

# 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 Friday 15 February 2019 at 10.30am.

**Present:**

**Voting Members**

Dr R Peat, Tayside NHS Board (Chair)  
Councillor C Stewart, Perth and Kinross Council (Vice-Chair)  
Councillor E Drysdale, Perth and Kinross Council  
Councillor X McDade, Perth and Kinross Council  
Councillor C Purves, Perth and Kinross Council  
Ms L Birse-Stewart, Tayside NHS Board

**Non-Voting Members**

Mr J Foulis, NHS Tayside  
Mr R Packham, Chief Officer  
Ms J Pepper, Chief Social Work Officer, Perth and Kinross Council  
Ms J Smith, Chief Financial Officer

**Additional Members**

Dr A Noble, External Adviser to Board  
Dr D Walker, NHS Tayside

**Stakeholder Members**

Ms B Campbell, Carer Public Partner  
Ms C Gallagher, Independent Advocacy Perth and Kinross  
Ms L Lennie, Service User Public Partner

**In Attendance:**

K Reid, Chief Executive, Perth and Kinross Council; J Valentine, Depute Chief Executive, Perth and Kinross Council; C Flynn, A Taylor and K Sharp (all Perth and Kinross Council); V Aitken, C Jolly, R Duarte, P Henderson, E Devine, H Dougall and P Jerrard (all Perth and Kinross Health and Social Care Partnership); M Summers, Carer Public Partner; A Wood and L Denvir (both NHS Tayside) and R Jamieson, PKAVS.

**Apologies:**

Ms G Costello, Tayside NHS Board  
Professor N Beech, Tayside NHS Board  
Dr D Carey, Independent Contractor

## 1. WELCOME AND APOLOGIES

Dr Peat 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 PREVIOUS MEETING**

The minute of meeting of the Perth and Kinross Integration Joint Board of 30 November 2018 was submitted and approved as a correct record.

## **4. ACTION POINT UPDATE**

There was submitted and noted the action point update for the Perth and Kinross Integration Joint Board as at 15 February 2019 (G/19/5).

## **5. MATTERS ARISING**

There were no matters arising from the previous minute.

*IT WAS AGREED TO VARY THE ORDER OF BUSINESS AT THIS POINT.*

## **6. FINANCE AND GOVERNANCE**

### **6.1 2018/19 FINANCIAL RECOVERY PLAN**

There was submitted a report by the Chief Financial Officer (G/19/7) seeking the homologation of the Board to the financial recovery plan actions agreed to mitigate the forecasted overspend on Adult Social Care Services and Healthcare Services in 2018/19.

#### **Resolved:**

- (i) The 2018/19 projected outturn position for the Perth and Kinross Integration Joint Board based on expenditure to Month 8, be noted.
- (ii) The decision by the Chair and Vice-Chair, along with the Chief Executives of both Perth and Kinross Council and NHS Tayside, to approve the recovery plan as outlined in this Report G/19/7 for Perth and Kinross Council Directed Adult Social Care Services and NHS Tayside (NHST) Directed Health Services, be homologated.
- (iii) The Chief Officer and Chief Financial Officer continue to seek all possible in-year opportunities over the remaining weeks of the financial year to deliver an improved financial out-turn.
- (iv) It be noted that the details of the recovery plan have also been formally reported to Perth and Kinross Council and will be reported to NHS Tayside Board.

### **6.2 2018/19 FINANCIAL POSITION**

There was submitted a report by the Chief Financial Officer (G/19/6) providing an update to the Perth and Kinross Integration Joint Board (IJB) on the year-end financial forecast for 2018/19 based on the 9 months to 31 December 2018.

**Resolved:**

- (i) The overall projected overspend of £1.954m for Perth and Kinross IJB for 2018/19; being an improvement of £2.081m from the last report, be noted.
- (ii) The progress with 2018/19 savings delivery, as set out in Report G/19/6, be noted.
- (iii) The update regarding IJB reserves, as set out in Report G/19/6, be noted.

### **6.3 AUDIT AND PERFORMANCE COMMITTEE UPDATE**

#### **Verbal Update by Chair of Audit and Performance Committee**

Councillor Purves, Chair of the Audit and Performance Committee, advised the Board that the next meeting of the Audit and Performance Committee was not scheduled to be held until 19 February 2019.

He advised the committee that under the new revised terms of reference for the Audit and Performance Committee any member of the IJB was now free to attend and request to participate at meetings of the Audit and Performance Committee and encouraged members to attend the next meeting. He provided the Board with an update on the various items on the agenda to be discussed at the next meeting.

The Board noted the position.

