

Draft

FALKIRK INTEGRATION JOINT BOARD

Minute of Meeting of the Falkirk Integration Joint Board held in the Municipal Buildings, Falkirk on Friday 3 February 2017 at 9.30am.

Voting Members:

Allyson Black (Chairperson)
Dennis Goldie
Linda Gow
James King (Vice-Chairperson)
Alex Linkston
Julia Swan

Non-voting Members:

Margo Biggs, Service User Representative (substitute)
Sandra Burt, Staff Representative, Falkirk Council
Patricia Cassidy, Chief Officer
Leslie Cruickshank, GP Medical Representative
Tom Hart, Staff Representative, NHS Forth Valley
Karen Herbert, Third Sector Interface
Morven Mack, Carer Representative (substitute)
Ewan Murray, Chief Finance Officer
Fiona Ramsay, Director of Finance, NHS Forth Valley
(substitute Chief Executive, NHS Forth Valley)
Mary Pitcaithly, Chief Executive, Falkirk Council
Angela Price, Third Sector Representative
Angela Wallace, Nursing Representative

Officers:

Jack Frawley, Committee Services Officer, Falkirk Council
Joe McElholm, Head of Social Work Adult Services, Falkirk Council
David McGhee, Head of Procurement & Housing Property, Falkirk Council
Liz McGhee, Service Manager, Falkirk Council
Colin Moodie, Depute Chief Governance Officer, Falkirk Council
Kathy O'Neill, Community Services Directorate – General Manager, NHS Forth Valley
Margaret Petherbridge, Project Development Manager, Falkirk Council
Bryan Smail, Chief Finance Officer, Falkirk Council
Laura Taylor-Howat, Service Manager, Falkirk Council
Suzanne Thomson, Programme Manager (Health and Social Care Integration)
Elaine Vanhegan, Head of Performance and Governance, NHS Forth Valley
Pauline Waddell, Senior Mobile Operations Co-ordinator, Falkirk Council
Ian Whitelaw, Customer First Team Leader, Falkirk Council

IJB72. Apologies

Apologies were received on behalf of Claire Crossan, Jane Grant, Martin Murray.

IJB73. Declarations of Interest

There were no declarations of interest.

IJB74. Minutes

Decision

- (1) The minute of meeting of the Integration Joint Board held on 2 December 2016 was approved, and**
- (2) The minute of the meeting of the Integration Joint Staff Forum held on 15 July 2016 was noted.**

Councillor Goldie entered the meeting during consideration of the previous item.

IJB75. Membership of the Integration Joint Board

The Integration Joint Board considered a report by the Chief Officer advising of two changes to the board's membership. The report set out that Morven Mack would be the temporary carer representative substitute appointment and that Dr Andrew Murray would be the board's medical practitioner representative following the resignation of Tracey Gillies from her post with NHS Forth Valley. Suzanne Thomson provided an overview of the report.

Decision

The Integration Joint Board noted the appointment of:-

- (1) Morven Mack as the substitute carer representative for the duration of the carer representative's appointment, and**
- (2) Dr Andrew Murray as the registered medical practitioner member of the board.**

IJB76. Chief Officer Report

The Integration Joint Board considered a report by the Chief Officer which provided an update on developments within the Health and Social Care Partnership. The report provided information on capacity modelling; the frailty model; discharge to assess; primary care and GP update; delayed discharge; transfer of operational responsibility for NHS community services to the Chief

Officer, and Scottish Government correspondence. Patricia Cassidy provided an overview of the report.

The board discussed the potential financial savings of the move to the discharge to assess model and the escalation policy in relation to the policy on choice. Joe McElholm stated that the service was working to manage supply and demand. There were a finite number of care home placements available. Falkirk's per capita rate was slightly lower than the national average. However, across Forth Valley there were more people in care homes than in other authorities per capita. The key message was to develop more community resources.

The board discussed that it would be useful to know why Falkirk use care homes significantly more than Stirling & Clackmannanshire, asking why so many people were assessed as needing a care home placement. Members then asked what difficulties had arisen in relation to daily huddles beyond the test of change week. Patricia Cassidy stated that there was a resource issue which was being looked at. She highlighted the need for a cohesive patient pathway and that resources would be targeted where required.

