

FALKIRK INTEGRATION JOINT BOARD

Minute of Meeting of the Falkirk Integration Joint Board held in the Municipal Buildings, Falkirk on Thursday 30 March 2017 at 9.30am.

Voting Members:

Allyson Black (Chairperson)
Jim Blackwood (substitute, items IJB85 to IJB89)
John Ford (substitute)
Linda Gow (items IJB90 to 97)
James King (Vice-Chairperson)
Rosie Murray (substitute)
Julia Swan

Non-voting Members:

Margo Biggs, (substitute) Service User Representative
Patricia Cassidy, Chief Officer
Rita Ciccu-Moore, (substitute) Nursing Representative
Jane Grant, Chief Executive, NHS Forth Valley
Karen Herbert, Third Sector Interface
Holly Hoskisson, (substitute) Carer Representative
Fiona McAreavey, (substitute) GP Medical Representative
Kathy McCarroll, Chief Social Work Officer
Ewan Murray, Chief Finance Officer
Lindsey Orr, (substitute) Staff Representative, NHS Forth Valley
Mary Pitcaithly, Chief Executive, Falkirk Council
Angela Price, Third Sector Representative

Officers:

Jack Frawley, Committee Services Officer, Falkirk Council
Joe McElholm, Head of Social Work Adult Services, Falkirk Council
Colin Moodie, Depute Chief Governance Officer, Falkirk Council
Kathy O'Neill, Community Services Directorate – General Manager, NHS Forth Valley
Fiona Ramsay, Director of Finance, NHS Forth Valley
Suzanne Thomson, Programme Manager (Health and Social Care Integration)
Elaine Vanhegan, Head of Performance and Governance, NHS Forth Valley

IJB85. Apologies

Apologies were received on behalf of Councillor Dennis Goldie, Alex Linkston, Sandra Burt, Dr Leslie Cruickshank, Morven Mack, Dr Andrew Murray, Martin Murray and Angela Wallace.

IJB86. Declarations of Interest

Angela Price declared a financial interest in IJB90 as an employee of an organisation subject to funding proposals and stated that she considered that this required her to recuse herself from consideration of the item.

IJB87. Minutes

Decision

- (1) The minute of meeting of the Integration Joint Board held on 3 February 2017 was approved, and**
- (2) The minute of the meeting of the Integration Joint Board Audit Committee held on 27 February 2016 was noted.**

IJB88. Membership of the Integration Joint Board

The Integration Joint Board considered a report by the Chief Officer advising of changes of membership on the board and seeking confirmation of appointments. Suzanne Thomson provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted that Councillors Black, Goldie and Gow would cease to be members of the board on 30 April 2017;**
- (2) noted that Falkirk Council would appoint members to the board following the Local Government Elections on 4 May 2017 and appoint one as vice-chairperson of the board;**
- (3) noted that Jim King's appointment to the board would cease on 31 March 2017;**
- (4) noted that Helen Welsh had been selected as the substitute staff representative for Falkirk Council, and**
- (5) agreed to appoint the Interim Chief Executive, NHS Forth Valley to the board pending permanent recruitment to the post.**

IJB89. 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 Chief Finance Officer recruitment, support services arrangements, the change programme, measuring performance under integration – Ministerial Strategic Group,

delayed discharge, service arrangements, Scottish Government correspondence and recent publications. Patricia Cassidy provided an overview of the report.

The board discussed the social work complaints handling procedure and sought further information on this area. Suzanne Thompson advised that the procedure for social work would move from a three stage, to a two stage process which would bring it in line with the practice in other areas of the public sector. In the longer term there would be a key performance indicator relating to complaints performance which the board would monitor.

Decision

The Integration Joint Board:-

- (1) noted that a report on support services requirements would be submitted to the next meeting;**
- (2) noted the response to the Scottish Government Ministerial Group as detailed in section 5 of the report;**
- (3) noted that work would be overseen by the leadership group and Chief Finance Officer to finalise the HSCP Local Delivery Plan for submission to the next meeting;**
- (4) agreed that the Chief Officer make the necessary arrangements to return the SPSO self-assessment and implement an IJB Complaints Handling Procedure as required;**
- (5) remitted the Chief Officer to approve the Equality Outcomes and Mainstreaming report for publication by 30 April 2017 and requested that an update was provided at the next meeting;**
- (6) agreed that the Clinical and Care Governance group review the Healthcare Improvement Scotland inspection report and provide an update on any identified actions to a future meeting, and**
- (7) noted the response to the Scottish Government's National Health and Social Care Planning discussion document.**

Councillor Blackwood left the meeting and Councillor Gow joined the meeting following the previous item.

At this point Holly Hoskisson declared a financial interest in IJB90 as an employee of an organisation subject to funding proposals and stated that she considered that this required her to recuse herself from consideration of the item.

In line with their declarations of interest Holly Hoskisson and Angela Price left the meeting prior to consideration of the following item.

IJB90. Integration Joint Board Financial Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided the projected 2016/17 out-turn and anticipated impact on reserves. In addition it set out the Falkirk Integration Joint Board Revenue Budget for 2017/18. Ewan Murray provided an overview of the report.

The board discussed that they had not been provided with the report in line with the timescales set out in the Standing Orders. It was stated that in relation to payments to external organisations this had impacted on their representative's ability to discuss the potential impact on them. Members highlighted that there was a lack of detail on the savings listed in appendix 5 to the report.

Councillor Black moved that the Board agree the recommendations with the exception of the savings proposals from the Health Board and that these should be the subject of a more detailed report in June that provided more detailed information and offered alternative options.

