

Agenda Item 4

Minute



Draft

Minute of meeting of the Integration Joint Board held remotely, on Friday 19 June 2020 at 2.00 p.m.

Voting Members:

Allyson Black
Fiona Collie (Chair)
Gordon Johnston
Stephen McAllister
Michelle McClung (Vice Chair)
Cecil Meiklejohn

**Non –voting
Members:**

Margo Biggs, Service User Representative
Patricia Cassidy, Chief Officer
Robert Clark, NHS Forth Valley Staff Representative
Cathie Cowan, Chief Executive, NHS Forth Valley
David Herron, GP Medical Representative
Jen Kerr, Third Sector Interface
Kenneth Lawrie, Chief Executive, Falkirk Council
Morven Mack, Carers Representative
Andrew Murray, Medical Director
Roger Ridley, Falkirk Council Staff Representative
Ania Sandland, Third Sector Representative
Jillian Thomson, Chief Finance Officer
Angela Wallace, Nurse Director

Also Attending:

Stuart Cumming, Associate Medical Director for Primary Care
Jack Frawley, Team Leader - Committee Services
Colin Moodie, Chief Governance Officer
Lorraine Patterson, Head of Integration
Lorraine Scott, Support Officer
Suzanne Thomson, Senior Service Manager (Planning & Performance)

IJB1. Apologies

Apologies were intimated on behalf of Sara Lacey.

IJB2. Declarations of Interest

There were no declarations of interest.



IJB3. Minute

Decision

The Integration Joint Board approved the minute of meeting held on 20 March 2020.

IJB4. Rolling Action Log

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 which updated members on recent developments within the Partnership. This included, in particular, a focus on the Covid-19 pandemic response.

Decision

The Integration Joint Board:-

- (1) noted the content of the report and the work in response to the impact of Covid-19;**
- (2) agreed to continue to delegate authority to the Chief Officer, to be reviewed at the Board meeting in September 2020; and**
- (3) noted the update on reports expected to the June Board meeting and that they would be presented to a future meeting.**

IJB6. Finance Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided the 2019/20 financial outturn and a high-level summary of the 2020/21 financial position, including new and emerging risks, progress to deliver efficiency savings and consideration of the future use of reserves.

In line with previous years, a risk sharing agreement was reached for 2019/20 in respect of the integrated budget. This resulted in both Falkirk Council and NHS Forth Valley making an additional payment to the IJB in order to deliver an overall breakeven position on the specific services

delegated to them. NHS Forth Valley continued to manage financial risk in relation to the set aside budget.

An interim budget remained in place for 2020/21 pending further work to identify additional efficiency savings in order to deliver a balanced position. Several new and emerging risks were identified including pressures arising from implementation of the living wage, GP prescribing issues, Falkirk Community Hospital pay costs and the ongoing impact of COVID 19, particularly in terms of savings delivery.

It was critical that savings were delivered in full. Work was underway to reassess the 2020/21 savings plan and identify additional and/or alternative initiatives to mitigate risk of non achievement.

Decision

The Integration Joint Board:-

- (1) noted the 2019/20 outturn and risk sharing agreement;**
- (2) noted the interim 2020/21 budget position and forthcoming detailed financial review based on the first quarter results;**
- (3) noted the work to reassess the existing savings plan, including identification of alternative proposals, to ensure efficiency targets were achieved in year;**
- (4) approved the recommendation to conduct a review of community bed-based care services to accelerate delivery plan actions and associated savings, and**
- (5) agreed to conduct an in-depth review of reserves and to receive an investment strategy at the next meeting.**

IJB7. Unaudited Annual Report and Accounts 2019-20

The Integration Joint Board considered a report by the Chief Finance Officer which presented the 2019/20 unaudited annual accounts for consideration. The Regulations required that the IJB gave public notice of the rights of individuals to inspect the unaudited accounts within a specified 3 week timeframe. During the 3 week period, individuals may lodge an objection to the unaudited accounts, or to any part of the accounts.

Public Notice was given on 4 June 2020 and the statutory three week public inspection period commenced from 19 June 2020. Due to the ongoing impact of the covid-19 pandemic, the accounts were not available for physical public inspection in hard copy. Public inspection would be electronic only.

The unaudited accounts would be lodged with the External Auditor on 22 June 2020. The formal audit process must be completed, and the audited accounts approved by 30 September 2020. The audited accounts would be presented for final approval to the Audit Committee on 25 September 2020.

Decision

The Integration Joint Board:-

- (1) considered the unaudited annual accounts;**
- (2) noted the public inspection period, and**
- (3) noted that the unaudited annual accounts would be submitted to the IJB's External Auditor by the statutory deadline of 30 June 2020.**

IJB8. Internal Audit Annual Assurance Report

The Integration Joint Board considered a report by the Chief Finance Officer which provided overall assurance on the IJB's arrangements for risk management, governance, and control, based on Internal Audit work undertaken and reported during 2019/20.

In line with normal practice, the Audit Committee would have received the internal audit annual assurance report to consider any recommendations and actions, with this being monitored and implemented as required. However, the cancellation of meetings in response to the COVID-19 pandemic had impacted on the timescales and process. The internal audit annual assurance report would be presented to the Audit Committee when it next met.

Decision

The Integration Joint Board noted:-

- (1) that sufficient Internal Audit work was undertaken to support a balanced assurance, and**
- (2) the substantial assurance on the IJB's arrangements for risk management, governance, and control for the year to 31 March 2020.**

IJB9. Remobilise, Recover and Redesign

The board considered a report by the Chief Officer which provided a high-level overview of the HSCP mobilisation in response to the Covid-19 pandemic. It outlined the key elements for recovery and the potential opportunities for redesign, within the context of the delivery of the National Framework, the IJB Strategic Plan and national policy and guidance.

