



Minutes of a meeting of the Health & Social Care **Integration Joint Board** held on Tuesday 17 December 2019 at 10.00am in the Council Chamber, Scottish Borders Council.

Present:

(v) Dr S Mather (Chair)	(v) Cllr J Greenwell
(v) Mr M Dickson	(v) Cllr S Haslam
(v) Cllr T Weatherston	(v) Mrs K Hamilton
(v) Cllr E Thornton-Nicol	(v) Mr J McLaren
(v) Mr T Taylor	Mr R McCulloch-Graham
Mr S Easingwood	Dr T Patterson
Dr C Sharp	Dr K Buchan
Mrs N Berry	Mr M Porteous
Miss V Macpherson	Mrs J Smith
Mr N Istephan	Mrs L Gallagher

In Attendance:

Mr R Roberts	Mrs C Gillie
Mr D Robertson	Ms S Bell
Mr G McMurdo	Miss I Bishop
Mrs J Stacey	Miss L Ramage

1. Apologies and Announcements

Apologies had been received from Cllr David Parker, Mrs Tracey Logan, Cllr Shona Haslam and Mr David Bell.

The Chair confirmed the meeting was quorate.

The Chair welcomed members of the public to the meeting.

2. Declarations of Interests

The Chair sought any verbal declarations of interest pertaining to items on the agenda.

Mr Malcolm Dickson declared, in the interest of third party charges as part of item 5 on the agenda, a family relation was a board member of the Northumberland Health Trust.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the declaration.

3. Minutes of Previous Meeting

The Chair advised of a change for the previous minutes on page 4, item 7 which will read:

- *Cllr Tom Weatherston asked if the proposed June 2020 and December 2020 IJB Audit Committee meeting dates could be rearranged to ensure the attendance of Mrs Jill Stacey, from an audit perspective.*

The minutes of the previous meeting of the Health & Social Care Integration Joint Board (IJB) held on 30 October 2019 were approved with the above change made.

4. Matters Arising

Mrs Karen Hamilton asked that, following previous discussions on the Winter Plan, that both organisations should work towards an improved engagement and communications plan for future Winter periods to ensure all aspects of the health and social care pathway are covered.

The Chair asked both partner organisations' Directors of Finance if the financial outlook update requested under item 9, page 5 of the previous minutes would be available for the meeting. Mrs Carol Gillie and Mr David Robertson advised that all necessary information would be available as part of the Monitoring Report to be discussed later on the agenda.

The Chair informed members that the Care Inspectorate would no longer be in attendance for the meeting as they remained satisfied of the progress they had seen via the November Development Session along with other individual meetings. Mr Rob McCulloch-Graham added that formal verbal feedback would be provided by the inspectors the next day.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the action tracker.

Mr Tris Taylor highlighted concerns that several items on the tracker had been unacceptably delayed. The Chair acknowledged the concern and advised that the updates on demographics and delayed discharges would be provided at the January 2020 joint finance session and formal IJB meeting.

5. 2019/20 Budget Pressures

Mr Rob McCulloch-Graham provided an overview of the whole system report, highlighting the predicted overspend due to financial pressures in Scottish Border Council (SBC) associated with Residential Care and Home Care demand.

The Chair advised members of the action taken on 29 November 2019 to avoid a catastrophic reduction in the availability of care. Through Chair and Vice Chair's Action, it was agreed to utilise £300k of the remaining Transformation funding to support the commissioning budget for additional Residential and Nursing Care beds and Packages of Care in the community. Members were assured that utilising the Transformation Fund for this purpose was in line with guidance and within the IJB gift to decide.

Mr Mike Porteous explained that NHS Borders had indicated the ability to make an additional allocation at the year end to cover the forecast gap in their services of (£1.168m), however SBC were forecasting an in year gap of (£0.925m) with an inability to cover at the year end; therefore the request of support from IJB funds. Mitigating action and risks to date were outlined.

Mr Malcolm Dickson advised of his disappointment of the financial position and lack of clarity on how this happened, therefore asked for a quantified explanation of all budget pressure to be included within the Joint Financial Planning (JFP) process. Mr Mike Porteous agreed that a further in depth look at the overspends was required and advised that both partner organisations contributing to the JFP were actively modelling the financial plan against demographics. Mr Rob McCulloch-Graham added that a piece of work was ongoing to gain a better predictor of demographic need for bed modelling in the future; this would be presented to the IJB in January 2020.

Rob McCulloch-Graham advised that an evaluation of all the Transformation Fund programmes would be brought back to the IJB for decision before the end of the financial year. The rationale for initially carrying forward Transformation Fund monies was to increase the care home and home care provision required to shift the balance of care in line with demographic trends.

