

AGENDA ITEM

6

Title/Subject: Chief Officer Report
Meeting: Integration Joint Board
Date: 7 December 2018
Submitted By: Chief Officer
Action: For Decision

1. INTRODUCTION

- 1.1 The purpose of this report is to update members of the Integration Joint Board (IJB) on current developments within the Falkirk Health and Social Care Partnership (HSCP).

2. RECOMMENDATION

The IJB members are asked to:

- 2.1 note the Chief Officer submitted the Falkirk IJB Climate Change Duties Annual Report 2017 - 2018 to Sustainable Scotland Network
- 2.2 note the requirement to prepare a Records Management Plan for the IJB
- 2.3 remit the Chief Officer to submit the records management plan to the Keeper of the Records
- 2.4 note the Audit Scotland reports will be circulated for information through the IJB Information Bulletin
- 2.5 note the Leadership Team will consider the key findings from these reports and complete a self-evaluation and improvement actions as identified

3. BACKGROUND

- 3.1 The Board has previously agreed key areas of work that should be undertaken and the report provides an update on a range of activity.

4. INTEGRATION ARRANGEMENTS

4.1 Integrated Structures

A paper prepared by the Chief Executives of NHS Forth Valley and Falkirk Council is on the agenda at item 9.

4.2 Co-ordination Arrangements (previously referred to as hosting)

A joint workshop was held with the Clackmannanshire and Stirling IJB on 26 November 2018 to discuss co-ordination arrangements. This was supported by the Scottish Government. At the time of issuing this report, the outputs from the session were not available and a verbal update will be provided to the Board.

4.3 Support Services Agreement

The support services agreement is being considered alongside the discussions on the integrated structures. This will be finalised once there is clarity on the structure and the Partnership led co-ordinated services. This will ensure the HSCP has sufficient capacity to meet statutory requirements.

5. HSCP SERVICE UPDATES

5.1 Transitions

In 2015, work on transitions from Children to Adult services was commissioned by the Heads of Service for Children and Adult Social Work Services. This followed a period where the previous process for managing transitions had ceased to work effectively for a variety of reasons.

5.1.1 This work coincided with the publication nationally of three documents on effective transitions, which provide detailed material on the principles of a good transition, and methods of putting those principles into practice. The report concluded that this should be the basis for how transitions are managed in Falkirk. A model was proposed which involved the appointment of a Transitions Coordinator to oversee and manage the process, and chair a Transitions Co-ordination Group. In 2017, this approach was agreed by both Falkirk Council and the Integration Joint Board along with a commitment to joint fund the Transitions Coordinator post.

5.1.2 The Transitions Coordinator will work alongside social workers in children and adult services, who remain the case holders, to ensure that young people are identified early, and that plans are in place for a smooth and appropriate move in to adulthood.

5.1.3 The Transitions Coordination Group will be multi-service and multi-agency, and have authority to apply eligibility criteria and determine when and how cases transfer from children to adult services. It will also work closely with other services to oversee and develop resources for those young people not eligible for a formal service from adult services, and assist children's services to maximise opportunities for young people to develop independence in school and elsewhere. The group will operate in line with Principles of Good Transitions, and have joint membership from across children and adult services as well as health and other relevant professionals.

