

# PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Perth and Kinross Integration Joint Board (IJB) held virtually via Microsoft Teams on Monday 27 June 2022 at 10.30am.

**Present: Voting Members:**

Mr B Benson, Tayside NHS Board (Chair)  
Mr D McPherson, Tayside NHS Board  
Ms B Hamilton, Tayside NHS Board  
Mr G Martin, NHS Tayside Board (Proxy Member)  
Councillor C Stewart, Perth and Kinross Council (Vice Chair)  
Councillor D Illingworth, Perth and Kinross Council  
Councillor M Frampton, Perth and Kinross Council  
Councillor S McCole, Perth and Kinross Council

**Non-Voting Members**

Ms J Pepper, Chief Officer / Director – Integrated Health & Social Care,  
Chief Social Work Officer, Perth and Kinross Council  
Ms J Smith, Head of Finance and Corporate Services, Perth and  
Kinross Health and Social Care Partnership  
Ms S Dickie, NHS Tayside  
Dr S Peterson, NHS Tayside

**Stakeholder Members**

Ms S Auld, Service User Public Partner  
Ms S Watts, Third Sector Representative  
Mr S Hope, Staff Representative, Perth and Kinross Council

**In Attendance:**

S Hendry, J Guild, A Brown, M Pasternak (all Perth and Kinross Council); Z Robertson, E Devine, C Jolly, D Mitchell, P Jerrard (all Perth and Kinross Health and Social Care Partnership)

**Apologies** Ms M Summers, Carer Public Partner  
Ms B Campbell, Carer Public Partner  
Mr I McCartney, Service User Public Partner  
Ms J Clark, Chief Internal Auditor, Perth and Kinross Council

## 1. WELCOME AND APOLOGIES

B Benson welcomed all those present to the meeting and apologies were noted as above. Introductions were made around the room and as well as virtually.

The Chair indicated that item 7.2, a report concerning an Update on the Redesign of Substance use Services in Perth and Kinross and the implementation of MAT Standards, has been withdrawn from today's agenda. This was due to the recent publication of a report on Medication Assisted Treatment (MAT) standards by Public Health Scotland and a Scottish Government request for detailed implementation plans for submission by September 2022. J Pepper advised that this report will be brought forward to the IJB once this is prepared.

B Benson also indicated a change in the running order for Item 8; with 8.2 presented first, followed by 8.3 and finally 8.1.

## **2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Perth and Kinross Integration Joint Board Code of Conduct.

## **3. MINUTE OF MEETING OF THE PERTH AND KINROSS INTEGRATION JOINT BOARD OF 30 MARCH 2022**

The minute of the meeting of the Perth and Kinross Integration Joint Board of 30 March 2022 was submitted and approved as a correct record subject to the attendance list being amended on page 1, showing D McPherson as being a full member and not substituting for R Erskine.

## **4. ACTIONS POINT UPDATE**

The action points update (G/22/97) was submitted and noted.

J Pepper Action provided the Board with an update on action 139 concerning the voting status of Public Partner representatives. J Pepper advised that discussions with Public Partners are ongoing with an agreement reached to carry out a self-assessment and an agreement to set up a short life working group. The self-assessment will be carried out by Public Partners, the Strategic Planning Group and the IJB and it is envisaged that an improvement plan will be created around this.

S Auld queried this action and stated there was an agreement by the IJB at the last meeting to write to Ministers concerning the voting status of Public Partners and enquired how this was progressing. B Benson advised he is not sure that there was an agreement to do this, hence the planned formation of the short life working group to take this matter forward. S Hendry advised that the meeting to formally scope out the short life working group is still to take place.