### **6.4 2019/20 CORE HEALTH AND SOCIAL CARE BUDGET**

There was submitted a report by the Chief Financial Officer (G/19/31) seeking approval from the Integration Joint Board (IJB) to the issue of a budget requisition for 2019/20 to Perth and Kinross Council (PKC) and NHS Tayside (NHST) in respect of Core Health and Social Care Services.

Appendix 2 of Report G/19/31 was tabled at the meeting.

**Resolved:**

- (i) The significant cost, demand and service pressures for 2019/20 and for 2020/21 and 2021/22, be noted.
- (ii) The savings that have been identified across the 3 year period, be noted.
- (iii) The intensive scrutiny and review that has been undertaken by the IJB Budget Review Group, be noted.
- (iv) The issue of a budget requisition to PKC and NHST in respect of Core Health and Social Care Services, be approved.
- (v) The further work being undertaken to develop a 3-Year Financial Plan for GP Prescribing and Hosted Services in order that a further budget requisition be issued to NHS Tayside following the March IJB Meeting, be noted.
- (vi) It be noted that Section 9.15 of the Integration Scheme requires both parent bodies to confirm the formal Budget Requisition to the Integration Joint Board by the day after the Council Tax is legally required to be set, this being Tuesday 12 March this year.
- (vii) The officer recommendation for Perth and Kinross Council's budget offer to the IJB for the 2019/20 financial year and that the Council's final budget

settlement will be determined at its budget-setting meeting on Wednesday 20 February 2019, be noted.

- (viii) It be noted that the NHS Tayside Board budget-setting meeting for the 2019/20 financial year will take place on Thursday 28 February 2019.
- (ix) NHS Tayside be requested to provide the IJB with the necessary financial information, particularly in relation to hosted services and GP prescribing, thus allowing the IJB to fulfil its responsibilities in line with section 9.15 of the Integration Scheme 'to provide direction to the Partners before the start of the Integration Joint Board's financial year regarding the functions that are being directed, how they are to be delivered and the resources to be used in delivery' by Tuesday 12 March 2019.
- (x) Perth and Kinross Council and NHS Tayside be asked to work with officers from the Perth and Kinross Health and Social Care Partnership to facilitate an even more collaborative IJB budget-setting process to set the 3-year 2020/23 budget.
- (xi) It be requested that Perth and Kinross Council and NHS Tayside look to review the risk-sharing agreement for the IJB to provide clarity to the Board about how potential IJB overspends will be dealt with in the future.

## **7. DEVELOPING STRATEGIC OBJECTIVES**

### **7.1 CHIEF OFFICER STRATEGIC UPDATE**

There was submitted a report by the Chief Officer (G/19/8) updating Board members on progress against tasks outlined in the rolling actions list.

#### **Resolved:**

The contents of Report G/19/8 and the following updates be noted:

- (i) Winter Planning;
- (ii) Joint inspection of Adult Services by Care Inspectorate and Health Improvement Scotland;
- (iii) The update on the Strategic Plan refresh.

### **7.2 AUDIT SCOTLAND REPORT - 'HEALTH AND SOCIAL CARE UPDATE ON PROGRESS'**

There was submitted a report by Chief Officer (G/19/9) sharing Audit Scotland's recently published report 'Health and Social Care Integration: update on progress' with the Integration Joint Board.

#### **Resolved:**

- (i) The recommendations contained in Report G/19/9, be noted.
- (ii) It be noted that the IJB management team will review this document to form an action plan.

**B CAMPBELL LEFT THE MEETING AT THIS POINT.**

## **8. STRATEGIC PROGRAMMES OF CARE**

### **8.1 CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2017/18**

There was submitted a report by the Chief Social Work Officer (G/19/10) (1) providing the Chief Social Work Officer's overview of social work and social care in Perth and Kinross during financial year 2017/18; (2) setting out how social care and social work services are being delivered and the key challenges in planning and delivering statutory social work functions; and (3) highlighting how social care and social work services are responding to new responsibilities associated with major changes in legislation and shifts in policy direction as well as increasing demand and associated budget pressures.

J Pepper provided the Board with a slide based presentation on the Chief Social Work Officer Annual Report 2017/19.

#### **Resolved:**

- (i) It be noted that Report G/19/10 was approved by Perth and Kinross Council on 19 December 2018.
- (ii) The Chief Social Work Officer Annual Report as set out in Appendix 1 to Report G/19/10 be noted.

K REID AND J VALENTINE BOTH LEFT THE MEETING AT THIS POINT.

