

FALKIRK INTEGRATION JOINT BOARD

Minute of Meeting of the Falkirk Integration Joint Board held in the Learning Centre, NHS Forth Valley Royal Hospital, Larbert on Friday 4 December 2015 at 9.30am.

Voting Members:

Councillor Allyson Black, Falkirk Council (Chair)
John Ford, Non-Executive Member, NHS Forth Valley
(substitute)
Councillor Dennis Goldie, Falkirk Council
Councillor Linda Gow, Falkirk Council
Jim King, Vice Chairman, NHS Forth Valley (Vice-
Chair)
Alex Linkston, Chairman, NHS Forth Valley

Non-voting Members:

Margo Biggs, Service User Representative
(Substitute for items IJB20 to IJB25)
Sandra Burt, Staff Representative, Falkirk Council
Claire Crossan, Carer Representative
Leslie Cruickshank, GP Medical Representative
Tracey Gillies, Medical Representative
Jane Grant, Chief Executive, NHS Forth Valley
Tom Hart, Staff Representative, NHS Forth Valley
Karen Herbert, Third Sector Interface Representative
Kathy McCarroll, Chief Social Work Officer
Tracey McKigen, Interim Chief Officer
Martin Murray, Service User Representative
Mary Pitcaithly, Chief Executive, Falkirk Council

Officers:

Jack Frawley, Committee Officer, Falkirk Council
Jennifer Litts, Head of Housing, Falkirk Council
Liz McGhee, Service Manager, Falkirk Council
Colin Moodie, Depute Chief Governance Officer,
Falkirk Council
Susan Nixon, Service Manager, Falkirk Council
Kathy O'Neill, CHP General Manager, NHS Forth
Valley
Fiona Ramsay, Director of Finance, NHS Forth Valley
Bryan Smail, Chief Finance Officer, Falkirk Council
Karen Strang, Strategy & Development Co-ordinator,
Falkirk Council
Suzanne Thomson, Programme Manager – Health
and Social Care Integration

IJB13. Valedictory Remarks

The Chair stated that Tracey McKigen, interim Chief Officer, would be returning to her substantive post from 15 December 2015 and today was her last Integration Joint Board. Councillor Black thanked Ms McKigen on behalf of the Integration Joint Board for her contribution to the work of both the Transitional and Integration Joint Boards, and commended her leadership through a challenging transitional period. The members wished her well for the future.

IJB14. Apologies

Apologies were received on behalf of Julia Swan and Angela Wallace.

IJB15. Declarations of Interest

No declarations were made.

IJB16. Minute

Decision

The minute of meeting of the Integration Joint Board held on 6 November 2015 was approved.

IJB17. Matters Arising

None.

IJB18. Strategic Plan

The Integration Joint Board considered a report by the Interim Chief Officer providing an update on strategic planning arrangements. Appended to the report were the Housing Advice Note and Housing Contribution Statement. The Programme Manager – Health and Social Care Integration and the Head of Housing provided an overview of the report.

The Board asked how this work would be taken forward. Jennifer Litts stated that lots of the work would need to be completed jointly, she commented that housing resources would help to inform the Strategic Plan and noted that further work would need to be commissioned to get other important pieces of information. Stirling University was highlighted as an organisation which could assist with information gathering. She also advised that Housing would provide any information and data that it held which would be of use. In response to a question from the Board, she suggested that a short life working group could help to prioritise work. Members commented that a short life working group was a good idea. Suzanne Thomson advised that Housing were represented on the Strategic Planning Group. In terms of funding, Mary Pitcaithly suggested that some Integrated Care Funds could be considered to support this work.

Decision

The Integration Joint Board:-

- (1) noted the contents of the report, and**
- (2) approved the draft Housing Contribution Statement for consultation as part of the Strategic Plan.**

IJB19. Delayed Discharge

The Integration Joint Board considered a report by the CHP General Manager and the Head of Adult Social Care Services providing an update on progress with meeting the national target that no one who is ready for discharge should be delayed by more than 2 weeks. The CHP General Manager provided an overview of the report and an update on the most recent position of delayed discharges. It was important to understand the demand being placed on the hospital, extended lengths of stay for people in Choice Policy process, and the challenges of managing patients, and keeping people in the best care setting for their needs.

The Board asked what processes were in place for the monitoring of care homes. Mary Pitcaithly stated that there was a process for working with care homes to shorten the length of any moratorium. The Council was strongly involved with the Care Inspectorate to facilitate homes being re-opened. She commented on the impact of a period of bad publicity for a care home, as there was a long term impact on the willingness of families to use such a home even after issues have been addressed. She advised the Board that there was no cap to Falkirk Council funding in this area and that the issue was the availability of beds. Susan Nixon stated that contracts and commissioning were quickly involved to create an action plan with a home's owner where a moratorium is put in place but the owner needed to agree to Council involvement.

