

PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Perth and Kinross Integration Joint Board (IJB) held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Tuesday 17 December 2019 at 2.00pm.

Present:

Voting Members

Councillor E Drysdale, Perth and Kinross Council (Chair)
Councillor X McDade, Perth and Kinross Council (up to Item 11)
Councillor C Purves, Perth and Kinross Council
Councillor C Ahern, Perth and Kinross Council (substituting for Councillor J Duff)
Mr B Benson, Tayside NHS Board (Vice-Chair)
Ms P Kilpatrick, Tayside NHS Board (up to Item 11)
Dr N Pratt, Tayside NHS Board

Non-Voting Members

Mr G Paterson, Chief Officer / Director – Integrated Health & Social Care
Ms J Pepper, Chief Social Work Officer, Perth and Kinross Council (up to Item 8)
Ms J Smith, Chief Financial Officer
Ms S Gourlay, NHS Tayside

Stakeholder Members

Ms M Summers, Carer Public Partner (substituting for Ms B Campbell)
Mr A Drummond, Staff Representative, NHS Tayside
Mr S Hope, Staff Representative, Perth and Kinross Council (up to Item 10)
Ms S Watts, Third Sector Representative
Ms L Blair, Scottish Care

In Attendance:

K Reid, Chief Executive, Perth and Kinross Council (up to Item 11); S Hendry, A Taylor, M Terava and M Notman (all Perth and Kinross Council); D Fraser, E Devine, D Mitchell (up to Item 11), M Rapley (up to Item 10.1), C Jolly and V Aitken (all Perth and Kinross Health and Social Care Partnership); A Radley (NHS Tayside); Dr M Winters, Associate Medical Director (NHS Tayside); D Williams, Scottish Government; and B Atkinson, Independent Chair of Perth and Kinross Adult Protection Committee.

Apologies:

Councillor J Duff, Perth and Kinross Council
Ms J Alexander, Tayside NHS Board
Ms B Campbell, Carer Public Partner
Ms S Auld, Service User Public Partner

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.

3. MINUTE OF MEETING OF THE PERTH AND KINROSS INTEGRATION JOINT BOARD OF 6 NOVEMBER 2019

The minute of meeting of the Perth and Kinross Integration Joint Board of 6 November 2019 was submitted and approved as a correct record.

4. ACTION POINTS UPDATE

There was submitted and noted the action point update for the Perth and Kinross IJB as at 17 December 2019.

5. MATTERS ARISING

There were no matters arising from the previous minute.

6. MEMBERSHIP UPDATE

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 agreed that Ms S Dickie replace Ms S Gourlay as the nurse representative on the Integration Joint Board.
- (ii) The decision of the Perth and Kinross Carers Voice Group that the current representative Ms B Campbell and substitute member Ms M Summers be re-appointed to their respective roles for a further two-year period with an option of a third year be endorsed.
- (ii) Following discussion at the Third Sector Health and Social Care Strategic Forum, it be agreed that Ms S Watts, with Ms C Gallagher as the substitute member continue in their respective roles until May 2020 with the outcome of a further election process to be reported at that point.

7. FINANCE AND GOVERNANCE

7.1 2019/20 FINANCIAL UPDATE

There was submitted a report by the Chief Financial Officer (G/19/202) (1) providing an update on the year-end financial forecast based on actual expenditure for the 7 months to 31 October 2019; and (2) identifying risks which may impact on the financial forecast in future months.

P Kilpatrick referred to the anticipated further carry forward of earmarked reserves in relation to the Primary Care Improvement Fund, Mental Health Action 15 and Alcohol and Drugs Funding and expressed her concern that monies available are not being used to help support these services. In response both K Reid and G

Paterson provided the Board with assurance that in terms of alcohol and drugs, plans are in place to utilise all monies available under the auspices of the Alcohol and Drugs Partnership.