Decision

The Integration Joint Board:-

- (1) noted the 2016/17 projected out-turn and estimated remaining amount of Integration Funding;**
- (2) noted the budget considerations as detailed in section 5 of the report and that the proposed payments from Falkirk Council and NHS Forth Valley for 2017/18 are compliant with the terms of the Scottish Budget;**
- (3) agreed the initial 2017/18 Partnership Budget as summarised in Table 4, with the exception of the Health Board savings proposals which would be the subject of a report to the next meeting providing further information and alternative savings proposals;**
- (4) approved Carers Information Strategy funding to be made available on the same basis as in 2016/17 subject to the conditions set out at section 7.5 of the report;**
- (5) approved the proposed payments to external bodies from Falkirk Council as detailed in section 8.2 of the report; and**
- (6) approved the issuing of directions to Falkirk Council and NHS Forth Valley as set out in section 11 of the report.**

Holly Hoskisson and Angela Price rejoined the meeting following consideration of the previous item.

IJB91. 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 funding recommendations for new proposals, and a process to bring current investment in Arms Length External Organisations in line with a strategic commissioning process. Suzanne Thomson provided an overview of the report.

The board discussed the proposal to allow the Leadership Group to direct up to £1.5million of Integrated Care Funding to enable effective and timeous allocation of resources to respond to need, effect action, increase pace of change and improvement within key priority areas aligned with the Strategic Plan. It was noted that the Leadership Group would identify priority areas for investment and remit appropriate officers to develop and submit funding proposals to be considered by the Leadership Group. The funding application and decision-making would be in line with the board's Partnership Funding process and governed by the financial regulations and Scheme of Delegation. Once it has been considered by the Leadership Group and approved by the Chief Officer, this will be presented to the Chair and Vice Chair of the board for agreement. The outcome of these decisions taken by the Leadership Group will be reported to the Integration Joint Board and Strategic Planning Group. Following discussion the board indicated that they were minded to set the maximum level of funding available for direction by the Leadership Group to £1million.

Decision

The Integration Joint Board:-

- (1) approved the allocations of Partnership Funding set out in appendix 1 to the report, and**
- (2) remitted the leadership group to progress work relating to the alignment of current investment to Arms Length External Organisations with a strategic commissioning process as set out in section 5 of the report, and**

- (3) agreed that the Leadership Group be delegated authority to direct £1million of Integrated Care Funding, subject to the provision that funding applications and decision-making would be in line with the Partnership Funding process and governed by the financial regulations and Scheme of Delegation. Further, decisions taken by the Leadership Group and approved by the Chief Officer, would be presented to the Chair and Vice Chair of the board for agreement. The outcome of these decisions will be reported to the Integration Joint Board and Strategic Planning Group.**

IJB92. Scheme of Delegation

The Integration Joint Board considered a report by the Chief Officer providing a scheme of delegation for approval. Ewan Murray provided an overview of the report.

Decision

The Integration Joint Board noted:-

- (1) approved the Scheme of Delegation, and**
- (2) noted that the Scheme of Delegation would require early review as partnership arrangements develop by 31 March 2018.**

IJB93. Annual Risk Management Report

The Integration Joint Board considered a report by the Chief Officer providing an annual risk management report for approval. Elaine Vanhegan provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted the leadership group's risk priorities for 2017/18;**
- (2) agreed the revised Strategic Risk Register;**
- (3) agreed the Falkirk IJB Risk Management Strategy;**
- (4) agreed that a Risk Management Improvement Plan is developed by October 2017;**
- (5) noted that NHS Forth Valley's Internal Audit Team will undertake an audit of the effectiveness of the IJB's risk management arrangements in late 2017/18, and**
- (6) noted that NHS Forth Valley's Clinical Governance and Risk Management Strategy and risk management responsibilities have been updated.**

IJB94. Performance Report

Decision

The Integration Joint Board agreed to continue consideration of the report to its next meeting.

Jane Grant left the meeting prior to consideration of the following item.

IJB95. IJB Audit Committee Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided an update on the matters considered by the Audit Committee at its meeting of 27 February 2017. Ewan Murray provided an overview of the report.

Decision

The Integration Joint Board:-

- (1) noted that the governance action plan would be used as the basis for producing the IJB Annual Governance Statement for 2016/17;**
- (2) noted the Audit Committee has approved the annual audit plan for 2016/17;**
- (3) noted that the Financial Regulations had been reviewed and that a further review was required no later than March 2018;**
- (4) approved the Reserves Strategy and Policy with a review required no later than March 2018, and**
- (5) noted the Self Assessments in relation to the National Audit Scotland reports on Health and Social Care Integration.**

IJB96. Exclusion of the Public

Decision

The Integration Joint Board agreed in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for the following item of business on the ground that it would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 7A to the said Act.

IJB97. Meetings of the Social Work Complaints Review Committee

The Integration Joint Board considered a report by the Director of Corporate & Housing Services, Falkirk Council which provided information on meetings of the Council's Social Work Complaints Review Committee. Colin Moodie and Joe McElholm provided an overview of the report.

Decision

The Integration Joint Board noted the conclusions and actions recommended from the meetings of the Social Work Complaints Review Committee.

IJB98. Valedictory Remarks

The Integration Joint Board thanked Councillor Black and Mr King for their contribution to and leadership of the Board from its inception and wished them well in the future. The Integration Joint Board also expressed its thanks Councillors Goldie and Gow, Ewan Murray and Jane Grant for their hard work as members of the board.