Recovery would require acceleration of some elements of the plan. The whole system approach would address inequality and strengthen community based care through improved care pathways, review of the community bed base and shifting the balance of care. It required strong financial stewardship and bold decisions to reframe services and commission support to improve wellbeing. The report sought in principle agreement to sustain successful elements of the Covid-19 response.

Decision

The Integration Joint Board:-

- (1) agreed the key priorities and actions for recovery and redesign;**
- (2) agreed to jointly fund the short term appointment of two Geriatricians with Clackmannanshire and Stirling HSCP and NHS Forth Valley. The Falkirk contributions to be funded initially from non-recurring leadership funding if required to sustain the Enhanced Community Team (ECT) approach, and**
- (3) agreed that the Chief Officer work with the Clackmannanshire and Stirling Chief Officer, Director of Acute Services and the Clinical Director Aging and Health to progress the proposed ECT model and clinical support by re-profiling existing resources including partnership funding and review of community bed base.**

IJB10. Residential Short Breaks During Covid-19 Pandemic: Expansion of Provision at Thornton Gardens

The Integration Joint Board considered a report by the Head of Integration which sought to temporarily change the facility to provide accommodation for both older and younger adult service users, and to increase the number of units from 4 to 14. The Care Inspectorate had awarded a temporary change to registration to accommodate this.

There was increased demand pressure to provide short breaks, particularly as a means to relieve carer stress. The change to provision

would enable the Partnership to offer planned and emergency short breaks in a specialist, dedicated facility and thereby reduce or remove the need for short break placements to take place within residential care homes, thereby minimising risks in respect of COVID-19.

Decision

The Integration Joint Board:-

- (1) agreed the temporary change in use for the premises at Thornton Gardens to cover both younger and older adult age groups;**
- (2) agreed to expand provision from 4 to 14 beds for a period of 6 months to accommodate increased demand for short breaks provision whilst reducing the need to use residential care home placements, and**
- (3) requested an additional report at a later date reviewing the benefits of the provision and outlining recommendations for the future and on-going use of the premises at Thornton Gardens.**

IJB11. Covid-19 Update Report – Care Homes

The Integration Joint Board considered a report by the Head of Integration which provided an overview of the response to Covid-19 to support care homes in Falkirk. In response to the pandemic the Partnership had built on established arrangements and procedures with the care home sector with a localised, clear, concise approach to care delivery taking account of all the relevant national guidance.

Decision

The Integration Joint Board noted the good integration working that had successfully supported care homes during the ongoing Covid-19 challenges.

IJB12. Primary Care Improvement Plan: Iteration 3

The Integration Joint Board considered a report by the Associate Medical Director on the Primary Care Improvement Plan. Iteration 3 of the Primary Care Improvement Plan (PCIP) reported on progress toward implementation of the new General Medical Services (GMS) contract.

All priorities outlined in PCIP Iteration 2, year 2, were delivered and remained on track despite the significant disruption of Covid-19.

Progress included delivery of more than 3,500 consultations and in excess of 2,500 acute prescription authorisations being redirected to additional professional roles in general practice on a weekly basis.

PCIP: Iteration 3 proposed to maintain the plan and pace from iteration 2. Full delivery of the PCIP remained over the four year funding timeline. This meant that some final commitments remained on trajectory for delivery immediately post April 2021.

Decision

The Integration Joint Board:-

- (1) agreed the Primary Care Improvement Plan Iteration 3, subject to the tripartite statement from the GP Local Medical Committee, Clackmannanshire and Stirling IJB and NHS FV Board;**
- (2) noted that the draft plan required to be submitted to the Scottish Government by 23 June 2020, and**
- (3) noted that the government had rejected a business case for additional PCIP funding, and that full delivery of the Primary Care Improvement Plan continued to exceed the indicative recurring funding provided by circa £1.3m, in total, across both partnerships.**

IJB13. Performance Monitoring Report

The Integration Joint Board considered a report by the Senior Service Manager which presented performance information for March 2019 – March 2020. The report provided a summary of key performance issues and drew on a basic balanced scorecard approach with a focus on exception reporting. The impact of the covid-19 pandemic on services and management information reporting was not reflected in this report. The Board would have such information included in future reports.

The report focused on local performance indicators and data, which provided a year on year comparison which included information on delayed discharges and Emergency Department performance. The key performance issues raised were:-

- ED Performance against the 4 Hour Access Standard
- Rate of ED Attendances
- Delayed Discharge
- Complaints – Falkirk Council Social Work Adult Services
- Complaints – NHS Forth Valley
- Attendance management – Falkirk Council Social Work Adult Services

- Attendance management - NHS Forth Valley
- The number of people who had a community care assessment or review completed.

Decision

The Integration Joint Board noted the report and that appropriate management actions continued to be taken to address the issues identified.

IJB14. Committee Appointments

The Integration Joint Board considered a Report by the Chief Governance Officer which invited the Board to appoint a voting member from NHS Forth Valley to each of the Audit and Clinical and Care Governance Committees and to appoint a Chairperson for each body.

Decision

The Integration Joint Board:-

- (1) appointed Gordon Johnston to the Audit Committee;**
- (2) appointed Stephen McAllister to the Clinical and Care Governance Committee;**
- (3) appointed Gordon Johnston as Chairperson of the Audit Committee, and**
- (4) appointed Councillor Collie as Chairperson, and Stephen McAllister as the Vice-Chairperson, of the Clinical and Care Governance Committee.**