

Agenda Item

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Draft

Minute of meeting of the Integration Joint Board held within the Municipal Buildings, Falkirk on Friday 7 June 2019 at 9.30 a.m.

Voting Members:

Allyson Black
Fiona Collie (Chairperson)
Alex Linkston
Michelle McClung, (Vice Chair)
Cecil Meiklejohn
Julia Swan

**Non –voting
Members:**

Margo Biggs, Service User Representative
Patricia Cassidy, Chief Officer, IJB
Cathie Cowan, Chief Executive, NHS Forth Valley
David Herron, GP Medical Representative
Lesley James, Depute Chief Social Work Officer (substitute)
Jen Kerr, Third Sector Interface
Kenneth Lawrie, Chief Executive, Falkirk Council
Morven Mack, Carers Representative
Andrew Murray, NHS Medical Director (Medical Rep)
Amanda Templeman, Chief Finance Officer
Angela Wallace, NHS Nurse Director, (Nursing Rep)

Also Attending:

Audrey Allan, Homeless Team Co-ordinator, Falkirk Council
Jack Frawley, Committee Services Officer, Falkirk Council
Joe McElholm, Head of Social Work Adult Services
Colin Moodie, Chief Governance Officer, Falkirk Council
Suzanne Thomson, Senior Service Manager (Planning & Performance)

IJB1. Apologies

Apologies were intimated on behalf of Cathie Cowan, Chief Executive, NHS Forth Valley; Sara Lacey, Chief Social Work Officer, and Roger Ridley, Falkirk Council Staff Representative.

IJB2. Declarations of Interest

There were no declarations of interest.



IJB3. Minutes

Decision

- (a) The minute of the special meeting of the Integration Joint Board held on 28 March 2019 was approved, and**
- (b) The minute of the meeting of the Integration Joint Board held on 5 April 2019 was approved subject to the following amendment:-**

Following clarification from members, the Board noted that in the minute of meeting of 5 April 2019 “GP Sub Committee” should be read as “Local Medical Committee” in clauses 2 and 5 of the decision on item IJB309 – Primary Care Improvement Plan Iteration 2.

IJB4. Rolling Action Log

A rolling action log detailing ongoing and closed actions following the previous meeting on 5 April 2019 was provided.

Decision

The Integration Joint Board noted the rolling action log.

IJB5. Chief Officer Report

The Integration Joint Board considered a report by the Chief Officer providing an update on current developments within the Falkirk Health and Social Care Partnership (HSCP). The report provided updates on:-

- Integrated Structures
- Support Services Agreement
- Scheme of Delegation and Standing Orders
- Redesign of Day Services for Younger Adults
- HSCP Scotland Power of Attorney Campaign 2019/20
- NHS Forth Valley Annual Operating Plan 2019 – 20
- IJB Annual Performance Report 2018 – 2019
- Audit Scotland Drug and Alcohol Services – an update

The Board discussed the principles of Forth Valley wide services and asked whether this was operational. The Chief Officer advised that the action remained in progress. A report had been submitted to the NHS Forth Valley Health Board but had not been considered by either the Falkirk or Stirling & Clackmannanshire Integration Joint Boards. The Board requested that an update report be submitted to the next meeting.

The Board considered the NHS Forth Valley Annual Operating Plan and proposed that as it would speak directly to delegated services that a report on this be submitted to the next meeting. It was also proposed that a report on support services be submitted to the next meeting.

The Board discussed the Scheme of Delegation and Standing Orders regarding the timescale to get these in place in order to allow new staff to be empowered within the new structure. The Chief Officer advised that it was an area of priority work and that a report should be submitted to the next meeting as she could only fully be held to account when she had clear responsibility for services.

The Board noted that a number of reports had been requested for future consideration during this item and supported that the timing of when each of these were brought forward to the Board be delegated to the Chair, Vice-Chair and Chief Officer.

Decision

The Integration Joint Board:-

- 1) noted the progress with recruitment to the Integrated HSCP team;**
- 2) noted that further work to agree the principles and arrangements for the co-ordination of Forth Valley wide health services would be taken forward and that this work would be reported to a future IJB meeting;**
- 3) agreed to delegate authority to the Chair, Vice-chair, Chief Officer and Chief Finance Officer to approve the publication of the Annual Performance Report, and**
- 4) agreed to request reports on Forth Valley Wide Services; Support Services; NHS Forth Valley Scheme of Delegation, and the Annual Operating Plan to future meetings.**

IJB6. Financial Position 2018/19

The Integration Joint Board considered a report by the Chief Finance Officer presenting the projected financial outturn for 2018/19.

