

AGENDA ITEM

3

FALKIRK INTEGRATION JOINT BOARD

DRAFT Minute of Meeting of the Falkirk Integration Joint Board held in the Committee Suites, Municipal Buildings, Falkirk on Friday 5 October 2018 at 9.30am.

Voting Members:

Julia Swan (Chair)
Allyson Black (Vice Chair)
Alex Linkston
Michele McClung
Cecil Meiklejohn
Fiona Collie

Non-voting Members:

Patricia Cassidy, Chief Officer
Amanda Templeman, Chief Finance Officer
Cathie Cowan, Chief Executive, NHS Forth Valley
Kenneth Lawrie, Chief Executive, Falkirk Council
Sara Lacey, Chief Social Work Officer, Falkirk Council
Robert Clark, NHS Forth Valley Staff Representative
Rodger Ridley, substitute Council Staff Representative
Margo Biggs, Service User Representative
Maureen Hill, Third Sector Representative
Jen Kerr, Third Sector Interface
Morven Mack, Carers Representative
David Herron, GP Medical Representative
Angela Wallace, Nursing Representative
Andrew Murray, Medical Representative

In Attendance:

Kathy O'Neill, General Manager
Suzanne Thomson, Programme Manager
Joe McElholm, Head of Social Work Adult Services
Linda Donaldson, NHS Forth Valley HR Director (IJB239)
Gina Anderson, Service Manager (IJB240)
Deirdre Gallie, Delayed Discharge Co-ordinator (IJB240)
Calum MacDonald, Principle Information Analyst, ISD (IJB240)
Viv Meldrum, Lead Analyst for Performance (IJB251)
Philip Morgan-Klein, Service Manager (IJB251)
Chris Mair, Joint Out of Hours Clinical Lead (IJB244)
Sonia Kavanagh, Corporate Governance Manager (minute)

IJB230. APOLOGIES

Apologies for absence were intimated on behalf of Matt McGregor.

IJB231. DECLARATIONS OF INTEREST

There were no declarations of interest noted.

IJB232. MINUTES OF THE INTEGRATION JOINT BOARD MEETINGS

Decision

- 1. The minute of the meeting of the Integration Joint Board held on 1 June 2018 was approved subject to the following amendment:**
Page 6, 3rd paragraph - the removal of a duplication 'would direct and oversee this work...'.
2. The minute of the special meeting of the Integration Joint Board held on 25 June 2018 was approved.

IJB233. MINUTES OF JOINT STAFF FORUM MEETINGS

Decision

The Integration Joint Board:-

- 1. Noted the minute of the meeting of the Joint Staff Forum held on 1 May 2018.**
- 2. Noted the minute of the meeting of the Joint Staff Forum held on 4 July 2018.**

IJB234. MINUTE OF THE IJB AUDIT COMMITTEE MEETING HELD ON 25 JUNE 2018

Decision

The Integration Joint Board:-

- 1. Noted the minute of the IJB Audit Committee meeting held on 25 June 2018.**

IJB235. MINUTE OF THE STRATEGIC PLANNING GROUP MEETING HELD ON 10 AUGUST 2018

Decision

The Integration Joint Board:-

- 1. Noted the minute of the Strategic Planning Group meeting held on 10 August 2018.**

IJB236. ACTION LOG

The Integration Joint Board considered the 'Action Log', presented by the Chair and noted the updates provided.

Mrs Cowan highlighted Action Log 9 and noted the work with Healthcare Improvement Scotland (HIS) to hold two separate events for Psychological Therapies and CAMHS. Dates were yet to be confirmed and this would be progressed in collaboration with the Third Sector.

IJB237. MEMBERSHIP OF THE INTEGRATION JOINT BOARD AND AUDIT COMMITTEE

The Integration Joint Board considered a paper 'Membership of the Integration Joint Board and Audit Committee', presented by Ms Suzanne Thomson, Programme Manager.

