

PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Perth and Kinross Integration Joint Board (IJB) held virtually via Microsoft Teams on Wednesday 29 September 2021 at 1.00pm.

Present: Voting Members:

Councillor E Drysdale, Perth and Kinross Council (Chair)
Councillor J Duff, Perth and Kinross
Councillor C Purves, Perth and Kinross Council
Councillor X McDade, Perth and Kinross Council
Mr B Benson, Tayside NHS Board (Vice-Chair)
Mr R Erskine, Tayside NHS Board
Ms P Kilpatrick, Tayside NHS Board (from Item 6 to Item 8.2)
Ms B Hamilton, Tayside NHS Board

Non-Voting Members

Mr G Paterson, Chief Officer / Director – Integrated Health & Social Care
Ms J Smith, Chief Financial Officer
Ms J Pepper, Chief Social Work Officer, Perth and Kinross Council
Dr S Peterson (up to and including Item 7.1)
Ms S Dickie, NHS Tayside

Stakeholder Members

Ms B Campbell, Carer Public Partner (up to Item 8.2)
Ms S Auld, Service User Public Partner
Ms S Watts, Third Sector Representative (up to Item 8.2)
Ms L Blair, Scottish Care (from Item 7)

In Attendance:

Mr I McCartney, Substitute Service User Public Partner (up to and including Item 7.2); S Hendry, L Simpson (for Item 8.2 only), Adam Taylor, A Brown, M Pasternak (all Perth and Kinross Council); Z Robertson, E Devine, Amanda Taylor (up to and including Item 7.1), S MacLean (up to and including Item 7.2), C Mullen-McKay (up to and including Item 7.1), A Ryman (up to and including Item 7.1), C Jolly, D Mitchell and V Aitken, (all Perth and Kinross Health and Social Care Partnership); and D Huband (NHS Tayside).

Apologies Ms M Summers, Carer Public Partner
 Ms L Glover, Staff Representative, NHS Tayside

1. WELCOME AND APOLOGIES

Councillor Drysdale welcomed all those present to the meeting and apologies were noted as above.

2. DECLARATIONS OF INTEREST

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

IT WAS AGREED TO VARY THE ORDER OF BUSINESS AND CONSIDER ITEM 6 AT THIS POINT.

6. MEMBERSHIP UPDATE AND APPOINTMENT OF DATA PROTECTION OFFICER

There was a verbal report by the Clerk to the Board updating the Board on the membership of both voting and non-voting members of the Board.

Resolved:

- (i) It be noted that the Chair and Vice-Chair positions on the Board switched between NHS Tayside and Perth and Kinross Council on 4 October 2021 in line with the Integration Scheme, meaning Mr B Benson has been appointed by NHS Tayside to the position of Chair and Councillor E Drysdale has been appointed by Perth and Kinross Council to the position of Vice-Chair for the next two year period.
- (ii) It be noted that Dr Sally Peterson, a GP Partner from Perth City Medical Centre has been appointed to the vacant primary care GP representative on the Board by NHS Tayside Board at their meeting on 23 August 2021.
- (iii) It be agreed that Ms Jill Walker, Data Protection Officer for Perth and Kinross Council, be appointed as the Board's Data Protection Officer replacing Mr Donald Henderson who recently retired.
- (iv) It be noted that the Mr Graham Taylor, Head of Services for Churches Action for the Homeless has been appointed as the Third Sector Forum's proxy member to the Board replacing Ms Clare Gallagher.
- (v) The appointment of Mr I McCartney and Mrs M Summers from Proxy Members to Full Board Members be endorsed in line with the decision at the previous Board meeting of 30 June 2021 on membership, noting that this is also subject to agreement with both Carers Voice and the Service User Reference Group who administer the elections process for the public partners.

Councillor Drysdale at this point made reference to this being his final meeting as Chair of the Integration Joint Board and paid tribute to the hard work and commitment of the more than two thousand members of staff of the Health and Social Care Partnership along with the exemplary leadership shown by the Executive Leadership Team and the careful scrutiny and judgement of all Board Members. He also made reference to the pandemic and extended his sincere thanks on behalf of the people of Perth and Kinross to everyone involved in Health and Social Care over the last twenty months for the courage and commitment they have shown in the face of significant personal risk and stresses. He also wished B Benson well in his new role as Chair of the IJB.

In response, Councillor McDade expressed sincere thanks on behalf of the Board for all of Councillor Drysdale's efforts as Chair of the Integration Joint Board over the past two years.

3. MINUTE OF MEETING OF THE PERTH AND KINROSS INTEGRATION JOINT BOARD OF 30 JUNE 2021

The minute of the meeting of the Perth and Kinross Integration Joint Board of 30 June 2021 was submitted and approved as a correct record.

4. ACTIONS POINT UPDATE

The action points update as of 29 September 2021 (G/21/122) was submitted and noted.