The Partnership (excluding set aside budget) was projected to overspend in 2018/19 by £1.264m. As part of the risk sharing agreement NHS Forth Valley had agreed to provide additional funding of £1.264m for 2018/19. The set aside budget was expected to overspend by £1.416m in 2018/19. Financial risk for set aside budgets remained with NHS Forth Valley. An overspend on health services was reported for the third consecutive year. Non delivery of savings had been an issue across the Partnership. To ensure the financial sustainability of the Partnership (and the Partners), it

was essential that there was a robust approach to budgetary control and savings delivery. The projected outturn, including overspends in building based services and underspends in other community services, suggested that resources were not being utilised to effectively deliver the outcomes of the Strategic Plan. The reserves balance at the year end was £6.938m, made up of £0.316m of general reserves and £6.622m of earmarked reserves. Future reports to the IJB would monitor reserve levels against proposed spending plans for these funds. The accounts for 2018/19 would be considered by the Audit Committee on 27 June 2019 before submission to Ernst & Young for audit.

Decision

The Integration Joint Board:-

- 1) noted the contents of this report;**
- 2) approved the transfer of £0.019m into general reserves;**
- 3) approved the issue of Final Directions to the Partners for 2018/19;**
- 4) approved the Reserves Policy as set out in appendix 4, and**
- 5) noted that work would be undertaken with NHS colleagues to better understand the budgets for services transferring to the Partnership, to ensure underlying risks were identified and mitigated.**

IJB7. 2019/20 Budget Report

The Integration Joint Board considered a report by the Chief Finance Officer presenting an update on the 2019/20 budget. The report provided an update on the issues which were highlighted for further work in the budget report presented to the March meeting.

The IJB had approved savings in respect of adult social care totalling £1.7m and a meeting was scheduled for June with all Services Managers to look at the savings plans and the business case already approved by the IJB. The aim of the session was to identify any potential issues with savings delivery and look at mitigating actions and the impact of the planned service changes for future years.

It was recommended that the IJB agree to ring-fence £0.2m from the Integration Funding balance of £0.63m, in order to support further work and allow progress to be made over the summer recess.

There had been an overspend on in scope health services for each of the last three financial years. For the last two years, the IJB and its Partners had reached a risk sharing agreement on an annual basis. The basis of the agreement was that each Partner had taken responsibility for their own overspend.

Decision

The Integration Joint Board:-

- 1) noted the contents of the report;**
- 2) requested a presentation on prescribing for the next meeting;**
- 3) requested further information on the budget proposals for in-scope health services for the next meeting;**
- 4) approved that £0.2m was ring-fenced from the Integration Funding reserve to progress work on the Recovery, Recuperation and Reablement model and to put in place a clear Organisational Development approach;**
- 5) requested Partners agreement that the risk sharing agreement in operation for 2018/19, would continue to be adopted for 2019/20;**
- 6) approved the revised Direction to NHS Forth Valley, reflecting the approved budget for 2019/20.**

The Integration Joint Board adjourned at 11.20am and reconvened at 11.30am with all members present as per the sederunt.

IJB8. Partnership Funding

The Integration Joint Board considered a report by the Chief Finance Officer providing an overview of recommendations made by the Partnership Funding Group (PFG) and Strategic Planning Group (SPG). An update regarding the ongoing review of the Partnership Funding programme was also provided.

Decision

The Integration Joint Board:-

- 1) approved recommendations relating to Partnership Funding, as set out within Appendix 1;**
- 2) noted the ongoing review of Partnership Funds and that recommendations would be reported to the IJB in September 2019, as set out within section 4 of the report.**

IJB9. Reablement and Bed Based Intermediate Care Services

The Integration Joint Board considered a report by the Head of Social Work Adult Services providing an overview of critical priorities for action on reablement and bed based intermediate care services for the period of the Strategic Plan 2019 - 2022.

The Strategic Plan 2019 - 2022 committed the Partnership to development of self management as a key outcome for people using services and supports. This was reflected in the development of an evolving model for reablement which supported post acute care. The report set out next steps in regard to extending the reach of reablement comprehensively to meet need identified outwith the hospital setting. Strategic planning was also concerned with delivering improvement on the delayed discharge agenda. This improvement trajectory would be supported by the direction of travel, involving considering anew the contribution of the range of resources from professional inputs, through to social care beds (Summerford) and NHSFV beds (community hospitals). The IJB had supported the "Maximising Recovery, Promoting Independence" model for the HSCP to implement.

Decision

The Integration Joint Board:-

- 1) noted the range of work underway to embed a whole system approach to reablement and intermediate care across the HSCP;**
- 2) requested a report to the IJB providing an option and site appraisal for taking forward the delayed capital project to build a dedicated bed based intermediate care facility.**

IJB10. Falkirk IJB self-evaluation: MSG review of progress with integration

The Integration Joint Board considered a report by the Chief Officer presenting the Falkirk IJB self-evaluation submission to the Ministerial Strategic Group (MSG) for information. The purpose of the review was to help ensure there was an increase in pace in delivering all of the integration principles and national health and well-being outcomes.