Members discussed the Cabinet Secretary's request to improve the level of delayed discharge. Patricia Cassidy stated that it was a complex picture and that work was ongoing to tackle the whole cycle. There was a lot of learning coming for the discharge to assess pilot. She advised that the reablement work was reaching the right people and helping to improve the situation.

Members asked how capacity modelling fit within the wider work being undertaken and when results were likely to be seen. Patricia Cassidy stated that a whole systems map was being developed which would look at all points of entry. This would help to identify where there were sticking points and blockages. Then resources could be deployed in the most effective way. Suzanne Thomson advised that the first phase of mapping would be concluded by the end of March and that a wider stakeholder session would be held after that.

The board asked about the frailty clinic, and in reference to previous discussions, when the service was available or closed due to staffing availability. Patricia Cassidy stated that there would be data on the frailty clinic included as part of the next partnership funding report and that there was a need to look practically at how best to use resources.

Members discussed recruitment to the post of Chief Finance Officer. Patricia Cassidy advised that the job description had been finalised and that the advert would be live next week. It was confirmed that the appointments panel would comprise the Chair, Vice-Chair and Chief Officer, with Fiona Ramsay and Bryan Smail.

Decision

The Integration Joint Board:-

- (1) noted the continued progress being made within available resources;**
- (2) noted the process of the pilot of the Discharge to Assess model;**

- (3) remitted the Chief Officer, in discussion with the Chief Executives and Chief Finance Officer to take appropriate action in relation to the Discharge to Assess pilot set out in section 4 of the report;**
- (4) noted the Chief Officer will ensure that the project team continues to address emerging issues and report back to the Board;**
- (5) remitted the Delayed Discharge Steering Group to provide regular updates on key elements of the Delayed Discharge Improvement Plan with a full progress report on a 6 monthly basis;**
- (6) remitted the Chief Officer to provide an update to the special meeting on any action required in relation to Ward 5, Falkirk Community Hospital, and**
- (7) noted the response to the Scottish Government consultation on the draft National Health and Social Care Standards.**

IJB77. Integration Joint Board Financial Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided an overview of the financial position of the Health and Social Care Partnership. The financial position to 30 November 2016 was summarised. Information on changes to the partnership budget, the current position and significant areas of financial pressure was provided. The board was provided with a presentation by Bryan Smail, Fiona Ramsay and Ewan Murray.

Decision

The Integration Joint Board:-

- (1) noted the financial position of a reported overspend of £0.942m for the period ended 30 November 2016;**
- (2) noted the reduction in the current projected overspend for the year to 31 March 2017 from £0.872m to £0.730m;**
- (3) noted the anticipated use of Integration Funding to cover the projected Adult Social Care Services overspend as agreed on 5 August;**
- (4) noted the current position on savings programmes and other updates detailed in section 5 of the report;**
- (5) noted the update in relation to the implementation of the Living Wage as detailed in section 7 of the report;**
- (6) noted that an update on the 2017/18 budget would be presented to the Board in the form of a presentation;**
- (7) noted the feedback received on the 2017/18 budget proposals;**

- (8) noted the post due diligence update on Community Hospitals as detailed in section 9 of the report;**
- (9) noted the update in relation to VAT and IJBs as detailed in section 10 of the report, and**
- (10) agreed to hold a special meeting on 30 March 2017 for the primary purpose of considering the 2017/18 budget and to cancel the meeting scheduled for 7 April 2017.**

IJB78. Partnership Funding

The Integration Joint Board considered a report by the Chief Officer providing information in relation to Partnership Funding, Integrated Care Fund and the Delayed Discharge Fund. The report provided information on the Following the Public Pound (FPP) framework and partnership funding investment. Suzanne Thomson provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted the progress of the Leadership Group in relation to a framework for commissioning Third Sector organisations in compliance to 'Following the Public Pound' (FPP);**
- (2) agreed that the FPP framework is presented to the Audit Committee for due scrutiny prior to submission to the IJB, and**
- (3) approved the allocations of Partnership Funding as set out in Appendix 1 and section 4.4 of the report.**

IJB79. Performance Report

The Integration Joint Board considered a report by the Head of Performance and Governance, NHS Forth Valley advising the Board of its ongoing responsibility to ensure effective monitoring and reporting on the delivery of services. Elaine Vanhegan provided an overview of the report.