- 5.1.4 Funding has now been identified for the Transitions Coordinator Post from Education, Children and Families and Adult Services, and the job description is being finalised. This is likely to be set at coordinator/senior worker level given the need for the post holder to manage the process, and have authority to determine cases transfers. The job description work should be concluded early in 2019.
- 5.1.5 Due to the current inconsistent nature of transition planning for many young people, in the interim, adult services have ring fenced the time of a community care worker to plan for existing S5 and S6 young people and begin development of a transitions data base. Alongside this children's services are using Attainment Funding, which is aimed at closing the attainment gap, to fund a social worker post in Carrongrange School until 2021. Once in place, one aspect of the remit of this worker will be transitions not only into adult services but also from primary to secondary education.
- 5.1.6 The model developed will ensure smooth transition, providing a long term solution to recent issues. It should be operational in early 2019.
- 5.2 **Living Well Falkirk**
Living Well Falkirk launched in May 2018. It is a guided self management web based service that offers Falkirk citizens an opportunity to find support, advice and solutions regarding health and well being.
- 5.2.1 In the first 6 months total of 2171 sessions have been taken up. 34% of these sessions have been out with office hours which demonstrate a key value of the site. As one user noted "if you're feeling low or you don't sleep that's the time when you go on the App and find out what you can do, or how somebody can help you. Even if it's during the night or early in the morning".
- 5.2.2 The average age of Falkirk citizens accessing the website is 65 years old, showing that people in Falkirk in early old age are actively looking for early intervention solutions to maintaining their health and well being. Research underpinning the website indicates that prevention and early intervention strategies can mean that people stay independent for longer, leading to reducing their time receiving mainstream services and high levels of care.
- 5.2.3 To promote use of the website there have been several awareness raising public events over the past 6 months and an information leaflet is available NHS and Social Work offices as well as libraries and information hubs across Falkirk. Staff across the Falkirk Health and Social Care partnership, voluntary sector and library services have attended awareness raising and practitioner training sessions.
- 5.2.4 In one locality based Community Care Team alone, 70 callers to the duty system have been sign posted to Living Well Falkirk between May and September. This offered the person calling an alternative route to solving their issue rather than waiting on a list potentially for a lengthy period of time to be visited by an assessor. Work is underway to increase the positive impact of Living Well Falkirk and progress will be reported on an ongoing basis.

5.3 Homecare Review and Care Inspection Improvement Plan
The Homecare Review group continues to meet monthly and is making good progress with actions identified to redesign the homecare service.

5.3.1 The Care Inspectorate met with Homecare Managers on 12 November 2018 to assess progress with the inspection improvement plan to date. The service received positive feedback at this meeting and a follow up visit will take place in January 2019. It is anticipated the annual inspection of the service will be brought forward to March 2019.

5.3.2 The Board will be kept informed as this work continues.

5.4 Delayed Discharge
Performance in Delayed Discharge is included in the Performance Framework Report as a separate agenda item.

6. SERVICE PLANNING

6.1 Falkirk HSCP Strategic Plan
A report outlining the work to develop a refreshed Strategic Plan 2019 – 22 is a separate agenda item.

6.2 Winter Plan 2018 -19
The Chief Executive and Chief Officer received correspondence from the Scottish Government, which approves the publication of the Winter Plan. A copy of this is attached at Appendix 1 for information. This will now be published as required on NHS FV website.

6.3 Carers Strategy
Work is ongoing with carers to develop a new Carers Strategy from April 2019 – 2022. The process and timescales to prepare the new strategy is contained in the Carer's Act Implementation Update as a separate agenda item.

7. IJB FINANCIAL UPDATE

7.1 The Leadership Team has been meeting regularly, with separate meeting arrangements in place to cover financial issues. An update on the financial position is detailed as separate agenda item.

8. IJB GOVERNANCE

8.1 IJB Climate Change Report
The Board received a report in December 2017, setting out the responsibility as a public body to produce a Climate Change Report. This is under the Climate Change (Scotland) Act 2009.

- 8.1.1 As the Falkirk IJB has no responsibility for staff, and limited planning responsibility for buildings and fleet vehicles, the report submitted reflected this. It referred to the robust reporting arrangements in place by Falkirk Council and NHS Forth Valley information, contained within their reports.
- 8.1.2 There is also a requirement to submit an annual report to Sustainable Scotland Network. The Board is asked to note the Chief Officer submitted the Falkirk IJB Climate Change Duties Annual Report 2017 - 2018 on 24 October 2018. This ensures the Board is compliant with statutory timescales and requirements.
- 8.2 **IJB Records Management Plan**
Under the requirements of the Public Records (Scotland) Act 2011, the IJB is required to prepare a records management plan (RMP) setting out arrangements for the management of the authority's records.
- 8.2.1 The National Records of Scotland (NRS) has now written to the Chief Officer inviting us to submit our plan by 4 March 2019. The letter is attached at Appendix 2 for information.
- 8.2.2 Work has already started to develop the RMP and we will continue to engage with the Keeper's assessment team ahead of submission. The Board is asked to remit the Chief Officer to submit the plan to the Keeper of the Records.