The review report noted the expectation that Health Boards, Local Authorities and IJB's should evaluate their current position and take action to make progress. A self-evaluation template was circulated to all Partnerships to complete. The self-evaluation template had been submitted to meet the required deadline and further work would take place to develop an improvement action plan.

Decision

The Integration Joint Board noted that:-

- 1) the self-evaluation template was submitted on 15 May 2019;**
- 2) further work would take place to develop a detailed improvement action plan for future consideration.**

IJB11. Home Care Inspection Update

The Integration Joint Board considered a report by the Head of Social Work Adult Services providing an update on the work undertaken by the Home Care Service in response to the publication of the Care Inspection report in May 2018. The service was subsequently re-inspected with a report published in March 2019.

Overall, strong progress had been made on the roll out of the new shift pattern model as well as the auditing systems and processes, which would continue to be developed and enhanced to ensure the changes were sustainable. Over the next 12 months the service would seek to substantially increase the number of reablement carers. This would hopefully ensure all service users received positive enabling support from the outset which would maximise their independence and reduce reliance on longer term services where these supports were not required. This would allow the in-house service to focus on supporting those service users with more complex care needs and hopefully reduce the number of delays from both the acute and community setting.

As the new Integrated Locality Teams were established, each locality would have its own registered Home Care service, with Home Care Team Managers being responsible for the registration of Home Care within specific localities. Team Managers would continue to work in collaboration to ensure recent improvements were sustained longer term across the service.

Decision

The Integration Joint Board:-

- 1) noted the improvements implemented by the service, and**
- 2) noted the positive Care Inspection Report dated 20 March 2019 (appendix 1).**

IJB12. Summerford Care Inspection Update

The Integration Joint Board considered a report by the Head of Social Work Adult Services providing an update on the Care Inspectorate's follow up report on Summerford House. The follow up action plan implemented by senior management and staff of Summerford with support from their Health colleagues had enabled significantly increased assurance, such that the service had unusually been re-graded up by two as opposed to one point on the Inspectorate's grading system. Whilst this progress was positive and evidenced much work and commitment by all staff concerned to deliver a speedy turn around over a 13 week period, it remained that work was in progress, with a continued need for commitment and momentum.

Decision

The Integration Joint Board noted that the Care Inspectorate's follow up inspection of Summerford House found significant improvement in the quality of care provision.

IJB13. Rapid Rehousing Transition Plan

The Integration Joint Board considered a report by the Director of Corporate and Housing Services providing an update on the development of Falkirk's Rapid Rehousing Transition Plan (RRTP). The Falkirk Draft Rapid Rehousing Transition Plan 2019 – 2024 was provided as an appendix to the report.

All local authorities should prepare a RRTP which should take a housing led approach toward rehousing people that had experienced homelessness ensuring that they reached a settled housing option as quickly as possible. The Scottish Government set out guidance in June 2018 to assist local authorities in developing their RRTPs by December 2018. The RRTP guidance stated that local authorities, health and social care partnerships and housing providers should work collaboratively to develop, implement and resource their RRTP's in their area. In line with national guidance, the first draft of Falkirk's RRTP was submitted to the Scottish Government on 21 December 2018.

The Council would provide secure and permanent homes with an intensive wrap around person centred support, "Housing First" would assist individuals to resettle quickly into a community and start to rebuild their lives. This would be achieved by developing a multi agency approach to address their issues while providing a secure and permanent home.

In Falkirk it was estimated that there would be around 51 individuals who would be suitable for the housing first programme potentially achieving savings of around £1,377,816 across multiple services each year. An RRTP Strategic Steering Group would be established to assist with introducing Housing First and Rapid Rehousing to the Falkirk area. The group would

have a strategic membership including a representative of the HSCP to ensure that the RRTP achieved its objectives.

Decision

The Integration Joint Board noted:-

- 1) Falkirk's 5 year Draft Rapid Rehousing Transition Plan, and**
- 2) that the Head of Housing would provide further update reports.**

IJB14. Amended IJB Programme of Meetings 2019

The Integration Joint Board considered a report by the Chief Officer presenting an amended timetable of meetings for 2019. The Board approved a programme of meetings for 2019 at its meeting on 5 October 2018. Since then there had been changes required to the timetable in response to emerging business demands. A revised programme of meetings was set out.

Decision

The Integration Joint Board noted the amended timetable of meetings for 2019.

IJB15. Minutes of Committees and Groups

Decision

The Integration Joint Board noted the minutes of Committees and Groups.

IJB16. Valedictory Remarks

The Integration Joint Board noted the upcoming retirement of Joe McElholm, Head of Social Work Adult Services and expressed its gratitude to him for the positive impact he had had on the Service particularly in shifting the focus toward community based services and wished him well in the future.