Decision

The Integration Joint Board noted the contents of the report.

Martin Murray, Service User Representative, left the meeting during consideration of the previous item of business.

IJB20. Closer to Home Presentation

The Integration Joint Board were provided with a presentation from the CHP General Manager and Susan Nixon on Delayed Discharges in Falkirk – Actions for Improvement, which covered:

- key issues;
- improving the discharge and guardianship/AWI processes;
- the Closer to Home model and its aims;
- the anticipated long term outcomes of Closer to Home;
- the benefits of the enhanced community team;
- building community capacity, and
- the Advice Line For You (ALFY) project.

The Board thanked Kathy O'Neill, Susan Nixon, Liz McGhee, Tracey Gillies and Leslie Cruickshank for their contributions and informative presentation. The members commented that it was important to be able to demonstrate the impact of the closer to home and Alfie projects and asked if there was enough baseline information available from which progress could be measured. Kathy O'Neill stated that there had been robust data collection in Bo'ness where ALFY had been piloted and this had allowed effective monitoring.

Members asked for the timescales regarding improvements to the guardianship process. Kathy O'Neill stated that there had been some educational work carried out with staff this year but that the major campaign was planned for spring 2016. Training was being co-ordinated with CVS Falkirk and in the meantime implementation of anticipatory care planning and Closer to Home would help in promoting the use of power of attorney.

The Board asked if there was joint training in place for nurses from Falkirk Community Hospital and social workers, as they were often dealing with the same patients and families it would be good if they understood each other's roles. Kathy O'Neill stated that a review of the admissions and discharge policy was being considered. Once the policy was refreshed, then there would be engagement with all staff and an opportunity to better understand roles and to strengthen the role of the discharge hub. It was important that staff understood how to access the additional short stay capacity at Summerford and Oakbank.

Members asked if there was training for staff to help families complete a power of attorney and encourage families to consider it more actively. Following discussion on the role of solicitors and the legal process around power of attorney, Colin Moodie confirmed that a solicitor was a required part of the process. He advised that officers would look into what proactive approach could legally be taken after the meeting. It was highlighted that the Falkirk and Clackmannanshire Carers Centre gave information to carers on what was needed to complete a power of attorney. Karen Herbert stated that the Forth Valley Adult Support and Protection Team had undertaken work in this area and advised that a local solicitor offered reduced rates for over 65s to complete a power of attorney.

Decision

The Integration Joint Board noted the presentation.

IJB21. Clinical Negligence and Other Risks Indemnity Scheme

The Integration Joint Board considered a report by the Interim Chief Officer seeking approval to apply for the IJB to become a member of the Clinical Negligence and Other Risks Indemnity Scheme (CNORIS). The Interim Chief Officer provided an overview of the report and highlighted that CNORIS was at this time the only insurance scheme available to IJBs.

The Board agreed that it was worthwhile to join the scheme while the risk was low and that the position could be reviewed in four years, which was the minimum period of commitment.

Decision

The Integration Joint Board agreed to apply to Scottish Ministers to join the Clinical Negligence and Other Risks Indemnity Scheme.

IJB22. Partnership Funding

The Integration Joint Board considered a report by the Director of Finance providing a summary of the financial resources available to the partnership and commitments agreed to date. The Director of Finance provided an overview of the report.

Members commented that reports must be provided to the Board on time so that there was adequate time to consider their contents. They also highlighted that budget information needed to be made available as soon as possible.

The Board discussed the need to maintain clear oversight of financial commitments, this would be of particular importance as the Board may wish to finance additional projects in the near future. They commented that in the longer term Closer to Home should provide financial savings as the balance of care shifted to communities.

Decision

The Integration Joint Board noted the report.

IJB23. Draft Integrated Care Fund Mid-Year Report to Scottish Government

The Integration Joint Board considered a report by the Interim Chief Officer updating on the Scottish Government request for a mid-year progress report on the Integrated Care Fund and to seeking approval for the draft report, appended to the report, to be formally submitted. The Programme Manager – Health & Social Care Integration provided an overview of the report.

Decision

The Integration Joint Board approved the Draft Integrated Care Fund Mid-Year Report for submission to the Scottish Government.

IJB24. Health and Social Care Integration Programme Plan Update

The Integration Joint Board considered a report by the Interim Chief Officer providing an update on the programme of work required to implement the integration of health and social care. The interim Chief Officer provided an overview of the report.

Decision

The Integration Joint Board noted the report.

IJB25. Appointment of Chief Officer

The Integration Joint Board considered a report by the Chief Executive, Falkirk Council and the Chief Executive, NHS Forth Valley providing an update on the outcome of the Transitional Board Appointments Panel. The

Chief Executive, Falkirk Council provided an overview of the report and highlighted that recruitment to the Chief Finance Officer post was on-going.

Decision

The Integration Joint Board agreed to appoint Patricia Cassidy as Chief Officer.