Dr Cliff Sharp clearly advised members of his objection to the recommendation, as it stood, on behalf of NHS Border's clinicians. Dr Cliff Sharp urged the IJB to stand by the commitment made at formal meeting on 14 August 2019 to ensure the security of the recurrent funding released from the redesign of dementia services, earmarked only for the purchase of additional specialist dementia care home beds. Mr Rob McCulloch-Graham provided assurance that the funding would only be used as intended. A discussion ensued and the Chair agreed for the report and recommendations to be amended in line with Dr Cliff Sharp's comments, to ensure the support for patient safety and clinical endorsement.

Mr Tris Taylor voiced severe concerns over the lack of an impact assessment, equalities assessment, route cause analysis or financial modelling of diverting Transformation funding as part of the report. Therefore Mr Tris Taylor advised he was not comfortable making decision based on vague data and could not support the proposal as it stood. Members agreed that proposals with such lack of data should not be presented in future.

Mr David Robertson reset the discussion and referenced Audit Scotland: "Integrating services is a significant challenge, particularly when partners are dealing with current demand and constrained resources, while trying to better understand how services need to change".

Members agreed the purpose of the Transformation Fund was to shift the balance of care by transforming services, however this funding could not be carried forward at the expense of allowing an under resourced core budget. The Joint Financial Plan will look to better prepare the demographic impact on finances.

Mr Rob McCulloch-Graham provided assurance that the quality assurance process for all IJB papers would be revised.

Mr Mike Porteous confirmed that all future funding proposals to mitigate overspends include a section on route cause analysis of the specific overspend.

ACTION: *Include recovery plan updates in Monitoring Reports going forward.*

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the forecast financial overspend of (£2.093m) for the H&SCP for 2019/20 based on information to 30th September.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the Chair and Vice Chair's Action taken on 29th November 2019 to utilise £300k of the remaining Transformation funding to commission additional Residential and Nursing Care beds and Packages of Care in the Community.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** agreed the utilisation of the remaining in year Transformation funds of £0.404m to address the forecast overspend in the Social Care services within IJB delegated functions and the earmarked £0.124m of Mental Health release to support only the purchase of additional specialist dementia care home beds.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that this will allow ongoing access to residential & nursing care home provision and homecare from private providers, in addition to the provision provided from SB Cares, until 31 March 2020.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the risks identified in relation to the recommendations in this paper linked to patient safety and the impact on the discharge programme going forward.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the underlying issues highlighted in the report and the need to ensure recurring solutions are developed as part of the Joint Financial Planning process for 2020/21 to address year on year overspends and ongoing demographic pressures.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** agreed that the IJB receives regular monthly forecasts of the financial position with information on savings programmes across the Partnership from now on.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** agreed to implement the Recovery Plan actions identified to address the remaining gap within services commissioned from the Council and include ongoing reports within the Monitoring Reports.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that once the use of the Transformation and other funds identified in recommendation 3 above are allocated any further in year pressures will require to be addressed by the respective Partner.

6. Bi-Annual Review of Risk Register

Mr Rob McCulloch-Graham provided an overview of the most recent review of the IJB Strategic Risk Register. Mrs Jill Stacey reminded members that a detailed oversight of the risk register was delegated to the IJB Audit Committee.

Mr Nile Istephan suggested the inclusion of addressing steps to encourage providers to retain or establish a new presence in the market for social care services. The Chair agreed the factor should be incorporated into the risk register going forward.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** considered the IJB Strategic Risk Register to ensure it covers the key risks of the IJB.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the actions in progress to manage the risks.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that a further risk update will be provided in June 2020.

7. Chief Social Work Officer Annual Report

Mr Stuart Easingwood provided a comprehensive overview of the report in terms of activity and performance of Social Work services in the Scottish Borders, as well as advising members of the formal approval given through Council Executive Committee. The report provided an account of decisions taken by the Chief Social Work Officer in the statutory areas of Fostering and Adoption, Child Protection, Secure Orders, Adult Protection, Adults with Incapacity, Mental Health and Criminal Justice. Mr Stuart Easingwood added that the service now aim to produce the annual report earlier in the year for member approval during the month of August, prior to submission to Scottish Government.

Dr Cliff Sharp noted the complex arrangements illustrated in section 2 of the report and asked if the IJB could support the integration of some elements to ensure whole system working. Mr Stuart Easingwood advised that some functions must remain with SBC as statutory functions however discussions could take place regarding ongoing integrated working between departments.

Mrs Lynn Gallagher asked if the impact on service user and carer satisfaction could be incorporated into future reports. Mr Stuart Easingwood agreed to take forward and radically develop a public engagement strategy.

Members commended the report.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the report.