Resolved:

- (i) The 2019/20 forecast year-end overspend of £3.8m for the IJB be noted.
- (ii) It be noted that this reduction of £0.6m from Month 6 is due to the implementation of the Financial Recovery Plan.
- (iii) It be noted that the forecasted overspend is £0.3m less than the 2019/20 formal budget deficit.
- (iv) The risks which may impact on the financial position in future months be noted.
- (v) The work underway to develop a 3 Year Financial Plan across all services, including longer term service change to address financial sustainability, be noted.

7.2 DEVELOPMENT OF 3-YEAR FINANCIAL RECOVERY PLAN

There was submitted a report by the Chief Financial Officer (G/19/203) providing an update on the development of a 3-Year Financial Recovery Plan for the period 2020/21 to 2022/23.

Councillor Purves queried what the material difference was between a 3-year Financial Plan that is set each year and a 3-year Financial Recovery Plan. In response, J Smith confirmed that the 3-year financial plan that has come forward over the last 3 years has been focussed on recurring solutions to the underlying financial position meaning non-recurring solutions and in-year financial solutions have not been brought forward at this stage. She further commented that the key difference this year will be bringing both processes together and doing so at a much earlier stage in order that the Integration Joint Board and the two partner organisations have a clear understanding of the target position that the IJB is looking to deliver.

Resolved:

- (i) The intention to work with NHS Tayside and Perth & Kinross Council to develop a 3-Year Financial Recovery Plan with the Chief Officer to take forward discussions thereon with both partners, be noted.
- (ii) The significant and unavoidable cost and demand pressures and essential service developments facing the IJB over the next 3 years, over and above the existing £4.1m structural deficit, be noted.
- (iii) The work being done by Perth and Kinross Health and Social Care Partnership to redesign services and identify savings over the 3-year period to offset the significant pressures, be noted.
- (iv) The scrutiny and review that has been undertaken to date by the IJB Budget Review Group be noted.
- (v) A further update be brought forward to the next IJB meeting in February 2020.

7.3 STANDING ORDERS ANNUAL REVIEW

S Hendry advised that usually at this time of year the Board would carry out a review of its Standing Orders but following discussions with the Chair and the Chief Officer it was suggested that the review be incorporated into the planned development session organised on 24 January 2020 which will serve as an induction session for any

new members of the Board and will also look at the roles and responsibilities of members and meeting protocols.

In response to a query from Councillor McDade about the potential of finding an alternative date for the development session, it was agreed that following the session on 24 January 2020 a further date for a workshop on Standing Orders / Meeting Protocols would be arranged.

The Board noted the position.

J PEPPER LEFT THE MEETING DURING THE FOLLOWING ITEM.

8. CHIEF OFFICER STRATEGIC UPDATE

There was submitted a report by the Chief Officer/Director – Integrated Health and Social Care (G/19/204) updating Board members on progress with key developments.

K Reid referred to the two care homes which have received the grading of 'weak' and queried whether the Health and Social Care Partnership are continuing to place people in these care homes. In response D Fraser confirmed that a meeting with the senior executives had been held, she also confirmed there was a voluntary moratorium on both the care homes and work will continue with both in regards to improvement plans.

K Reid expressed her strong disappointment that the Joint Working Agreement continues to remain unsigned by NHS Tayside following sign off by Perth and Kinross Council in March 2019. Both Councillors Purves and McDade echoed these comments. A Drummond commented that the view of NHS Tayside was that no formal agreement was required and that there were no formal working time agreements in both Dundee City and Angus IJB areas.

Resolved:

- The contents of Report G/19/204 and the following strategic updates be noted:
- (i) The implementation of Franks' Law – Free Personal Care for People Under 65 years;
 - (ii) The current position of the Care Home Market in Perth and Kinross;
 - (iii) The current position with the development of the Workforce Plan.
 - (iv) The Chief Officer be instructed to take forward as a matter of urgency the issues surrounding the unsigned Joint Working Agreement with the Chief Executive of NHS Tayside.

9. PERTH AND KINROSS IJB STRATEGIC COMMISSIONING PLAN 2020-2025

There was submitted a report by the Chief Officer / Director Integrated Health and Social Care (G/19/205) presenting the 'Final Draft' of the Perth and Kinross Integration Joint Board Strategic Commissioning Plan 2020-2025.