9. PUBLICATIONS

- 9.1 **Audit Scotland Health and social care integration: update on progress**
The third report from Audit Scotland was published on 15 November 2018 and will be circulated through the IJB Bulletin for information.
- 9.1.1 The core message from the report is that while some improvements are evident in the delivery of health and social care services, Integration Authorities, councils and NHS Boards need to show a stronger commitment to collaborative working to achieve the long term changes required.
- 9.1.2 The report notes that responsibility for the success of integration does not rest with one organisation. It notes that financial planning is not integrated, long term or focused on the outcomes for the population. The Audit Scotland report further notes that:
- “Financial pressures across health and care services make it difficult for IA’s to achieve meaningful change. IA’s were designed to control some service provided by acute hospitals and their related budgets. This key part of the legislation has not been enacted in most areas.”*
- 9.1.3. The report highlights the need to get some pace behind the changes and that to do this some significant barriers need to be addressed including a lack of collaborative leadership; a high turnover in Integration Authority leadership teams; disagreement over governance arrangements; and, an inability or unwillingness to share data with

staff and the public.

9.2 **Audit Scotland Report: NHS in Scotland 2018**

The Auditor General for Scotland publishes an annual review of NHS in Scotland. The report was published on 25 October 2018 and sets out key facts and describes why immediate action is needed and what needs to change.

9.2.1 The report finds that performance continued to decline in 2017/18 and the NHS is not financially sustainable in its current form. Pressure is building in several areas, including major workforce challenges, rising drug costs and a significant maintenance backlog.

9.2.2 The full report will be circulated through the IJB Bulletin for information.

9.3 **Joint Inspection (Adults) Report**

The Care Inspectorate and Healthcare Improvement Scotland published their Joint Inspection report on the effectiveness on strategic planning in the Clackmannanshire and Stirling Partnership. This was published on 13 November 2018.

9.3.1 Inspectors looked at how well health and social care services are planned and commissioned across the area to achieve better outcomes for people. They also looked at how the Health and Social Care Partnership is planning to deliver services in the future.

9.3.2 The Leadership Team will consider the key findings from the Audit Scotland and Care Inspectorate reports to complete a self-evaluation and identify any improvement actions.

9.4 **Report on Delayed Discharge and Out Of Area Placements for people with a Learning Disability**

This report was commissioned by the Scottish Government in 2016 and published on 22 November 2018. The study was in response to concerns raised by the Mental Welfare Commission in their report "No Through Road". There was awareness that out of area placements and delayed discharge for individuals with complex care were not in the best interests of individuals or their families.

9.4.1 This report is the first time that a collective and comprehensive overview has been made available in Scotland on both the characteristics and circumstances of people with complex needs who are placed into care settings that are distant to their families and communities, or who remain in hospital settings beyond the clinical need of them to be there.

9.4.2 A priority within the national strategy "The keys to life" is that all adults with learning disabilities, including those with complex needs, experience meaningful and fulfilled lives. This includes where individuals live, as well as the services they receive. Some people with learning disabilities and complex needs are living far from home or within NHS hospitals and there is an urgent need to address this issue.

- 9.4.3 The Scottish Government looked specifically at the support provided to people with learning disabilities who have complex needs. The focus of the project was to identify the number of people involved, and also to suggest support solutions for individuals with learning disabilities who have complex needs, and who are either placed out-of-area, or are currently delayed in hospital-based assessment and treatment units.
- 9.4.4 The conclusions and recommendations identified in this report should be viewed in the context of a human rights approach and in line with the following principles:
- maximising choice and control
 - prevention and early intervention
 - a whole life approach.
- 9.5.5. Recommendations are grouped under three key themes: the first five are for Integration Authorities/Health and Social Care Partnerships, and the remaining recommendations are for the Scottish Government.
- Theme One: Strengthening Community Services
 - Theme Two: Developing Commissioning and Service Planning
 - Theme Three: Workforce Development in Positive Behavioural Support
- 9.5.6. A new integration framework for Keys to Life is expected to be published early next year. A further report will be presented to the Board when this has been published.