5. MATTERS ARISING

There were no matters arising from the previous minutes.

7. DELIVERING ON STRATEGIC OBJECTIVES

7.1 PRESENTATION – INTEGRATED WORKING THROUGH A GLOBAL PANDEMIC

Evelyn Devine, Amanda Taylor, Shona MacLean and Careen Mullen-McKay provided the Board with a [slide-based presentation](#) on Integrated Working Through a Global Pandemic.

The Board thanked the presenters for the highly informative presentation and noted the position.

DR SALLY PETERSON LEFT THE MEETING DURING THE ABOVE ITEM.

AMANDA TAYLOR, AUDREY RYMAN AND CAREEN MULLEN-MCKAY ALL LEFT THE MEETING AT THIS POINT.

7.2 CHIEF OFFICER'S STRATEGIC UPDATE

There was submitted a report by the Chief Officer/Director - Integrated Health & Social Care (G/21/123) providing an update on a number of developments that the Health and Social Care Partnership are progressing.

Councillor Purves made reference to the mental health redesign, specifically the rapid-review and indicated that concerns had recently been brought to his attention on how this review was conducted and whether only one option was being considered and sought some assurance that other alternatives were in fact considered. In response, G Paterson stated that it was his understanding of the situation that different options beyond the preferred option previously agreed upon by this Board had been considered and that a comprehensive review had been carried out. He committed to make further enquiries in relation to how this has been managed and at what stage the review is currently at.

Councillor Purves also made reference to the position of Director of Mental Health and raised some concern regarding the time taken to fill this post particularly given the significance and urgency of some of the actions that are required. In response, G Paterson confirmed that his understanding was that there was still an intention to fill this post. but unfortunately this has taken longer than would have been hoped for partly due to the demands in responding to the pandemic. He further commented that the Chief Executive of NHS Tayside had reported to a recent meeting of the NHS Board that he still intended to progress this. Gordon Paterson advised that interim arrangements were currently in place with Director of Nursing, Clare Pearce, overseeing in-patient mental health services and advised that NHS Tayside have also initiated a mental health command structure that involves regular meetings with the Medical Director, the Chief Executive and the Nurse Director.

S Watts made reference to the redesign of mental health services, specifically the establishment of the Short-Life Working Group and sought some assurance that there will be equitable Service User, Carer User and Third Sector representation on the Short-Life Work Group. In response, G Paterson stated that he was currently unfamiliar with the plans for the Short-life Working Group but that the Stakeholder Participation Group has been key to providing scrutiny, engagement and input into the work that has been done since David Strang reported and he was sure that the Stakeholder Participation Group will be well represented on any new Short-Life Working Group.

Resolved:

The contents of Report G/21/123 be noted.

I MCCARTNEY AND S MACLEAN LEFT THE MEETING DURING THE ABOVE ITEM.

THERE FOLLOWED A SHORT RECESS AND THE MEETING RECONVENED AT 3.00PM

7.3 2021/22 REMOBILISATION PLAN UPDATE

The Chief Officer provided the Board with a [slide-based presentation](#) on the development of the 2021/22 Remobilisation Plan.

The Board noted the position.

7.4 PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP STRATEGIC PLANNING GROUP

(i) Minute of Meeting of the Perth and Kinross Health and Social Care Partnership Strategic Planning Group of 15 June 2021

The minute of the meeting of the Perth and Kinross Health and Social Care Partnership Strategic Planning Group of 15 June 2021 was submitted and noted for information.

(ii) Verbal Update

Z Robertson the Vice-Chair of the Strategic Planning Group also provided a verbal update to the Board on what was discussed at the meeting of the Group held on 15 June 2021 and their subsequent meeting held on 31 August 2021.

The Board noted the position.

8. GOVERNANCE

8.1 VERBAL UPDATE BY CHAIR OF AUDIT AND PERFORMANCE COMMITTEE

Councillor Purves, Chair of the Audit and Performance Committee, provided the board with an update from the recent meeting of the Audit and Performance Committee that had taken place on 13 September 2021.

[Audit and Performance Committee of the Perth and Kinross Integration Joint Board - 13 September 2021](#)

The Board noted the position.

8.2 CLINICAL CARE GOVERNANCE ASSURANCE ARRANGEMENTS

There was submitted a joint report by the Chief Officer and Legal Advisor to the Perth and Kinross Integration Joint Board (G/21/124) setting out the arrangements for providing assurance to the Board in respect of Clinical Care Governance.

Councillor Purves made reference to the types of assurance we will be provided with which as detailed in Paragraph 3.1 of Report G/21/124. He further stated that given we are being asked to place reliance on these other bodies, it is ultimately through the Chief Officer that the assurance will be provided to the Board and queried whether he would be providing a statement of assurance saying he is satisfied that there are no issues. In response, G Paterson confirmed that he would envisage no difficulty in providing this for, as Chief Officer, he would expect to be assured on the work of the Forum by the Clinical Director and Chief Social Work Officer, in advance of reporting back to the Scrutiny Committee of Perth and Kinross Council and to the Care Governance Committee of the NHS.