Ms Thomson outlined the recent changes to representation on the IJB and the vacancy for a non-voting IJB member on the Audit Committee.

Decision

The Integration Joint Board:-

- 1. Approved the appointments to the IJB as noted in section 4**
- 2. Noted that a request for expressions of interest for the Audit Committee would be sent to non-voting members**

IJB238. IJB PROGRAMME OF MEETINGS 2019

The Integration Joint Board considered a paper 'IJB Programme of Meetings 2019', presented by Ms Suzanne Thomson, Programme Manager.

In response to feedback received through the self evaluation and discussions at development sessions, it was proposed that there was an alternative programme of meetings/workshops for 2019. Development workshops and briefing sessions would provide an opportunity for earlier involvement and influence in key areas of work to support the implementation of the Strategic Plan. IJB Bulletins would provide information on main areas for noting, and allow Board meetings to concentrate on business which required appropriate scrutiny and decision.

The IJB discussed the possibility of joint workshops with the Leadership Team and Strategic Planning Group. Mrs Cowan proposed that where appropriate, development sessions involving the Clackmannanshire and Stirling IJB could be considered. It was noted that this would be especially beneficial when considering hosting arrangements for example.

Ms Thomson highlighted that following consideration at the Audit Committee meeting on 25 September 2018 the March and June dates would need to be re-arranged.

Councillor Meiklejohn and Councillor Collie both highlighted the need to review agendas and reports and to ensure they were circulated timeously. To manage lengthy agendas, it was agreed business should be focussed with the use of Information Bulletins to assist with this. Councillor Collie also proposed that reports were concise, minimised the use of acronyms and jargon and adopted plain English principles to ensure they were easy to read and understand.

Decision

The Integration Joint Board:-

- 1. Agreed the proposed timetable of meetings for 2019 subject to the need for alternative Audit Committee dates.**

IJB239. INTEGRATION UPDATE

The Integration Joint Board considered a paper 'Integration Update', presented by Mrs Cathie Cowan, Chief Executive, NHS Forth Valley; Mr Kenneth Lawrie, Chief Executive, Falkirk Council; and Ms Patricia Cassidy, Chief Officer.

Mr Lawrie highlighted the detailed work involved in drafting the paper, with determined effort, shared vision, trust and openness from all partners. Although some tasks were not fully completed, the foundation had been set to achieve the pace of change required.

Mrs Cowan supported Mr Lawrie and advised that the paper was written by a number of people and in particular thanked Karen Algie and Linda Donaldson for their contribution to the management structure section. The effort by everyone had highlighted a willingness to work together to support the delegation of operational management arrangements to the Chief Officer. Mrs Cowan invited Ms Donaldson to present the management and professional structure being proposed.

Miss Donaldson provided details regarding the proposed management and professional structures to support delegation of operational management arrangements. Miss Donaldson acknowledged that work to consider the role of hosting was yet to be progressed but Mrs Cowan had spoken with Local Authority Chief Executives and Chief Officers regarding a workshop involving colleagues from Scottish Government.

Ms Cassidy summarised the progress to date on the key areas set out in the IJB decision on 25 June 2018.

Whilst this progress had been positive, further work was required to review and finalise a health and social care management structure in line with due process.

Ms Cassidy highlighted key points made by Scottish Government colleagues regarding the slower pace of integration in Forth Valley than in other health boards as outlined in Appendix 2.

Councillor Meiklejohn highlighted the positive development session held recently, where clarity was provided by colleagues from the Scottish Government and the pragmatic approach set out which could assist with service development. The IJB agreed that it was essential that there was a clear and shared direction to ensure integration progressed.