10. CORRESPONDENCE

- 10.1 **Petition PE1704: Improve targets and outcomes for autistic people in Scotland**
Local Authority Chief Executives received a request from the Public Petitions Committee to provide their views on the action called for in the above petition. This called on the Scottish Parliament to urge the Scottish Government to ensure that an agenda of real and meaningful change for autistic people is pursued by introducing the following targets and outcomes by 2021:
- that every person in Scotland going through an autism diagnostic procedure will be assessed within a calendar year and receive a statutory services assessment from a qualified social worker as an integral part of this process, within twelve months from the date of their initial referral
 - that children with autism in mainstream schools will have their assessed needs for classroom support met by an Additional Support for Learning (ASL) assistant with a recognised autism qualification as part of a mandatory registration process for ASL professionals
 - that young adults with autism will have a statutory right to specialist support from their local authority up to the age of 25
 - that an Autism Act will be in place within the next 5 years to enshrine specific rights and services for autistic people in our legal system.

- 10.1.1. The Public Petitions Committee considered the above petition at its meeting on 27 September 2018. At this meeting, the Committee noted that local authorities in Scotland have different approaches to the way in which young people with autism are supported.
- 10.1.2. The response submitted by Falkirk Council, including Adult Social Work Services is attached at Appendix 3 for information.

11. **CONCLUSIONS**

The report summaries the range of work being taken forward on a collaborative and strategic approach that will continue to address the range of issues facing the partnership and to improve outcomes for service users and carers in Falkirk.

Resource Implications

The Chief Finance Officer will continue to report through the IJB financial reports to the Board.

There remains commitment from all partners to ensure the Partnership meet its statutory obligations under the Public Bodies (Joint Working) (Scotland) Act 2014 and the ongoing commitment will be confirmed in a future report to the Board on the Support Service agreement and the integrated structure.

Impact on IJB outcomes and priorities

The ongoing work is designed to deliver the outcomes described in the Strategic Plan.

Legal and Risk Implications

The IJB is required to be compliant with the Public Bodies (Joint Working) (Scotland) Act 2014 and the Falkirk IJB Integration Scheme.

Consultation

Stakeholders will be involved as required.

Equalities Assessment

There will be appropriate consideration of the equalities implications and equalities impact assessments as required for work noted in this report.

Approved for submission by: Patricia Cassidy, Chief Officer

Author – Suzanne Thomson, Programme Manager Falkirk HSCP

Date: 27 November 2018

Health Workforce, Leadership & Service Transformation Directorate
Shirley Rogers, Director



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To:

1. Chief Executive, NHS Forth Valley
2. Chief Officers, Forth Valley HSCPs

Cc:

1. Chair, NHS Forth Valley
2. Chairs, Forth Valley HSCPs

22 November 2018

Dear Colleague

WINTER PLANS 2018-19

Thank you for lodging your winter plan which has now been reviewed against the priority actions for local systems this winter as set out by the Cabinet Secretary:

- Clear alignment between hospital and social care
- Appropriate levels of staffing to be in place across the whole system to facilitate constant discharge rates across weekends and holiday periods
- Local systems to have detailed demand and capacity projections to inform their planning assumptions
- Maximise elective activity over winter – including protecting same day surgery capacity

The Cabinet Secretary is now content for you to publish your winter plan. This should now be published as a standalone document on your Boards website and should include the preface you provided which has been replicated in the annex.

Boards are asked to send a link to their published plan to the Scottish Government's [Winter Planning Team Mailbox@gov.scot](mailto:Winter_Planning_Team_Mailbox@gov.scot) once it is available.

I very much appreciate the effort that has gone into preparing this year's winter plans and we will continue to support you throughout the winter period.