Councillor C Stewart discussed a recent meeting of Perth and Kinross Council (PKC) where the revised Integration Scheme was approved. Councillor Stewart advised that he had raised an amendment for the Leader of PKC to write to the Scottish Government to ask them to amend the legislation to allow IJBs to give Public Partners voting rights. This was accepted unanimously. Councillor Stewart asked if Perth and Kinross IJB could write to the Scottish Government in the same regard. D McPherson wished to express his support for the principle of all Board Members having a vote, but expressed a concern that more clarity is needed on roles and responsibilities as well as the duties of Public Partner representatives before he could agree to this proposal. S Auld replied stating that Public Partners are bound by the Code of Conduct and, other than voting rights, are full Members the same as other Members. S Auld advised that Public Partners are elected by a Reference Group after having gone through an election process. D McPherson thanked S Auld for this clarification and wished for time to reflect on this issue. B Benson also expressed his support for the principle of voting rights for Public

Partners; however, wished for this to be put before the Strategic Planning Group for their discussion and input.

## **5. MATTERS ARISING**

There were no matters arising.

## **6. MEMBERSHIP UPDATE**

There was submitted a verbal update by the Clerk to the Board where the new Members of the IJB were formally recognised. The new Members are Councillors Colin Stewart (also the Vice-Chair), Michelle Frampton, David Illingworth and Sheila McCole. Proxy Members from Perth and Kinross Council are Councillors Eric Drysdale, Chris Ahern and Dave Cuthbert. There remains a vacancy for a NHS Tayside voting Member which will be filled as soon as possible. Lynn Blair, Scottish Care is retiring from the IJB and a further representative is being sought. Lynn's contribution for the care home sector in Perth and Kinross and to partnership working was commended.

The IJB then appointed new members to the Audit and Performance Committee to join existing Members Bernie Campbell and Sandy Watts. The new Members from NHS Tayside were confirmed as Beth Hamilton (Chair) and Donald McPherson. New Members from Perth and Kinross Council were confirmed as Councillors Sheila McCole and David Illingworth.

## **7. DELIVERING ON STRATEGIC OBJECTIVES**

### **7.1 PKHSCP 3-YEAR WORKFORCE PLAN 2022-25**

There was submitted a joint report by the Head of Finance and Corporate Services and the Interim Head of Adult Social Work and Social Care (G/22/98) seeking approval of the Perth and Kinross Health and Social Care Partnership's 3-Year Workforce Plan 2022-2025.

Councillor McCole raised a point concerning third sector providers and that staff retention rates are low and also the level of training and development of staff is inconsistent across providers meaning Commissioned Services staff may not have the required knowledge. Z Robertson advised that there is development work regarding positive behavioural support for all providers. It is recognised that different models are used and there is some inconsistency and services will be able to access appropriate and skilled support from the HSCP. Z Robertson and Councillor McCole agreed to discuss this in more detail outwith the meeting.

S Peterson noted some concern around some wording in the Mental Health, Substance Use and Learning Disability Nursing section of the report. J Smith confirmed that this section would be amended before submission.

Councillor C Stewart questioned a bullet point in the same section around high expectations of the general public leading to increased aggression and

complaints towards staff. E Devine advised that this would be rephrased before submission.

D McPherson commended the plan as an excellent piece of work. He queried information about leavers and that a key piece of data is why people leave and sought assurance that access is available to data. J Smith acknowledged that retaining staff remains an ongoing issue but that there is an action included in the plan to address this and to find appropriate ways of encouraging staff to take up the offer of a leaving interview. J Pepper concurred with this sentiment and also advised that she is keen that Management have ongoing engagement with staff with a view to understanding what challenges staff are facing and what barriers can be removed and ensure that we can hear this directly and not wait until someone has left the service.

**Resolved:**

- (i) The Perth and Kinross Health and Social Care Partnership 3-Year Workforce Plan 2022-2025, as detailed in Report G/22/98, be approved.
- (ii) The Chief Officer be instructed to submit the plan to the Scottish Government by 31 July 2022.
- (iii) High level progress updates will be provided to the Board every six months, with the first update for the period July to December 2022 being provided in February 2023.
- (iv) The proposal to appoint a programme manager to support implementation, working with a range of partners to secure delivery and ongoing monitoring and review, be noted.
- (v) An additional recommendation to issue Directions in relation to the Plan to NHS Tayside and Perth and Kinross Council, be approved.