Decision

The Integration Joint Board:-

- 1. Noted the significant progress outlined in the report and, in particular, in relation to the proposed management structure**
- 2. Agreed that the Chief Officer would set up a Shadow Management Team (supported by senior HR Officers from NHS Forth Valley and Falkirk Council) to complete the work required as outlined in section 5 of the report**
- 3. Noted that the Chief Officer and the Chief Executives would complete the remaining work in relation to the outstanding issues in the report**
- 4. Agreed that the Chief Officer and Chief Executives reported back to the IJB on 7 December on the work referred to above with a view to providing assurance that the transfer of operational NHS and Council management integrated arrangements could proceed.**

IJB240. PRESENTATION – DELAYED DISCHARGE

The Integration Joint Board received a presentation 'Delayed Discharge', presented by Mr Calum MacDonald, Principle Information Analyst; Ms Deirdre Gallie, Delayed Discharge Co-ordinator; and Ms Gina Anderson, Service Manager.

Mr MacDonald provided details regarding various aspects of performance with delayed discharge and bed day rates, including the complexities and costs involved and how Falkirk compared with the national position. While progress had been made regarding packages of care, it was noted that challenges remained with care home delays. It was highlighted that a significant number of delays were people remaining in hospital after they have been offered 3 alternative interim care home placements.

A Case Study was presented by Ms Anderson and Ms Gallie to demonstrate how services could be improved through collaborative working. The benefits of a whole system approach including reablement and continual review of needs were highlighted and how this achieved a person centred approach to care and improved outcomes.

The IJB thanked Mr MacDonald, Ms Gallie and Ms Anderson for the informative and helpful presentation.

IJB241. DELAYED DISCHARGE IMPROVEMENT PLAN AND SCOTTISH GOVERNMENT WORKSHOP UPDATE

The Integration Joint Board considered a paper 'Delayed Discharge Improvement Plan and Scottish Government Workshop Update', presented by Mr Joe McElholm, Head of Social Work Adult Services and Mrs Kathy O'Neill, General Manager.

Ms Cassidy highlighted the positive impact of working together cohesively as shown through the previous Case Study and introduced Mrs O'Neill, chair of the Delayed Discharge Steering Group.

Mrs O'Neill highlighted the recent workshop held with Brian Slater, Delayed Discharge Policy Manager from Scottish Government regarding the five broad and interdependent categories that caused delays; pathways, systemic determinants, process, capacity and resources. Further details were provided regarding these categories and the actions taken to address through a range of initiatives across the Partnership.

A development session would be arranged to provide an opportunity for in-depth consideration of all elements of the current system and develop a more cohesive integrated system, underpinned by Home First principles and aligned to the related work of the Unscheduled Care Programme Board. It was agreed that other key partners such as the Scottish Ambulance Service (SAS) and housing colleagues should be included in the session.

The IJB discussed the work involved to ensure people were able to be supported to achieve the right outcome/destination for them, including any support required for family members who provided the care.

In response to a question from Mr Murray regarding who would monitor and have oversight of the commissioning for services and ensuring delivery of required results, Ms Cassidy advised that this would be taken through the Leadership Team for the IJB. As previously highlighted the action plan to drive the improvement would be overseen by the Delayed Discharge Steering Group.

Mrs Cowan, whilst acknowledging the work of the Delayed Discharge Expert Group, whose report was used as the basis for the work undertaken to date, highlighted that it was important to remember it had been published in 2012. As a member of the Ministerial Strategic Group for Health and Community Care who had recently met, the current areas for consideration did not match those previously outlined by the Delayed Discharge Expert Group as detailed in section 4.1.1 and in particular with regards to the progress made on reducing emergency admissions and the bed days

saved. Mrs Cowan noted similar admission rates to care homes from both the community and hospitals. She asked IJB members to consider the investment/disinvestment decisions being asked of them when the delayed discharge work and the improvement plan were yet to be concluded. She also highlighted the concerns raised by clinical staff regarding the lack of engagement in the partnership funding proposals. Mr McElholm advised that the Expert Group report had been used by Brian Slater during the development session and remained relevant. Mrs Cowan acknowledged the themes and their appropriateness however the data was more than five years old. She asked that the action plan to be circulated prior to the delayed discharge development session.