8. Monitoring of the Integration Joint Budget 2019/20

Mr Mike Porteous gave a brief overview of the content of the report and advised that the IJB is reporting a forecast overspend of £1.286m at the end of the financial year, which had taken into account the earlier agreement for the use of Transformation Fund and Specialist Dementia Inpatient Care monies to support the additional Adult Social Care overspend.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** acknowledged the forecast overspend of (£1.286m), and the mitigating actions taken, for the Partnership for the year to 31 March 2020 based on available information.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the forecast position does not include the additional support requested by the Council of £0.528m as a decision had not been made at the time of submitting this report.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that any expenditure in excess of the delegated budgets in 2019/20 will require to be funded by additional contributions from the partners in line with the approved scheme of integration.

9. Quarterly Performance Report

Mr Graeme McMurdo provided an overview of the content of the report, advising that some data remained in draft and finalised figures would be available imminently.

Mr Malcolm Dickson noted concerns over Emergency Department waiting times and readmissions data.

Mrs Nicky Berry acknowledged the data provided were points in time and advised the position locally had differed since the publication of this information. Mr Rob McCulloch-Graham agreed to work with the Hospital Management team going forward to provide up to date context on the Quarterly Performance reports.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted and approved any changes made to performance reporting.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the key challenges highlighted.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** directed actions to address challenges and to mitigate risk.

10. Strategic Planning Group Update

Mr Rob McCulloch-Graham provided an overview of the issues which were raised and discussed at the Strategic Planning Group (SPG) meeting held on 6 November 2019.

Mr Malcolm Dickson asked that the minutes and action tracker be added to all future SPG reports to IJB meetings.

Mrs Jenny Smith raised concerns over the poor attendance at SPG meetings throughout 2019 which had restricted the ability of the group to fulfil its advisory function.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the report.

11. Any Other Business

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that there were no items raised.

14. Date and Time of next meeting

The Chair confirmed that the next meeting of Health & Social Care Integration Joint Board would take place on Wednesday 22 January 2020 at 10am in Committee Rooms 2 & 3, Scottish Borders Council.

The meeting concluded at 12.05pm.

Signature:
Chair



Minutes of a meeting of the **Health & Social Care Integration Joint Board** held on Wednesday 19 February 2020 at 10am in the Council Chamber, Scottish Borders Council

Present:

(v) Dr S Mather (Chair)	(v) Cllr D Parker
(v) Cllr J Greenwell	(v) Mr M Dickson
(v) Cllr S Haslam	(v) Mrs K Hamilton
(v) Cllr T Weatherston	(v) Mr J McLaren
(v) Cllr E Thornton-Nicol	Mr R McCulloch-Graham
Mrs J Smith	Ms L Gallacher
Mr D Bell	Mrs N Berry
Mr S Easingwood	Mr N Istephan
Mr M Porteous	Dr K Buchan

In Attendance:

Miss L Ramage	Mr R Roberts
Mrs T Logan	Mrs J Stacey
Ms S Douglas	Mrs C Gillie
Mr G Samson	Mr G McMurdo
Ms M Hermiston	Mrs S Bell
Mr P Lunts	Ms C Oliver

1. Apologies and Announcements

Apologies had been received from Mr Tris Taylor, Dr Cliff Sharp, Dr Tim Patterson, Mr David Robertson, Mr Geoff Marks and Ms Catriona Hutcheson.

The Chair confirmed the meeting was quorate.

The Chair welcomed Ms Suzy Douglas to the meeting who was deputising for Mr David Robertson.

The Chair welcomed a range of other attendees to the meeting including Mr Phil Lunts and Mr Graeme McMurdo.

The Chair welcomed members of the public to the meeting.

2. Declarations of Interest

The Chair sought any verbal declarations of interest pertaining to items on the agenda.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted there were none.

3. Minutes of Previous Meeting

The minutes of the previous meeting of the Health & Social Care Integration Joint Board held on 17 December 2019 were approved, with the correction of a typo under item five, paragraph two.

4. Matters Arising

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the action tracker.

5. Appointment of External Member of Integration Joint Board Audit Committee

Cllr Tom Weatherston provided an overview of the report requesting the appointment of a new external board member to replace Mr Anson Clark. Cllr Tom Weatherston thanked Mr Anson Clark for his contribution to the IJB Audit Committee during his time as an external member.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** approved the appointment of Jim Wilson as External Member of the Scottish Borders Health and Social Care Integration Joint Board Audit Committee to 31 October 2021.

6. Inspections Update – Older People’s Services

The Chair informed members that unfortunately the Care Inspectorate representatives had subsequently gave their apologies for the meeting and would be in touch to reschedule a presentation of their verbal feedback.

Mr Rob McCulloch-Graham advised that Care Inspectorate (CI) inspectors were on site week commencing 25 November 2019 to attend various meetings and workshops, as part of the review of the 2017 report on the ‘Joint Inspection of Adult Health and Social Care Services’ and the subsequent thirteen recommendations which informed the local action plan.

