

Agenda Item 3

Minute



Draft

Minute of meeting of the Integration Joint Board held remotely on Friday 18 March 2022 at 9.30 a.m.

Voting Members: Robert Bissett
Fiona Collie (Vice Chair)
Stephen McAllister
Michelle McClung (Chair)
Cecil Meiklejohn

Non –voting Members: Margo Biggs, Service User Representative
Patricia Cassidy, Chief Officer
Sara Lacey, Chief Social Work Officer
Victoria McRae, Third Sector Interface
Morven Mack, Carers Representative
Andrew Murray, Medical Director
Roger Ridley, Falkirk Council Staff Representative
Jillian Thomson, Chief Finance Officer

Also Attending: Andrea Brown, HSCP Procurement Adviser
Frank Donnelly, Carers Representative (Substitute)
Jack Frawley, Team Leader - Committee Services
David Keenan, HSCP Governance Support Officer
Calum MacDonald, Performance and Quality Assurance Manager
Colin Moodie, Chief Governance Officer
Lorraine Scott, HSCP Support Officer
Arun Singh, Depute Chief Social Work Officer
Paul Surgenor, Communications Officer
Martin Thom, Head of Integration
Suzanne Thomson, Senior Service Manager
Gail Woodcock, Head of Integration

IJB49. Apologies

There were apologies from Gordon Johnston, Cathie Cowan, Kenneth Lawrie and Robert Clark.

IJB50. Valedictory Remarks

The Chair welcomed Councillor Robert Bissett, who had been appointed as a voting member by Falkirk Council, to his first meeting.



The Chair led the Board in thanking Morven Mack, Angela Wallace and Jillian Thomson who would all be stepping down from the Board. The Board noted with thanks their contributions and wished them well in their future endeavours.

IJB51. Declarations of Interest

There were no declarations of interest.

IJB52. Minute

Decision

The Integration Joint Board approved the minute of meeting held on 19 November 2021.

IJB53. Action Log

Decision

The Integration Joint Board noted the Action Log.

IJB54. Chief Officer Report

The Integration Joint Board considered a report by the Chief Officer which provided an update on current developments within the Falkirk Health and Social Care Partnership (HSCP). The report also provided an update on the ongoing Covid-19 pandemic response.

The report provided information on the following matters:-

- Responses to the Covid-19 pandemic;
- Health and Social Care Partnership update including IJB arrangements for Forth valley wide health services, the Winter Pressures collaborative, mental health and wellbeing in primary care services, changes to the law regarding fire and carbon monoxide detections, HSCP carer and service user involvement and the Health Inequalities and Wellbeing Fund;
- The Joint Inspection of Adult Support and Protection Arrangements;
- The Falkirk Community Hospital Master Plan and Governance Arrangements;
- Home Support and Supported Living Framework update;
- Scottish Government analysis of responses to the National Care Service consultation;
- The Integrated Workforce Plan 2022-2025, and
- IJB Financial update.

Decision

The Integration Joint Board agreed to:-

- (1) continue to delegate authority to the Chief Officer, to be reviewed at the Board meeting in June 2022;**
- (2) extend the current Home Support and Supported Living contract for an additional six months to the end of March 2023, and**
- (3) delegate authority to the Chief Officer to take appropriate action following the exploration work on the potential to bring additional providers onto the current framework.**

IJB55. Finance Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided a summary of the financial position for the nine-month period ended 31 December 2021, including the projected forecast outturn for the year. The report detailed that a net overspend of £0.527m was reported as at 31 December 2021. This overspend was primarily the result of ongoing pressure within set aside and primary care services. There was no change to the forecast outturn which remained at breakeven.

The overall annual budget for the financial year 2021/22 amounted to £254.122m, which comprised of £223.603m in respect of the integrated budget and £30.519m in respect of set aside. This represented an increase of £6.593m compared to the £247.529m budget that was reported to the Board in November due to several additional in-year funding allocations, budget transfers and reserve movements.

The key issues relating to performance for the year to date included:-

- Large hospital services;
- Primary healthcare services;
- Community healthcare services, and,
- Social care services.

The additional costs associated with Covid-19 submitted to the Scottish Government were estimated at £8.433m. This was due to ongoing expenditure which related to PPE, financial sustainability support for external Social Care Providers and independent Primary Care contractors, infection prevention and control expenses and increased temporary staffing costs to cover employee absence due to Covid sickness and self-isolation requirements. The final return for 2021/22 would be submitted to the Scottish Government on 22 April 2022. The existing IJB Covid reserve of £6.397m would be utilised to meet those costs in the first instance.