Dr Herron highlighted that GPs had experienced patients being discharged inappropriately and without appropriate planning in place.

Decision

The Integration Joint Board:-

- 1. Noted the improvement work which was in progress**
- 2. Noted performance data highlighting improved outcomes in aspects of delayed discharge whilst highlighting where progress had been difficult to maintain**
- 3. Address future performance improvement priorities at a Board Development Session to consider a refreshed action plan combining action on delayed discharge and unscheduled care**

IJB242. CHIEF OFFICER REPORT

The Integration Joint Board considered a paper 'Chief Officer Report', presented by Ms Patricia Cassidy, Chief Officer.

Ms Cassidy provided an update on key areas of work including the national review of progress with integration, revised guidance regarding the use of Directions and the new public health priorities for Scotland as part of the Public Health Reform Programme. Ms Cassidy noted that confirmation of approval had now been received from the Scottish Government regarding the Integration Scheme which had been revised in response to the Carers (Scotland) Act 2016.

A progress update on the residents who had to transfer when Bield decided to close a number of care homes was provided. Although this had inevitably been challenging for those concerned, Ms Cassidy highlighted that with the appropriate support this had resulted in many positive outcomes for them and their families.

Ms Cassidy noted that the additional work was still required to change the provision of personal foot care in Forth Valley and an update would be provided by NHS colleagues when available.

Decision

The Integration Joint Board:-

- 1. Noted the national review of progress of integration and the recently issued joint statement**
- 2. Noted the new Public Health Priorities outlined in section 8 of the report and agreed that they were incorporated into the IJB Strategic and Locality delivery plans**
- 3. Noted the final ADP investment plan would be submitted to the IJB for consideration at the December meeting, along with a report that provided an update on the activity being undertaken by the ADP**

It was agreed that Items 24 and 25 would be taken at this point in the agenda

IJB243. PRIMARY CARE IMPROVEMENT PLAN DELIVERING THE NEW 2018 GENERAL MEDICAL SERVICES CONTRACT

The Integration Joint Board considered a paper 'Primary Care Improvement Plan Delivering the New 2018 General Medical Services Contract', presented by Dr Stuart Cumming, Associate Medical Director.

Dr Cumming presented the final version of the Forth Valley Primary Care Improvement Plan which provided appropriate and realistic proposals to deliver the benefits envisaged by the new 2018 General Medical Services Contract for Scotland.

A brief outline of the Improvement Plan was provided including the associated financial and resource risks in delivering and sustaining the necessary investment required to deliver the nationally agreed GMS contract.

Decision

The Integration Joint Board:-

- 1. Noted that the Forth Valley Primary Care Improvement Plan was approved by the Chief Officer and submitted to the Scottish Government on 30 July 2018**
- 2. Noted the risks associated with implementing the Primary Care Improvement Plan**
- 3. Noted that the Scottish Government had not as yet, responded to the Forth Valley Primary Care Improvement Plan**

IJB244. PRIMARY CARE: GP OUT OF HOURS IMPROVEMENT PLAN

The Integration Joint Board considered a paper 'Primary Care: GP Out of Hours Improvement Plan', presented by Dr Stuart Cumming, Associate Medical Director.

Dr Cumming provided a brief outline of the Primary Care Out of Hours Service Improvement Plan which described the current service provided in Forth Valley and the key improvement measures underway as part of a 24 month programme of change.

The IJB discussed the challenges to NHS Boards to provide a sustainable and cost effective workforce and the need to work with Scottish Ambulance colleagues to ensure their skills complimented each other and were utilised appropriately. Ms Biggs highlighted the need for patients and carers to be kept fully informed so they were aware of and understood the changes and new roles.