G Paterson stated he would welcome any feedback / comments from members in relation to the proposals to revise the approach to strategic planning.

Councillor Purves made reference to the proposal to move away from the Programme Boards of Care and replace these with Strategy Groups and queried whether the Terms of Reference for the groups will come to the IJB for approval. In response G Paterson stated that any Terms of Reference developed show commonality across the Strategy Groups and that it was important that the new Strategy Groups connect clearly with the Strategic Planning Group and be informed of the work of the Third Sector Forum with a paper being brought to a future meeting of the IJB.

Councillor McDade also stressed the importance that any Terms of Reference developed are presented to the IJB for approval. He further queried why the foreword to the Strategic Commissioning Plan 2020-2025 was provided by the Chief Officer and not the Chair of the Board. In response, G Paterson confirmed that it was always his intention that this document would be presented jointly by himself and the Chair and would look to resolve this.

B Benson commented that a key area that may need more emphasis applied to it in the document is the role of staff and the contribution they provide, he further stressed the importance that staff are available to provide feedback as this process of implementing the plan continues. In response G Paterson confirmed that this is indeed a very important issue and something that he will consider further.

Resolved:

- (i) The 'Final Draft' of the Strategic Commissioning Plan 2020-2025 as detailed in Appendix 1 of Report G/19/205, be approved.
- (ii) It be agreed that the Strategic Commissioning Plan be a 5-year plan.
- (iii) In addition to producing a printed version, the final version of the Strategic Commissioning Plan be developed onto a digital dashboard for ease of access.
- (iv) The proposals to revise the Health and Social Care Partnership's arrangements for strategic planning and for stakeholder engagement, be noted.
- (v) The Chief Officer be instructed to provide annual reports to the IJB on progress in implementing the Strategic Commissioning Plan.
- (vi) The Chief Officer be instructed to bring to a future meeting of the IJB the Terms of Reference for the Strategy Groups for approval.

FOLLOWING A SHORT ADJOURNMENT, THE COMMITTEE RECONVENED AT 3.50PM.

S HOPE LEFT THE MEETING AT THIS POINT.

10. MENTAL HEALTH

10.1 THE TAYSIDE MENTAL HEALTH ALLIANCE

There was submitted a report by Chief Officer / Director Integrated Health and Social Care (G/19/206) providing (1) an update on the revision to the Memorandum of Understanding that supports the work of the Tayside Mental Health Alliance; and (2) the ongoing work of the Alliance.

During consideration of this item of business, Councillor C Ahern declared a non-financial interest in terms of the Perth and Kinross Integration Joint Board Code of Conduct.

G Paterson advised the Board that it was expected that Dr Strang's Independent Inquiry report would be published at the beginning of February.

Councillor Purves commented that in his opinion this version of the Terms of Reference presented was a significant improvement on the previous version and thanked officers for taking on board comments that were made at previous meetings.

Councillor Purves referred to Section 8.4, the Governance Section of the Terms of Reference and requested whether an explicit section could be added on reporting mechanisms. In response, G Paterson agreed to take Councillor Purves's comments on board and would look to revise the Terms of Reference accordingly.

K Reid made reference to Paragraphs 4.1 and 4.3 of Report G/19/206 and queried what the role of the Local Authority has within this, she further commented that there appeared to be no recognition or mention in the document of the role of Local Authority Community Mental Health staff and sought some assurance around accountability that recognition of Local Authorities and the responsibilities they have as an equal partner along with NHS Tayside and the three Health and Social Care Partnership be included. She further queried what engagement had been carried out with Local Authority Chief Executives. In response Dr M Winter stated that in terms of the three organisations, the delivery role of the Health and Social Care Partnerships, and the delivery role of NHS Tayside had become conflated versus the governance role of the Local Authorities in Tayside and confirmed that the points made by K Reid would be taken forward. G Paterson noted the requirement for further engagement with the relevant local authority Chief Executive's.