Additional Covid funding of £15.536m had been allocated by the Scottish Government for 2021/22 to meet all additional costs, including under delivery of savings. This was £13.500m more than was requested for 2021/22. The Scottish Government had stipulated that if the funding was not fully utilised, any remaining balance must be carried forward through an earmarked Covid reserve in 2022/23. In the first instance, any unused balances from 2021/22 would therefore be used to meet ongoing additional costs incurred in 2022/23. The Board was asked to approve the use of excess Covid reserves to support the ability to recover, reduce unscheduled care and improve outcomes.

The forecast projection suggested a net overspend of £0.193m would be incurred by 31 March 2022. However, it was envisaged that the projected year end overspend could be managed locally to deliver a break even position by 31 March 2022.

Decision

The Integration Joint Board:-

- (1) noted the year to date overspend of £0.527m reported as at 31 December 2021;**
- (2) noted that a breakeven position was expected to be achieved at 31 March 2022;**
- (3) approved the breakdown of the payments to Falkirk Council and NHS Forth Valley as per the Directions summary that was provided at appendix 1 to the report, and**
- (4) approved the suggested approach to excess Covid reserves to ensure that they would be deployed to reshape whole system services within the delegated accountabilities of the IJB, to support the ability to recover, reduce unscheduled care and improve outcomes. A business case would be developed and brought to a future IJB meeting for formal approval as outlined in section 5 of the report.**

IJB56. Budget Report 2022-2023

The Integration Joint Board considered a report by the Chief Finance Officer which provided an update to the Business Case that had been approved by the IJB in November 2021 and confirmed the opening budget for 2022/23. Following the confirmation of funding settlements and further negotiation with partners, the total opening budget proposed for 2022/23 was £255.922m.

All 2022/23 financial planning assumptions were updated to reflect the most recent position in terms of known inflationary pressures and a range of confirmed national policy commitments. As a result, a revised total funding gap of £5.155m was estimated for 2022/23. This represented an improvement compared to the £6.091m gap forecast in the original business case, largely due to the receipt of non-recurring funding that was provided by Falkirk Council.

Efficiency savings of £5.155m would need to be delivered to achieve financial balance. Savings proposals totalling £5.165m were identified and outlined in the report. Key themes related to residential care services, community hospitals, procurement and prescribing. However, it was recognised that just under half of the proposed schemes (48%) were considered as high risk in terms of deliverability.

It was noted that the ongoing financial impact of the Covid-19 pandemic was not included in the 2022/23 projections as this would continue to be dealt with separately, in line with Scottish Government guidance.

Decision

The Integration Joint Board:-

- (1) approved the opening budget for 2022/23;**
- (2) noted the budget gap of £5.155m and associated financial risk, and**
- (3) approved the efficiency savings plan to enable a balanced budget to be set for 2022/23.**

IJB57. HSCP Communications Update

The Integration Joint Board considered a report by the Communications Officer which provided a summary of communications activity undertaken between July – December 2021. It also provided examples of key service developments, website and digital channel performance, and media issues. The report was produced to demonstrate reporting metrics and content for proposed quarterly communications updates to the Board.

New quarterly communications updates would monitor the implementation of the Partnership's Communications Strategy, which had been agreed by the Board at its meeting in June 2021. As part of the strategy, the Partnership had established new channels and regular methods of communication, which included new social media platforms, regular blog posts, case studies, media releases, and internal briefings. Quarterly updates would summarise activity across these channels.

The report also included information on:-

- Media coverage from target publications;
- The promotion of local projects;
- Activity to support national communication projects;
- The partnership's social media channels;
- Work to build an integrated communications channel; and,
- Planned upcoming activity.

Decision

The Integration Joint Board:-

- (1) considered and commented on the content of the communications update, and**
- (2) approved the example report as the basis for future quarterly communication updates provided at all Board meetings.**

IJB58. Performance Monitoring Report

The Integration Joint Board considered a report by the Senior Service Manager which provided a summary of key performance issues and drew on a basic balanced scorecard approach with a focus on exception reporting. This supported the IJB to fulfil its ongoing responsibility to ensure effective monitoring and reporting of service delivery.