Decision

The Integration Joint Board:-

- 1. Noted that, although still currently unachievable, the GP OOH service was working hard to deliver a full and sustainable OOH access across the three OOH bases**
- 2. Noted that the OOH service was making good progress towards a stable multidisciplinary workforce and service delivery model which delivered a quality service for people whilst providing a good working experience for staff**

3. **Noted that the service was on track to meet the 12 month aim of 30% of OOH service to be ANP supported by January 2019 with ANP posts core funded from service budget**
4. **Noted that it was recognised that delivering quality out of hours care, sustainably, relied on working as part of an effective model of community based supports and working towards a more integrated approach would be a priority moving forward**
5. **Noted the new GP Out of Hours Fund recurring allocation of £271k**
6. **Approved the use of this fund to achieve the aim of 60% multidisciplinary service delivery and supported partnered overnight community care supports as determined by partnership review**

A short comfort break was taken at this point in the agenda

IJB245. FINANCIAL REPORT

The Integration Joint Board considered a paper 'Financial Report', presented Ms Amanda Templeman, Chief Finance Officer.

Ms Templeman provided an update on the 2018/19 Partnership Base Budget details including the main variations especially in relation to the NHS arm of the budget which had arisen due to non-recurring funding from the Scottish Government.

Further details were outlined regarding additional funding for the Alcohol and Drug Partnership (ADP) with a need to agree local arrangements for service improvements and ensure the plan was submitted to the Scottish Government by the end of October 2018. Due to the decisions required by the IJB around the services and the need to focus on localities there was an opportunity to review the Falkirk ADP governance and ensure clarity of accountability and decision making across Forth Valley.

Ms Templeman advised that the projected financial position for the Partnership was an overspend of £2.192m relating to in-scope health services. Details regarding the main areas of pressure regarding budgets delegated to NHS Forth Valley and Falkirk Council were provided. An update of the delivery of savings was also provided with a number of these savings risk rated amber or red for deliverability.

The IJB discussed the need to understand the increase in untimely drug related deaths and consider what support and pathways could be provided to reduce these. A number of groups were highlighted who were looking to undertake this work and it was agreed that Mr McElholm would be the main contact point for them to ensure a coordinated approach and reduce the risk of duplication.

Decision

The Integration Joint Board:-

1. **Noted the contents of the report**
2. **Delegated authority to the Chief Officer, Chair of the IJB and the Chair of the Falkirk Alcohol and Drug Partnership (ADP) to approve the spending plan for additional funding for the ADP, prior to submission to the Scottish Government by 31 October 2018**
3. **Noted that discussions were underway with colleagues in Health to agree how the Partnership best engaged with NHS Forth Valley to bring the budget back into balance**
4. **Approved the revised Directions which reflected changes to the IJB budget, as presented at appendices 5 and 6**

IJB246. UPDATE ON MEDIUM TERM FINANCIAL PLANNING

The Integration Joint Board considered a paper 'Update on Medium Term Financial Planning', presented by Ms Amanda Templeman, Chief Finance Officer.

Ms Templeman briefly outlined the approach and development of a Medium Term Financial Plan (MTFP) which would ensure a robust approach to financial planning, allowing co-ordination between service redesign/ transformation and annual budgets. A key document, the Scottish Government Medium Term Health and Social Care Financial Framework had recently been published and this provided additional clarity for the development of the MTFP, recognising the changes that were required to improve services and the key role of the IJBs to consider health and social care reform at a strategic level.

Ms Templeman noted that the MTFP was not only a financial document but needed to bring together service planning, resource assumption and risk and this was progressing through two parallel workstreams. Collaboration with statutory Partners was crucial to the success of the plan and discussions were ongoing to consider how best to align processes.

Decision

The Integration Joint Board:-

- 1. Noted the contents of the report**

IJB247. REFERRALS FROM FALKIRK IJB AUDIT COMMITTEE

The Integration Joint Board considered a paper 'Referrals from Falkirk IJB Audit Committee', presented by Ms Amanda Templeman, Chief Finance Officer.