Decision

The Integration Joint Board noted:-

- (1) the report;**
- (2) the exceptions highlighted and that appropriate action will be taken forward by the relevant NHS General Managers, in conjunction with the Chief Officer, and**

- (3) that the performance information in this report will be considered by Falkirk Council's Scrutiny Committee (External).**

IJB80. Homecare and Community Care Contract

The Integration Joint Board considered a report by the Head of Procurement and Housing Property, Falkirk Council seeking agreement of the proposed contract strategy principles to facilitate the delivery of the new homecare and community care services contract. The report set out the contract timetable and strategy. David McGhee provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) agreed the contract principles set out in section 4.6 of the report;**
- (2) noted the contract timetable and associated stakeholder consultation, and**
- (3) noted that a further report would be submitted to a future meeting to approve the completed contract strategy.**

The board agreed to a short adjournment at 11.40am and reconvened with all members present as per the sederunt with the exception of Councillor Goldie at 11.50am

IJB81. Social Work Complaints Procedure

The Integration Joint Board considered a report by the Chief Officer which provided an update on the changes to the existing system for reviewing complaints about social work provision, effective from 1 April 2017. The report set out the social work model complaints handling procedure. Suzanne Thomson provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted the requirement to adopt the model complaints handling procedure from 1 April 2017;**
- (2) remitted the Head of Social Work Adult Services and the Head of Performance and Governance to ensure appropriate arrangements are in place to implement both the Council and NHS complaint procedures, and**
- (3) noted the Chief Officer would provide an update through the Chief Officer Report on the compliance statement and self-assessment return required by 7 April 2017.**

IJB82. Moving from Analogue to Digital Technology

The Integration Joint Board considered a report by the Head of Adult Social Work Services which sought approval to enter the FREEDOM partnership project and apply for funding. The board were provided with a presentation by Liz McGhee, Pauline Waddell and Ian Whitelaw.

Decision

The Integration Joint Board:-

- (1) agreed to become a member of the FREEDOM project currently led by the Digital Health and Care Institute;**
- (2) noted that Falkirk Council staff will identify and utilise the current in-house funding streams, including the current allocated Integrated Care Fund monies;**
- (3) agreed to submit further bids to the Scottish Government, Technology Enabled Care Programme and Innovate UK, and any other funding streams that may be made available in the future, and**
- (4) noted that further work was required to understand the longer term financial implications both for the Council and the IJB and this would be taken forward by the Chief Finance Officer in conjunction with relevant colleagues.**

IJB83. Self Directed Support Implementation – Progress Update

The Integration Joint Board considered a report by the Head of Social Work Adult Services which provided an update on the progress of implementation of Self Directed Support (SDS) in Falkirk. The report provided information on the SDS options, SDS action plan and workstreams, and performance reporting. Joe McElholm provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted the progress made to date, and**
- (2) requested a further progress report on SDS to the October meeting.**

IJB84. Strategic Outcomes & Local Delivery Plan, 2016 – 2020

The Integration Joint Board considered a report by the Chief Officer which provided information on the delivery plan, work undertaken to date and the pilot of locality planning in Bo'ness and Blackness. Suzanne Thomson provided an overview of the report.

Members discussed that the success measures required further work and development. Suzanne Thomson stated that the performance sub-group had worked to ensure that there was reliable performance information available. Currently on information which had been assessed as being reliable had been included this allowed certainty that the measures were meaningful.

Decision

The Integration Joint Board noted the:-

- (1) submission of the SOLD Delivery Plans to the Community Planning Partnership Strategic Board;**
- (2) board's role as a delivery group and responsibility to provide progress and performance reports to the Community Planning Partnership Strategic Board, and**
- (3) development of a locality planning framework for the Community Planning Partnership.**