Councillor McDade made reference to third party providers and sought some clarity around when the Board commissions third party provision that is not through Perth and Kinross Council or NHS Tayside and queried who would provide the relevant scrutiny in this case. In response, G Paterson confirmed that as a lot of our social care activity is outsourced from the independent sector such as our Care at Home provision and our Care Home provision the quality of that care is assured through contract compliance activity and quality assurance activity both by staff working in the Health and Social Care Partnership and also through the regulatory role of the Care Inspectorate. He further stated that these are the types of things are

fed into the Clinical Care and Professional Governance Forum and he clarified that it would not only be in-house services that are the subject of scrutiny and assurance it extends to commissioned services and would be equally the same if any health services were to be commissioned. J Pepper further commented that the Chief Social Work Officer's Annual Report also covers the provision of Adult Social Care across all sectors in order that elected members have the oversight of the quality of care across the provision for people in Perth and Kinross.

R Erskine sought assurance on if something were to happen which quickly develops into a major issue, how would this filter through to IJB Members given that we are currently only having quarterly Audit and Performance Committee meetings. He also made reference to the increased workload on the Audit & Performance Committee that this new arrangement will bring as it is a Committee which is already quite lengthy with substantial reports and sought some assurance that time can be managed efficiently in order that the Committee can get through its business effectively. In response, G Paterson stated that currently there are other routes for Members to be apprised of things that are currently happening, for example NHS Non-Exec Members regularly receive updates from NHS Tayside's Communications Team in relation to any matters pertaining to the operational delivery or risks pertaining to that activity. Also, regular Elected Member Briefings are provided, although it may be necessary to review the extent to which matters pertaining to Adult Social Work and Adult Social Care are included in these. He further stated that he had recently met with the Chair and Vice-Chair who were keen to initiate regular informal briefings with IJB Members on relevant matters.

B Benson commented that this remains a difficult and complex issue but that he fully supports the recommendations made in the report, whilst recognising that there is more work to be done but feels this is the best way to move forward.

R Erskine made reference to the membership of the Audit and Performance Committee and suggested with the new care governance element coming in it may be helpful if the membership could be increased from the current number of six members to perhaps include all voting members of the IJB. In response, J Smith highlighted it was important to remember that the Audit and Performance Committee does have specific responsibilities like audit committees do so therefore there is a training requirement for members to undertake. She also stated that she would look into R Erskine's suggestion that we may need to look at expanding the membership of the Audit and Performance Committee.

Councillor McDade also commented that he would support the suggestion to expand the membership of the Audit and Performance Committee and stated that in his view all voting members of the IJB should become members of the Audit and Performance Committee with exception of the Chair and Vice-Chair. In response, Councillor Purves confirmed that he was happy to take these suggestions away and have a discussion with the Head of Finance and Corporate Services with a view to bringing back a proposal to a future meeting of the IJB.

Resolved:

- (i) The responsibilities of Perth and Kinross Integration Joint Board in respect of Clinical Care Governance and those of NHS Tayside and Perth and Kinross Council, be noted.
- (ii) The arrangements for providing assurance to Perth and Kinross Integration Joint Board in 2021/22, be noted.
- (iii) It be agreed that a Perth and Kinross Integration Joint Board Clinical, Care and Professional Governance Committee is no longer required.
- (iv) The amendments proposed to the Terms of Reference of the Audit and Performance Committee as detailed in Appendix 1 to Report G/21/124, be approved.
- (v) It be noted that the arrangements will be reviewed annually as part the annual review of governance and will be confirmed through the revision of the Integration Scheme.
- (vi) It be agreed that the Chief Officer provide regular statements of assurance including continuous improvement within future reports to the Board.
- (vii) The Chair of the Audit and Performance Committee and the Head of Finance and Corporate Services to bring back a proposal to the next meeting of the Board on the future membership of the Audit and Performance Committee.

B CAMPBELL, S WATTS AND P KILPATRICK ALL LEFT THE MEETING DURING THE ABOVE ITEM.

9. FOR INFORMATION

There were submitted and noted the following reports for information:

9.1 2020/21 FINANCIAL POSITION (G/21/105b)

9.2 AUDITED ANNUAL ACCOUNTS 2020/21 (G/21/112)

9.3 ANNUAL PERFORMANCE REPORT 2020/21 (G/21/125)

9.4 INTEGRATION JOINT BOARD REPORTING FORWARD PLANNER 2021-22 (G/21/126)

10. FUTURE IJB MEETING DATES 2021/22

1 December 2021
23 February 2022

FUTURE IJB DEVELOPMENT SESSIONS 2021/22

27 October 2021
26 January 2022

Resolved:

The above meeting dates be noted.