Ms Templeman highlighted two items considered at the Audit Committee meeting held on 25 September 2018; the revised terms of reference for the Audit Committee recognised their role in approving the annual accounts prior to onward submission to the IJB, and the annual accounts of the IJB, noting that the auditor's certification was free from qualification. Copies of the accounts would be posted on the NHS Forth Valley, Falkirk Council and Falkirk HSCP websites and their availability advertised in the local press.

Decision

The Integration Joint Board:-

- 1. Approved the revised terms of reference for the Audit Committee**
- 2. Approved the Audited Annual Accounts of the Falkirk IJB to 31 March 2018**

IJB248. PARTNERSHIP FUNDING

The Integration Joint Board considered a paper 'Partnership Funding', presented by Ms Amanda Templeman, Chief Finance Officer.

Ms Templeman provided details regarding the five Forth Valley wide initiatives which had only received funding for a year subject to additional conditions of award. These initiatives were required to submit a proposal with supplementary information for

further consideration. The consistent approach taken for appraisal was detailed and the resulting recommendations provided.

Ms Templeman noted there was an amendment required to the report at 4.7. The Leadership Team had considered three proposals however these were still subject to approval with the Chair and Vice Chair.

The Strategic Commissioning approach aimed to analyse, plan, implement and review services to ensure continuous improvement. Engagement with partners, service users and the wider communities was critical within this model and work would continue to be developed along with the review and revision of the Partnership's Strategic Plan. The five key areas of focus were; Community Based Mental Health, Dementia Services, Reablement Services, Support for Carers, and Community Development and Link Work and relevant updates were provided.

In response to Mrs Cowan's caution regarding a decision about the Rapid Access Frailty Clinic, Ms Cassidy advised that the service was not fully utilised. Ms Biggs, highlighted the positive patient feedback which highly commended the service, its person centred approach and the need to improve communication regarding its availability. Dr Herron advised that GP involvement was necessary to improve awareness and highlighted the need to involve NHS Forth Valley Advisory Committees in decisions relating to service change. Ms Templeman noted that the request submitted was to reduce the use of the Rapid Access Frailty Clinic from five days to three, reflecting the actual pattern of usage, but use the remaining two day funding to support more community facing frailty services. Further proposals for using these community facing services would be developed for consideration and approval. It was anticipated that these proposals would be discussed with clinicians during their development.

Decision

The Integration Joint Board:-

- 1. Approved the recommendations proposed by the Partnership Funding Group and endorsed by the Strategic Planning Group, presented in Appendix 1**
- 2. Noted initiatives supported via Leadership Group fund, as specified in 4.7, which had been assessed via the due governance process**
- 3. Noted the progress made regarding Strategic Commissioning work and that further reports would be presented to the Board**

IJB249. MENTAL HEALTH STRATEGY ACTION 15

The Integration Joint Board considered a paper 'Mental Health Strategy Action 15', presented by Mrs Kathy O'Neill, General Manager.

As part of the Mental Health Strategy 2017-2027, the Scottish Government had made a commitment to provide further funding to support the employment of additional mental health workers to improve access in key settings such as; Hospital Emergency Departments, GP Practices, Police Station Custody Suites and Prisons.

The two HSCPs, NHS Forth Valley and other local partners had worked together to produce a Forth Valley wide response. The 8 priority proposals provided were consistent with the national Mental Health Strategy, in particular Action 15, to

increase capacity of the local mental health workforce and align with partners' existing strategic objectives and local plans.

Discussions took place regarding the proposals noting the short timeframe involved to submit them and the opportunity in future years for further engagement and refinements.

Decision

The Integration Joint Board:-

- 1. Approved the eight highlighted proposals which had previously been agreed by the Falkirk Senior Leadership Team (SLT) and the SOLD Mental Health and Wellbeing Group**

IJB250. HOME CARE REVIEW AND INSPECTION REPORT

The Integration Joint Board considered a paper 'Home Care Review and Inspection Report, presented by Mr Joe McElholm, Head of Social Work Adult Services.