Yours sincerely

Shirley Rogers

Annex: Winter Plan – Preface

NHS Forth Valley

Summary Of Winter Plan Expenditure

	£'000	Timeline	Benefits
Maximising Admission Avoidance			
Community AHP weekend enhancement	29	December to March 2019	Community rehab / Reach team. Additional AHP workforce will provide additional capacity within the community to ensure patients are supported to remain at home and be supported to return home from hospital.
Community Nursing & AHP Additionality	88	December to March 2019	Community rehab / Reach team. Additional AHP workforce will provide additional capacity within the community to ensure patients are supported to remain at home and be supported to return home from hospital. Community nursing additional posts for winter period to enable to support to patients to remain at home and to be supported at home following discharge from hospital.
Frailty Clinic/ Front Door at FVRH	68	November to March 2019 - extension to 7 day working	This investment for winter will enable the consistent approach to frailty screening and geriatric assessment at the front door to be extended to weekends and extended from 8 to 12 hours on week days. Currently provided on a 9.00am to 5.00pm basis over 5 days, this has successfully assessed around 40-45% of frail patients presenting at the front door. Extending this model this winter to 12 hours per day service over 7 days, should increase the percentage of frail patient assessed to closer to 100%. This will require access to timely social care packages over 7 days and AHP input, to enable alternatives to admission.
Improving Hospital Flow			
Discharge Co-ordinators	8	January to March 2019	This will extend the availability of discharge coordinators to the weekend in order support improvements in relation to patient discharges.
Improving Discharge			
Point of Care Flu testing (Also Admission avoidance)	65	January to March 2019	Following the evaluation of a successful pilot to test for influenza at the front door (Point of Care Testing) last winter, near patient testing will be in place in ED for winter 2018/19. The equipment has been procured and the testing algorithm will be updated.

	£'000	Timeline	Benefits
Rehab Redesign	20		Redesign rehabilitation to support early discharge.
Falkirk Social Care Discharge to Assess and Clacks and Stirling care at home and intermediate care	117	October to February 2019	Falkirk – enhance the Discharge to Assess service for winter with the target of achieving zero delays for care packages. Clackmannanshire & Stirling – contribute towards the following: <ol style="list-style-type: none"> 1. Hold 7 beds in Ludgate House and 7 beds in Strathendrick House for crisis care and emergency respite to enhance intermediate care capacity. 2. Contribute towards funding for an additional Quickstep service to cover the Clackmannanshire locality. 3. Seek additional care provider to work with re-ablement teams to ensure a steady flow of hospital discharges.
Maximising Workforce			
Additional ED Capacity (Nursing & AHP/Fastrack)	73	December to March 2019	Additional AHPs are required for FVRH to support the ED Fastrack service, supporting patients to be discharged from ED on the same day where possible or the following day, with assessment and support put in place to enable a home first approach. This will also provide a more robust and sustainable Fastrack service over 7 days. Additional nursing posts are to enhance ED capacity over the winter months,
Respiratory / COPD extended nurse service	36	October to March 2019	Six month pilot will take place this winter with the specialist respiratory nurses working in conjunction with the Enhanced Care Team (Closer to Home) to provide early supported discharge for people with COPD on a 7-day basis. The Respiratory Team will also work with the Enhanced Care Team to review and streamline local pathways to minimise duplication, help to prevent admissions and support discharge for people with an established diagnosis of COPD.
Availability of Support Services			
Communications	5		Funding to support the communication plan: <ul style="list-style-type: none"> • to ensure the general public are aware of local health service arrangements throughout the winter period, and know where to turn to for health service information and advice. • to raise awareness of the flu campaign and encourage children, people in the eligible groups and local healthcare staff to take up the offer of vaccination.

	£'000	Timeline	Benefits
			<ul style="list-style-type: none"> to ensure national winter campaigns, key messages and services are promoted effectively to ensure staff are informed about preparations for winter, local service arrangements and advice for patients to manage the response to increased media interest and provide reassurance that appropriate plans and contingency arrangements are in place to manage demand
TOTAL	509		
Funding Available			
SGHSCD Winter Plan Funding	509	SGHSCD	Letter dated 31.8.18

Patricia Cassidy (CEO)
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Dear Patricia

November 2018

Records Management Plan: Invitation to Submit Falkirk Integration Joint Board

One of my functions as Keeper of the Records of Scotland, as set out in section 1(1) of the Public Records (Scotland) Act 2011 (the Act), is to assess, with a view to agreeing, the records management plans (RMPs) of named public authorities.

Section 4(1) of the Act states that “an authority must submit its proposed records management plan to the Keeper for agreement by such date as the Keeper may determine.”

I have prepared an assessment programme for 2018 and I am now writing to invite you to submit your authority’s RMP under that programme.

