongoing work to develop a more integrated service; and
- (iv) that a further update report be brought to the meeting of the Integration Joint Board on 28 June 2017.

11. OUT OF HOURS SERVICE

There was submitted Report No IJB 7/17 by the Chief Officer updating the Integration Joint Board on the current position with regard to Out of Hours Services across Tayside.

The Report indicated that the NHS Tayside Out of Hours (OOH) service was responsible for providing urgent primary care to around 400,000 patients across Tayside. The service was managed operationally through the Hub in Kings Cross Health and Community Care Centre in Dundee, with care being delivered in patients' homes and in each of the Primary Care Emergency Centres (PCEC) in Kings Cross, Perth Royal Infirmary (PRI) and Arbroath Infirmary.

Due to the shortages of GPs working within the Out of Hours service, a decision was made with the support of NHS Tayside Board, to consolidate the service to the Out of Hours Hub and Primary Care Emergency Centre in Kings Cross Health and Community Centre, Dundee in September 2015. This provided a larger resource, with GPs and nurses in the one centre to ensure a safe clinical environment. Home visiting GPs remained in Perth and Kinross and Angus.

Following the national review of Out of Hours and the ensuing recommendation, the service had completed a self assessment and identified agreed actions. The service would work with the Health and Social Care Partnerships, NHS Tayside and other partners e.g. Scottish Ambulance Service to implement new models of care in line with the Primary Care Strategy and the national review.

The Integration Joint Board agreed:-

- (i) to note the current position and arrangements within out of hours to ensure adequate safe levels of cover within the Out of Hours Services and maintain patient safety;
- (ii) to support the work undertaken to date to support the safe delivery of the services going forward;
- (iii) to support the ongoing work to improve the service and to develop a more integrated service between in and out of hours and a multidisciplinary approach to delivering the service; and
- (iv) to note that a further report would be submitted to Angus Integration Joint Board Executive Management Team meeting and to NHS Tayside Care and Clinical Governance Committee in April 2017.

12. CITY DEAL PROPOSAL ON THE LOCAL CARE WORKFORCE

There was submitted Report No IJB 8/17 by the Chief Officer outlining the intention of Voluntary Action Angus, in conjunction with the Integration Partnership, to progress an initiative to support the development of the social care workforce in Angus as part of a larger Tayside application.

The Report indicated that the Praxis proposal was developed in Angus and supported by partner organisations across the region. It sought to address major challenges in recruitment of Care staff through a local education approach whilst also developing micro social enterprise in Care. Praxis was a local education approach based on reflective learning and cultural competency. This would further help the partnership pursue the stated strategic ambitions of Health and Social Care Integration authorities around reshaping care through a particular focus on increasing care at home and in the community through a mixed blend of preventative and co-productive services, and move towards localism and timely hospital discharge.

Funding was sought from the City Deal programme and the indicative cost of this 5 year project was around £2.1 million. If supported, the project would secure more than 1000 new

workers and grow a significant movement of localised social enterprise activity in communities. The project outcomes were outlined in Section 2 of the Report.

The project would be managed by Voluntary Action Angus (VAA) and supported by a stakeholder development group.

The Integration Joint Board agreed to note the contents of the Report.

13. ANGUS COMMUNITY PLAN AND SINGLE OUTCOME AGREEMENT 2013/16 – PARTNERSHIP ACHIEVEMENTS OVER THE PAST THREE YEARS

There was submitted Report No IJB 9/17 by the Chief Officer presenting the achievements of the Angus Community Plan and Single Outcome Agreement 2013/16 over the past three years. It highlighted a number of successes in terms of the five thematic priorities and the three cross-cutting areas.

The Report indicated that guidance for the Community Empowerment (Scotland) Act stipulated that a Local Outcome Improvement Plan (LOIP) should be agreed by community planning partners by 1 October 2017. The Angus Community Plan and Single Outcome Agreement 2013/16 was therefore being extended for a transition period during which a LOIP was developed and consulted upon.

The Report highlighted a number of achievements of the Angus Community Plan and Single Outcome Agreement 2013/16 over the past three years. It summarised the successes in terms of the five thematic priorities and the three cross-cutting areas. Overall, it gave a picture of the improvements in delivering on key outcomes for the people of Angus.

The Integration Joint Board agreed:-

- (i) to note the achievements highlighted in the Report;
- (ii) to note that the Report was approved by the Angus Community Planning Partnership Board on 7 December 2016; and
- (iii) to note that the Report would be issued to Community Councils for information.

14. DUNDEE AND ANGUS EQUIPMENT LOAN STORE

There was submitted Report No IJB 10/17 by the Chief Officer highlighting that the Dundee and Angus Equipment Loan Service began on 17 October 2016 after bringing together previously separate services for Dundee and Angus. The Loan Service was situated at the Independent Living Centre, Charles Bowman Avenue, Dundee.

The Report indicated that in 2015, NHS Tayside intimated that they would be expecting Little Cairnie Hospital to become surplus to requirements in 2016 and requested that a timeline was established for an early re-location of the Angus Community Equipment Loan Service from the site.

Report No 77/16 to the Social Work and Health Committee in February 2016 gave authority to develop an agreement between Angus Council and Dundee Council to provide occupational therapy and nursing equipment to Angus Council residents. The joint service was initiated on 17 October 2016.

A multi-agency steering group and project plan were in place to oversee development and implementation of the joint service. The joint service vision was for an accessible, excellent quality service which enabled people to live as independently as possible.

Section 3 of the Report outlined details in relation to workforce development, health and safety and practical arrangements, governance arrangements and communication.

The Integration Joint Board agreed to note the progress made on establishing a joint store.

15. DATE OF NEXT MEETING

The Integration Joint Board noted that the next meeting would take place on Wednesday 19 April 2017 at 2.00pm in the Town and County Hall, Forfar.

16. EXCLUSION OF PUBLIC AND PRESS

The 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 2, 3, 4, 6 and 11.

17. ACCOMMODATION FOR PEOPLE WITH LEARNING DISABILITIES

With reference to Article 14 of the minute of meeting of this Board of 29 June 2016, there was submitted Report No IJB 11/17 by the Chief Officer informing Board members of implementation progress in relation to the 3 priority areas of accommodation for adults with learning disabilities in Angus.

The Integration Joint Board agreed to approve the recommendations contained within the Report.

18. BUDGET SETTLEMENT WITH ANGUS COUNCIL

With reference to Article 18 of the minute of meeting of this Board of 14 December 2016, there was submitted Report No IJB 12/17 by the Chief Officer advising members of the decisions made by the voting members of the Integration Joint Board under delegated authority.

The Integration Joint Board agreed to note the decisions made by the voting members at their meeting on 20 January 2017.

19. BUDGET SETTLEMENT WITH ANGUS COUNCIL 2017/18

There was submitted Report No IJB 13/17 by the Chief Officer updating members regarding the proposed Budget Settlement between Angus Integration Joint Board and Angus Council for 2017/18.

The Integration Joint Board agreed to approve the recommendations contained within the Report.

20. HELP TO LIVE AT HOME

The Head of Community Health and Care Services – South provided members with an informative overview and update in relation to Help to Live at Home.

The Board agreed to note the position.