Mr McElholm outlined the work undertaken to review the Home Care Service and understand the needs of service users through the robust information provided by the real time monitoring system (CM2000). As part of the engagement plan, sessions took place in December 2017 and January 2018, to involve staff and consider their suggestions regarding service improvements. These sessions would be repeated in November 2018 and the outcome of the review would be presented to a future meeting.

An annual inspection of Home Care was carried out by the Care Inspectorate and Mr McElholm provided a brief overview of the inspection process and outcome. Although the inspection report recognised work to improve the consistency of the service, the Care Inspectorate had made 2 requirements. These were regarding consistency and reliability in who was giving the care and implementation of internal auditing systems that delivered effective oversight and monitoring of all aspects of the service. The action plan which had been developed to address these issues was detailed and this would be overseen by the Homecare Review Group, chaired by the Chief Officer.

Mrs Cowan noted Mr McElholm's helpful update. She acknowledged the need to ensure appropriate pace of change and consideration of the resource required to address and prioritise these actions. Mr McElholm advised that the Homecare review would continue to compliment the work of the action plan to deliver a culture of continuous improvement and result in a high performing service. Ms Wallace suggested changes to the action plan and offered help in developing timely outcome based actions. Mrs Swan advised that the Clinical and Care Governance Committee would monitor progress providing constructive assistance where necessary.

Decision

The Integration Joint Board:-

- 1. Noted the Care Inspectorate report and improvement action plan**
- 2. Agreed the IJB Clinical and Care Governance Committee would monitor progress with the improvement action plan**

IJB251. PERFORMANCE REPORT

The Integration Joint Board considered a paper 'Performance Report', presented by Ms Patricia Cassidy, Chief Officer.

Ms Cassidy highlighted the content of the paper which ensured effective monitoring and reporting on the delivery of services, relevant targets and measures including the appropriate management actions to address issues.

Mrs Cowan provided assurance that work was ongoing collectively around the unscheduled care pathway.

Decision

The Integration Joint Board:-

- 1. Noted the content of the performance report**
- 2. Noted that appropriate management actions continued to be taken to assess the issues identified through the performance reports**

Mrs Swan left the meeting at this point and Councillor Black took over as Chair

IJB252. FALKIRK HSCP ANNUAL PERFORMANCE REPORT 2017-18

The Integration Joint Board considered a paper 'Falkirk HSCP Annual Performance Report 2017-18', presented by Ms Suzanne Thomson, Programme Manager.

Ms Thomson highlighted that as agreed at the June 2018 meeting and to meet publication timescales, the draft Annual Performance report had been circulated for comments, with final agreement to publish delegated to the Chair, Vice Chair, Chief Officer and Chief Finance Officer.

The report outlined the activities and improvements that had been achieved over the year and progress against the Strategic Plan and nine national Health and Wellbeing Outcomes.

Decision

The Integration Joint Board:-

- 1. Noted the publication of the Annual Performance Report 2017-18**

IJB253. ANNUAL REPORT OF THE CHIEF SOCIAL WORK OFFICER 2017/18

The Integration Joint Board considered a paper 'Annual Report of the Chief Social Work Officer 2017/18', presented by Ms Sara Lacey, Chief Social Work Officer.

Ms Lacey provided an overview of the comprehensive report which detailed how the statutory responsibilities had been fulfilled by the Chief Social Work Officer during 2017/18.

These were outlined under 6 main sections:

- Summary of Performance with the key challenges and developments
- Partnership Working – governance and accountability arrangements

- Social Services Delivery Landscape - how the provision of social services was delivered
- Finance and Resources - including constraints and challenges
- Service Quality and Performance - including delivery of statutory function
- Workforce - planning and development activity

Decision

The Integration Joint Board:-

- 1. Noted the contents of the CSWO's Annual Report, which was attached at Appendix 1**
- 2. Acknowledged the commitment, skills and experience of Social Work staff in continuing to deliver high quality services to Falkirk citizens**

IJB254. STRATEGIC PLAN 2019-2022

The Integration Joint Board considered a paper 'Strategic Plan 2019-2022', presented by Ms Suzanne Thomson, Programme Manager.