### **8.2 PERTH AND KINROSS HEALTH AND SOCIAL CARE STRATEGIC COMMISSIONING PLAN HOUSING CONTRIBUTION STATEMENT**

There was submitted a report by the Head of Housing, Perth and Kinross Council (G/19/11) providing an update on the contribution housing has made to delivering the Health & Social Care priorities within the Strategic Commissioning Plan and also providing an update on the achievements delivered, the impact this has had on outcomes for people and an overview of some of the challenges and next steps.

C Mailer provided the Board with a slide based presentation on the Perth and Kinross Health and Social Care Strategic Commissioning Plan Housing Contribution Statement.

#### **Resolved:**

- (i) The contribution housing has made to the implementation of the Perth and Kinross Health and Social Care Strategic Commissioning Plan 2016-2019, be noted.
- (ii) The Chief Officer be instructed to integrate the contribution housing makes towards enabling people who are ill, vulnerable or with disabilities to live as independently as possible into the future revised Strategic Commissioning Plan.

A WOOD AND L BIRSE-STEWART BOTH LEFT THE MEETING AT THIS POINT.

*IT WAS AGREED TO VARY THE ORDER OF BUSINESS AT THIS POINT.*

### **8.3 APPLICATION TO AMEND GMS CONTRACT AND TO CLOSE THE BRANCH SURGERY PREMISES IN ST MADDOES FOR THE CARSE MEDICAL PRACTICE, ERROL**

There was submitted a report by the Associate Medical Director (G/19/14) outlining the current issues relating to the general practice provision for the Carse Medical Practice, Errol and to consider the Practice's request to vary their GMS Contract, detailing their proposal to close the branch surgery in St Maddoes and to provide general medical services from the main practice centre in Errol.

J Devine, Primary Care Manager was in attendance and provided the Board with a brief summary of the report.

#### **Resolved:**

- (i) The application made by the Carse Medical Practice to close their branch surgery premises in St Maddoes in accordance with Part 8 - Variation and Termination of Contracts of the National Health Service (General Medical Services Contracts) (Scotland) Regulations 2018, be noted.
- (ii) The aim of the Carse Medical Practice that all current patients have the opportunity to remain registered with the Carse Medical Practice and to continue to see their current GP team, be supported.
- (iii) The preferred option of the Carse Medical Practice to consolidate its services on one site to maintain the sustainability of the practice, subject to approval by NHS Tayside Board, be noted.
- (iv) It be agreed that further consultation with the GPs and the GP practice population be held to inform a Health Needs Assessment that will support the development of new GP practice premises in the longer term.

L BIRSE-STEWART RETURNED TO THE MEETING DURING THE ABOVE ITEM.

### **8.4 STRATEGIC PROGRAMME OF CARE BOARDS – TERMS OF REFERENCE**

There was submitted a report by the Chief Officer (G/19/12) seeking agreement on the finalised Terms of Reference for the four Strategic Programme of Care Boards.

#### **Resolved:**

The item be withdrawn for further discussion and brought back to the next meeting of the IJB.

### **8.5 STRATEGIC PROGRAMME OF CARE BOARDS – PROGRESS UPDATE**

There was submitted a report by the Chief Officer (G/19/13) providing an update on progress from the four Strategic Programme of Care Boards which have been recently established by the Perth and Kinross Health and Social Care Partnership.

K Sharp and R Jamieson provided the Board with a slide based presentation on the Carers Programme Board.

**Resolved:**

- (i) The progress on the establishment of the four Strategic Programme of Care Boards be noted.
- (ii) It be noted that the four Strategic Programme of Care Boards intend to provide an update on progress at all future IJB meetings.
- (iii) It be noted that the four Strategic Programme of Care Boards intend to provide quarterly updates on progress and performance for scrutiny to the Perth and Kinross Audit & Performance Committee by means of agreed performance frameworks.
- (iv) The proposed and planned strategic delivery actions for each Board as detailed in Section 3 of Report G/19/13, be noted.

COUNCILLOR MCDADE AND J FOULIS BOTH LEFT THE MEETING DURING THE ABOVE ITEM.

**9. INFORMATION**

There were submitted and noted the following reports for information:

**9.1 PUBLIC BODIES CLIMATE CHANGE DUTIES** – Report by Chief Officer (G/19/15)

**9.2 STANDARDS COMMISSION FOR SCOTLAND – STANDARDS UPDATE ISSUED 20 DECEMBER 2018** (G/19/16)

**10. FUTURE IJB MEETING DATES 2019**

Friday 22 March 2019 at 2.00pm (Additional Special Meeting)

Wednesday 1 May 2019 at 2.00pm

Wednesday 26 June 2019 at 2.00pm

Friday 27 September 2019 at 9.30am

Wednesday 4 December 2019 at 2.00pm

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