Councillor McDade made reference to the lack of a unilateral withdrawal clause in the document and commented that the three Local Authorities should all be required to be signatories of the document as they are all providing services. He further stated that the document in its current form does not provide him with the relevant assurance to enable him to support sign off by the IJB.

Resolved:

- (i) The early progress of the Tayside Mental Health Alliance be noted.
- (ii) A revised version of the Memorandum of Understanding to be circulated to Members of the Board as soon as possible, taking account of the changes discussed, before being re-submitted to a future meeting of the IJB for approval.

10.2 ADULT MENTAL HEALTH AND LEARNING DISABILITIES SERVICE REDESIGN

G Paterson updated the Board that current progress on implementing the service redesign programme had been slow partly due to significant workforce challenges, particularly in relation to staffing engagement and moves.

Councillor C Ahern voiced concern at the lack of progress in this area since the initial decision of the IJB on the redesign programme approximately two years ago. G Paterson referred again to the workforce challenges and also issues of clinical risk over the previous 12-18 months, however work was taking place with a new NHS

Tayside Associate Medical Director and further discussions with relevant staff side representatives.

Members of the Board, including A Drummond, M Summers as well as Councillors X McDade and C Purves voiced similar concerns about the lack of progress and the risks in this area that were identified at the time of the initial decision in January 2018 and the discussions that had taken place at recent meetings of the IJB. Dr M Winter acknowledged these points and reiterated the current position in relation to issues of clinical risk and workforce challenges and that work was continuing to address these issues.

The Board noted the current position.

M RAPLEY LEFT THE MEETING DURING THE ABOVE ITEM

K REID AND P KILPATRICK LEFT THE MEETING AT THIS POINT.

11. REVIEW OF INPATIENT REHABILITATION BEDS

There was submitted a report by Head of Health (G/19/207) providing (1) an update on the current position in relation to the Transformation project to Review Inpatient Rehabilitation beds in Perth and Kinross; and (2) information on what has been achieved to date and the proposed future actions.

Councillor Purves made reference to the approval process being concluded by the end of April and queried whether or not it would be possible for this to be done any quicker. He further queried how long will it be before any Option that is approved can then be fully implemented. In response E Devine confirmed that there is a consultation and engagement plan attached to the review which involves all major stakeholders, key partners and communities all of which takes time.

S Watts queried whether it would be possible for the Third Sector Forum to be involved with the engagement process for the options appraisal. In response E Devine confirmed that she would make sure this happened.

Resolved:

- (i) The progress achieved to date be noted.
- (ii) The proposed future key milestones and timescales be supported.
- (iii) The proposed engagement approach following CEL4 principles be supported.
- (iv) The Head of Health to bring a completed business case and option appraisal for approval to the IJB in April 2020.

COUNCILLOR McDADE AND D MITCHELL LEFT THE MEETING DURING THE ABOVE ITEM.

12. ADULT SUPPORT AND PROTECTION ANNUAL REPORT 2018-19

There was submitted a report by Chief Social Work Officer (G/19/208) providing an update on the work of the Perth and Kinross Adult Protection Committee (APC) and the activity over the 2018-2019 information to protect adults who may be at risk of harm.

B Atkinson, Independent Chair of the Committee, was in attendance to provide a summary of the report and answer questions from board members.

Resolved:

The contents of Report G/19/208 be approved.

13. FOR INFORMATION

The following report was submitted and noted for information:

Perth and Kinross Child Protection Committee Standards and Quality Report 2018/19.

14. REVISED FUTURE IJB MEETING DATES 2020

12 February 2020 at 1.00pm
29 April 2020 at 1.00pm
24 June 2020 at 1.00pm
23 September 2020 at 2.00pm
9 December 2020 at 1.00pm

FUTURE IJB BRIEFING / DEVELOPMENT SESSION DATES 2020

24 January 2020
4 March 2020
13 May 2020
19 August 2020
28 October 2020

Resolved:

The above revised meeting dates be approved.