Decision

The Integration Joint Board:-

- (1) considered and commented on the content of the Performance Monitoring Report, and**
- (2) noted that appropriate management actions continued to be taken to address the issues identified through the Performance Monitoring Reports.**

IJB59. Hospital Readmission of Falkirk Residents within 28 Days of Discharge

The Integration Joint Board considered a report by the NHS FV Medical Director on Hospital Readmission of Falkirk Residents within 28 days of Discharge.

Public Health Scotland (PHS) released information to Health and Social Care Partnerships (HSCP) on a quarterly basis, known as the Core Suite of Integration Indicators. The report reviewed the outcomes under Data

Indicator 14 pertaining to the rate of readmissions for Falkirk residents in comparison with all HSCPs and the Scotland position.

The Board had noted, national figures against this indicator showed Falkirk residents who had had a hospital stay in any hospital across Scotland had a readmission rate of 163 out of 1000 admissions. This was the highest rate in Scotland and above the national position of 120 per 1000 discharges. Analysis over time, showed an increase in this position since 2019, which was when changes in how patients were coded in clinical assessment areas from outpatients to inpatients began. These areas had an approximate rate of 5% returning to clinical areas for further testing or treatment on a planned care model, known as Ward Attenders.

Ward Attenders were required to be recorded as Outpatients, however previous analysis showed a significant proportion were entered into the inpatient module. This had impacted data quality on the national inpatient dataset used to produce the Core Indicator Suite by PHS. All data quality issues highlighted in the report were on the agenda of the Information Quality and eHealth Learning Group, a multi-disciplinary group, consisting of Health and Social Care Partners, clinicians, clinical service managers, Health Records, eHealth and Information Services representatives, working with services to address data quality issues across the organisation.

Decision

The Integration Joint Board noted:-

- (1) the ongoing work of the Information Quality and eHealth Learning Group to improve the data quality and align definitions and eliminate data-based variation, and**
- (2) that a report to monitor readmissions performance would be presented to the IJB in 6 months.**

IJB60. Annual Report of the Chief Social Work Officer 2020 – 2021

The Integration Joint Board considered a report by the Chief Social Work Officer (CSWO) which provided an overview of how the statutory responsibilities had been fulfilled during 2020-21. CSWO's were required to submit an annual report in accordance with Scottish Government guidance.

This year, given the workload implications caused by the Covid-19 pandemic, the Scottish Government had proposed that a much-reduced template was completed to enable Chief Social Work Officers to present shortened reports for local governance structures. This was to ensure local reporting arrangements continued whilst having due regard to current pressures being experienced across the sector.

The report drew particular attention to the ongoing challenges of the Covid-19 pandemic and the impact on activities undertaken by the whole social work and social care system and highlighted the work of staff in continuing to deliver high quality services during the pandemic.

Decision

The Integration Joint Board:-

- (1) considered and commented on the contents of the CSWO's Annual Report, and**
- (2) acknowledged the commitment, skills and experience of social work staff in continuing to deliver high quality services during an unprecedented year.**

Stephen McAllister joined the meeting during consideration of the previous item.

IJB61. IJB Governance Update

The Integration Joint Board considered a report by the Senior Service Manager which provided an update on a range of governance matters relevant to the Board. These were:-

- Membership of the Board;
- Dates of future meetings;
- Meeting arrangements;
- Standing Orders;
- Code of Conduct;
- Climate change reporting, and
- Accessibility.

Decision

The Integration Joint Board:-

- (1) noted that Councillor Robert Bissett had been appointed as a voting member by Falkirk Council;**
- (2) agreed to change the June meeting date of the Board to Friday 10 June 2022;**
- (3) agreed to a Board development session to be held on 28 March 2022;**
- (4) noted that a further report would be submitted setting out proposals for future meeting arrangements;**

- (5) agreed the revised Standing Orders;
- (6) noted that the IJB Code of Conduct would be reviewed, and the proposed new Code presented to a future meeting;
- (7) noted the annual Climate Change report 2020/2021 had been submitted, and
- (8) noted that work was ongoing to determine the implications of legislation relating to accessibility.

IJB62. Approved Minutes of Meetings

The Integration Joint Board considered the following minutes of the committees and groups:-

Audit	18 June 2021 24 September 2021
Clinical and Care Governance	21 May 2021 27 August 2021 26 November 2021
Joint Staff Forum	29 July 2021 23 September 2021
Strategic Planning Group	29 October 2021

Decision

The Integration Joint Board noted the minutes of committees and groups.