I have sought to minimise the burden on public authorities when developing, in cooperation with public sector colleagues, the invitation to submit process.

Your RMP must be submitted to me no later than **4th March 2019**.

The period between now and the date of submission should allow sufficient time for staff from my implementation team to engage in advance with your authority. This discussion will, in the first instance, be with the person identified by you as having day-to-day operational responsibility for records management within the authority. The main purpose of this period of dialogue is to help offer advice on any areas of records management that may not yet be in full compliance with what is expected of RMPs under the Act and therefore in need of further development. It will also more generally assist the submission process of your RMP.

I should be grateful if, as soon as possible, you would provide me with contact details for the person designated as having records management responsibility for your authority. You can respond to, public_records@nrscotland.gov.uk or contact the NRS implementation team on 0131 535 1418.

On receipt of your RMP the implementation team will begin the assessment process, considering each element of the RMP against all the accompanying evidence. I regard the assessment as an opportunity to highlight good practice, as well as perhaps helping us identify areas of current provision that may benefit from improvement.

On completion of the assessment, a report will be produced and submitted to you. It will indicate whether I agree the plan or am returning it. You will, of course, have an opportunity to comment on my report before it is published on the NRS website.

I look forward to receiving your RMP and to engaging with your staff in what will, I'm sure, prove to be a productive and mutually beneficial process.

In the meantime, I look forward to hearing from you with details of the responsible person within your authority.

Yours sincerely

Laura Mitchell | Director of Information and Records Services and Deputy Keeper of the Records of Scotland

Falkirk HSCP Response to Petition [PE1704](#)

That every person in Scotland going through an autism diagnostic procedure will be assessed within a calendar year and receive a statutory services assessment from a qualified social worker as an integral part of this process, within twelve months from the date of their initial referral.

This question is best answered by the NHS as the assessment and diagnosis process is coordinated and overseen by them. Council staff such as Educational Psychologists, social workers and school staff contribute to the multi-agency assessment process, when it is relevant and from their area of expertise. This comment is provided in that context.

The assessment and diagnostic process can, for some children, be straightforward and is already completed within a calendar year. However, there are many children for whom the nature of their difficulties require a longer assessment period, including periods of intervention through an ongoing cycle of assessment, plan-do-review. Mandating that the assessment and diagnostic process is completed within a calendar year is likely to provide these children with incomplete or inaccurate assessments. This does not mean that the children are provided with an inadequate service. Far from it. These children often receive the most intensive forms of assessment support and care. It is our view that clinical judgment is required in determining the duration of the assessment period.

It is also our view that professional judgement is required to consider for each child or adult the appropriate professionals to become involved. This is in line with Getting it Right for Every Child. It is unhelpful to mandate that all children require a specific service such as a social work assessment.

Our view is that a similar level of service and provision for adults and children would be beneficial, and that professional judgment is required on the duration of the assessment for the benefit of the adult or child that is the ultimate service user.

That children with autism in mainstream schools will have their assessed needs for classroom support met by an ASL assistant with a recognised autism qualification as part of a mandatory registration process for ASL professionals.

Children with autism have a variety of support needs, not all of whom require the specified type of support in this petition. Falkirk Council agrees that all staff working with children with autism benefit from training on autism as well as other Additional

Support Needs, child development and barriers to learning. A training programme and scheme for workforce development needs to be far more sophisticated than what might be conceived of in a mandatory registration process. Support from Scottish Government would be welcome in ensuring that the workforce for children are skilled and competent in working with children with Autism, including the assistants that work in mainstream classes and schools.

That young adults with autism will have a statutory right to specialist support from their local authority up to the age of 25.

Young adults with autism already have the right to have a community care assessment and to have any eligible needs met. Any support that they receive would be “specialist” by nature as their would be a requirement for staff within health and social care to design a specific plan around any support required.

That an Autism Act will be in place within the next 5 years to enshrine specific rights and services for autistic people in our legal system.

It is difficult to comment on the benefits of a specific Act for this group of our population which is estimated at approximately 1%, without seeing what would be the contents of it. The rights of autistic people are important, although it is difficult to see what benefit legislation for this group within the population will achieve that cannot be achieved through legislation that benefits the rights and services for children and adults with other disorders, disabilities or differences.