Ms Thomson provided details regarding the ongoing work to prepare the Strategic Plan 2019-2022, including a review of the Strategic Needs Assessment and an indication of the timescales and resource required to achieve this.

Two workshops had been held and there was an agreed shared view that the current Strategic Plan vision and main strategic direction remained relevant. It was noted that some amendments were required to provide clarity regarding local outcomes and what would be achieved through integration and how this would be measured.

Ms Thomson emphasised the importance of regular attendance at the Strategic Planning Group meetings to progress work effectively and the terms of reference had been amended to include the use of substitutes to attend when required.

Decision

The Integration Joint Board:-

- 1. Approved the proposed changes to the local vision, outcomes and high level priorities, prior to further discussion and development via the Strategic Planning Group**
- 2. Noted further work would be progressed via the Strategic Planning Group and a joint workshop with the IJB would be organised for November 2018**
- 3. Approved the revised terms of reference for the Strategic Planning Group**

IJB255. PREPARATION OF THE FORTH VALLEY HEALTH AND SOCIAL CARE WINTER PLAN 2018-19

The Integration Joint Board considered a paper 'Preparation of the Forth Valley Health and Social Care Winter Plan 2018-19', presented by Ms Janette Fraser, Head of Planning.

Ms Fraser outlined the collaborative work involved with partner organisations to produce the Health and Social Care Winter Plan in line with the Scottish Government's letter 'Preparing for Winter 2018-19'.

A Winter Plan Working Group had been established, led by Mr Murray, to ensure services were fully prepared for the winter period from November 2018 to March 2019 with particular focus regarding the festive holiday fortnight. A number of specific areas would be targeted and included; flu vaccination for staff, weekend and earlier in the day discharges, contingencies to respond to adverse weather conditions and capacity planning for the whole system to ensure that health and social care services planned and delivered care in an integrated way. Although the Health Board and Integration Joint Boards would receive an allocation of funds from the Scottish Government, Ms Fraser highlighted the potential financial and workforce implications to deliver the services required.

The final NHS Forth Valley Winter Plan 2018-2019 was due to be submitted to the Scottish Government by the end of October 2018 accompanied by a joint letter from the Chief Executive of NHS Forth Valley, IJB Chief Officers and Chairs of the NHS Board and IJBs confirming that plans had been reviewed and were fit for purpose.

Decision

The Integration Joint Board:-

- 1. Noted the process for developing the Forth Valley Health and Social Care Winter Plan 2018-19**
- 2. Delegated approval of the Winter Plan to the Chief Officer and Chair to allow for submission to the Scottish Government by the end of October 2018**
- 3. Noted that a joint letter would be sent from the NHS Chief Executive, IJB Chief Officers and Chairs of the NHS Board and IJBs with the submission**

IJB256. WEST OF SCOTLAND REGIONAL PLANNING

The Integration Joint Board considered a paper 'West of Scotland Regional Planning', presented by Ms Janette Fraser, Head of Planning.

Ms Fraser provided a brief outline of the West of Scotland Regional Design and Discussion Document 'Putting the individual at the heart of what we do: Transforming care together for the West of Scotland' which was issued in August 2018. This set out a bold agenda for transforming care, bringing together the Healthcare Strategies and Strategic Plans of partner organisations. It described the collective ambitions of the West of Scotland, NHS Boards and Integration Authorities to improve the health and care of the people in their communities.

Ms Fraser highlighted that a detailed version of the document was also available if required.

Decision

The Integration Joint Board:-

- 1. Noted the West of Scotland Design and Discussion Document at Appendix 1**
- 2. Noted the Chief Officer feedback to the Regional Planning Team in Appendix 2**