An overview of the formal feedback session held on 18 December 2019 was given; which saw improvement across all recommendations.

The draft report was circulated for factual accuracy checking on 17 January 2020 and returned to CI on 29 January 2020. The final report was published in the public domain on 12 February 2020.

Members welcomed the feedback and the published report, thanking all services involved for their hard work in delivering the action plan.

As part of recommendation one, Mr Malcolm Dickson asked for an update on the recruitment of Service User Representatives on the IJB. Mr Rob McCulloch-Graham reminded members that five representatives of the Locality Working Groups would sit on the Strategic Planning Group, and then elect one of these representatives to sit on the IJB. Separately, an advert had been published for a second Service User to sit on the IJB following an interview process in March 2020. Therefore, Mr Rob McCulloch-Graham provided assurance that the posts would be filled over the next three months.

Ms Lynn Gallacher asked members to continue improvement measures for robust service user engagement and carer involvement. Mr Rob McCulloch-Graham noted his agreement and advised this principle should be endorsed by the IJB as part of a communications strategy. Mrs Jenny Smith agreed the approach to user and carer involvement should be more strategic and consistent, which can be developed in partnership with third sector.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the published report.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** were unable to note verbal feedback from the Care Inspectorate due to apologies.

7. Quarterly Performance Report

Mr Graeme McMurdo provided an overview of the content of the report, advising that some of the snapshot data remained in draft and finalised figures would be available imminently.

A discussion ensued around the discharge to assess policy and the consistency of reporting between partner organisations and nationally, particularly around delayed discharges.

Mrs Tracey Logan raised concern over the lack of social care data in the report.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** agreed the action to expand the quarterly performance report to include social care data.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted and approved any changes made to performance reporting.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the key challenges highlighted.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** directed actions to address the challenges and to mitigate risk.

8. Delayed Discharges

Mr Rob McCulloch-Graham gave a presentation on the trend of delayed patients awaiting discharge from hospital over the last 10 months and the resulting challenges. Members were asked to note the decreasing levels of delayed discharges in the run up to the winter period, which has since deteriorated slightly.

A discussion ensued on the definition of a delayed discharge, which is set by Scottish Government as part of performance reporting.

Mrs Tracey Logan suggested that the respective management teams discuss realistic expectations on service availability in comparison to the delayed discharge demand across the whole health and social care estate, agreeing that patients should not be kept unnecessarily in hospital but stressed the importance of understanding capacity restrictions.

Mrs Nicky Berry agreed to the approach of partnership working and capacity expectation; however highlighted the real risks to people's health when delayed in hospital. Members were advised that partnership working in discharge planning had improved significantly over the winter period.

Mrs Karen Hamilton advised it would be helpful to have information on Care Home admissions/availability and Package of Care allocations/availability to provide whole system context when reporting on delayed discharges.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** agreed the action of asking the Executive Management Team to develop a whole system reporting framework to inform and provide context on the delayed patients across the health and social care estate.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the presentation.

9. Monitoring of the Integration Joint Budget 2019/20

Mr Mike Porteous gave a brief overview of the content of the report and advised that the IJB is reporting a forecast overspend of £2.824m at the end of the financial year, at the time of developing the report. Since then, Scottish Borders Council had reported an updated improved position of overcoming the predicted overspend of £0.824m. Therefore the IJB would now be reporting a Health Board forecast overspend of £2m at the end of the financial year.

Mr Ralph Roberts and Mrs Carol Gillie provided an overview of NHS Borders financial position; the Turnaround Programme had generated double the previous annual amount of in year recurrent savings to £7m, the request for brokerage had decreased to £8.3m this financial year and the projected overspend in IJB delegated services would breakeven.

Mr Rob McCulloch-Graham advised members that there is a fundamental lack on funding to run all IJB delegated services. Concerns were raised by members on the direct affect of financial challenges on the public.

Mrs Karen Hamilton asked for future iterations of the monitoring report to improve the clarity of the embedded tables, signed off by all Director's of Finance prior to presentation at the IJB.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** acknowledged the forecast overspend for the Partnership for the year to 31 March 2020 based on available information.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted the forecast position includes the additional support of £0.828m allocated to the Council H&SC services in December by the IJB.

The **HEALTH & SOCIAL CARE INTEGRATION JOINT BOARD** noted that any expenditure in excess of the delegated budgets in 2019/20 will require to be funded by additional contributions from the partners in line with the approved scheme of integration

10. Any Other Business

Cllr Elaine Thornton-Nicol advised of her apologies for the 18 March 2020 meeting.

11. Date and Time of next meeting

The Chair confirmed that the next meeting of Health & Social Care Integration Joint Board would take place on Wednesday 18 March 2020 at 10am in the Council Chamber, Scottish Borders Council.

The meeting concluded at 11.20am.

Signature:
Chair