### **7.3 PERTH & KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP STRATEGIC PLANNING GROUP BRIEFING NOTE – 17 MAY 2022**

The briefing note of the Perth and Kinross Health and Social Care Partnership Strategic Planning Group of 17 May 2022 was submitted and noted for information.

## **8. FINANCE & GOVERNANCE**

### **8.2 INTERNAL AUDIT ANNUAL REPORT 2021/22**

There was submitted a report by the Chief Internal Auditor (G/22/102) presenting the year-end report and audit opinion of the Chief Internal Auditor for 2021/22.

**Resolved:**

The contents of Report G/22/102 be noted, specifically the Audit Opinion detailed at Section 5 of the report.

### **8.3 ANNUAL GOVERNANCE STATEMENT**

There was submitted a report by the Head of Finance and Corporate Services (G/22/103) seeking approval of the Annual Governance Statement for the financial year 2021/22 which provides assurance as to the effectiveness of the Integration

Joint Board's (IJB) governance framework and in particular the system of internal control.

**Resolved:**

The 2021/22 Annual Governance Statement as detailed in Appendix 1 to Report G/22/103, be approved for inclusion in the unaudited Annual Accounts.

## **8.1 UNAUDITED ANNUAL ACCOUNTS 2020/21**

There was submitted a report by the Head of Finance and Corporate Services (G/22/101) presenting the Integration Joint Board's Unaudited Annual Accounts for the financial year 2021/22 in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

**Resolved:**

The Head of Finance and Corporate Services be authorised to sign the Unaudited Annual Accounts on behalf of the IJB.

## **8.4 IJB MEMBERS CODE OF CONDUCT**

There was submitted a report by the Clerk to the Board (G/22/104) seeking approval of a revised Members Code of Conduct.

S Hendry advised the Board that the original Code of Conduct was agreed back at the inception of the IJB in 2015. The revised Model Code of conduct presented today was passed by the Scottish Parliament in October 2021 and places a duty on the IJB to agree a revised Code of Conduct. The revised code takes account of some slight changes such as Members taking account of their own conduct, being aware of the organisation's policies including social media, equality and diversity as well as bullying and harassment.

**Resolved:**

The revised Members Code of Conduct as detailed in Appendix A to Report G/22/104, be approved for submission to the Scottish Government.

## **9. FOR INFORMATION**

### **9.1 REVISION OF PERTH AND KINROSS INTEGRATION SCHEME (G/22/105)**

Councillor C Stewart commented on the IJB having strategic planning responsibility for Inpatient Mental Health (IPMH) whilst operational management is delivered by NHS Tayside in the proposed scheme and queried what the reporting requirements on this would be moving forward to allow the IJB to be assured on these operational aspects. J Pepper advised that a series of strategic discussions is ongoing with the Executive Lead for IPMH and the Chief Officer for Acute Services and the other 2 Tayside Chief Officers where future reporting will be discussed. J Pepper advised that the intention is to bring a report to the next IJB meeting which will expand on the definitions and how reporting will operate in practice.

**Resolved:**

The contents of Report G/22/105 be noted.

## **9.2 INTEGRATION JOINT BOARD REPORTING FORWARD PLANNER 2022/23 (G/22/106)**

### **Resolved:**

The contents of Report G/22/106 be noted.

## **10. FUTURE IJB MEETING DATES 2022/23**

31 August 2022  
26 October 2022  
14 December 2022  
15 February 2023  
29 March 2023

### **Future IJB Development Sessions 2022/23**

14 September 2022  
16 November 2022 (Budget)  
25 January 2023  
15 March 2023

### **Resolved:**

The above meeting dates be noted.