

## Minute of Meeting

### Renfrewshire Health and Social Care Integration Joint Board.

Date	Time	Venue
Friday, 31 January 2020	10:00	Abercorn Conference Centre, Renfrew Road, Paisley, PA3 4DR

#### Present

Councillor Jacqueline Cameron, Councillor Lisa-Marie Hughes, Councillor Jennifer Adam-McGregor and Councillor James MacLaren (all Renfrewshire Council); Dr Donny Lyons, Margaret Kerr, Dorothy McErlean and Dr Linda de Caestecker (all Greater Glasgow & Clyde Health Board); Karen Jarvis (Registered Nurse); Shilpa Shivaprasad (Registered Medical Practitioner (non-GP)); Louise McKenzie (Council staff member involved in service provision); David Wylie (Health Board staff member involved in service provision); Alan McNiven (third sector representative); John Boylan (Trade Union representative for Council); Amanda Kelso (Trade Union representative for Health Board); Dr Stuart Sutton (Registered Medical Practitioner (GP)); and David Leese, Chief Officer and Sarah Lavers, Chief Finance Officer (both Renfrewshire Health and Social Care Partnership).

#### Chair

Councillor Jacqueline Cameron, Chair, presided.

#### In Attendance

Lynn Mitchell, Managing Solicitor (Contracts & Conveyancing), Andrea McMahon, Chief Internal Auditor (for items 1 to 3 only) and Elaine Currie, Senior Committee Services Officer (all Renfrewshire Council); Christine Lavery, Head of Mental Health, Addictions and Learning Disability Services, Shiona Strachan, Acting Head of Health and Social Care (Paisley), Frances Burns, Head of Strategic Planning and Health Improvement, Jean Still, Head of Administration and David Fogg, Strategic Improvement Manager (all Renfrewshire Health and Social Care Partnership).

#### Apologies

Stephen Cruickshank (service user residing in Renfrewshire) and John Trainer, Chief Social Work Officer (Renfrewshire Council).

## **Declarations of Interest**

Councillor Cameron declared a non-financial interest in relation to item 7 of the agenda as she was a member of the Kairos group and intimated that she would remain in the meeting.

## **Order of Business**

In terms of Standing Order 4.1 (iii), the Chair intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering item 10 of the agenda after item 2 of the agenda.

## **Welcome and Introductions**

Prior to the start of the meeting, the Chair welcomed Amanda Kelso, Shiona Strachan and David Fogg to their first IJB meeting and invited members and officers to introduce themselves.

### **1 Minute**

The Minute of the meeting of the Integration Joint Board (IJB) held on 22 November 2019 was submitted.

**DECIDED:** That the Minute be approved.

### **2 Rolling Action Log**

The rolling action log for the IJB was submitted.

**DECIDED:** That the rolling action log be noted.

### **3 Review of Arrangements for the Renfrewshire IJB Audit Committee**

The Chief Officer submitted a report relative to revisions of the operational arrangements and the revised Terms of Reference for the IJB Audit Committee, a copy of which formed Appendix 1 to the report.

The IJB Audit Committee had been established on 1 April 2016 and had met three times per year. Following a recent change in the chairmanship of the IJB Audit Committee discussions had taken place on the future operational arrangements for the IJB Audit Committee.

An agenda management process to ensure that all relevant business was planned in an annual cycle formed Appendix 2 to the report.

**DECIDED:**

(a) That the revised operational arrangements for the IJB Audit Committee be approved;

(b) That the revised Terms of Reference for the IJB Audit Committee, as detailed in Appendix 1 to the report, be approved; and

(c) That the IJB Audit Committee be renamed the IJB Audit, Risk and Scrutiny Committee.

#### **4 Integration Joint Board Membership Update**

The Head of Administration submitted a report advising that Amanda Kelso replaced Graham Capstick as the Trade Union representative for Health Board on the IJB with effect from 31 January 2020.

**DECIDED:** That it be noted that Amanda Kelso was the Trade Union representative for Health Board on the IJB.

#### **5 Financial Report 1 April to 30 November 2019**

The Chief Finance Officer submitted a report relative to the revenue budget position at 30 November 2019 and the projected year-end position for the year ended 31 March 2020.

The overall revenue position for the HSCP for the year-to-date and projected outturn for 2019/20 was an underspend, as detailed in the report, prior to the transfer of balances to General and Earmarked Reserves at the financial year-end. The key pressures were highlighted in section 4 of the report.

The revenue budget position of the HSCP and Health for the financial period 1 April to 30 November 2019 and the year-end position was detailed in Appendices 1 to 4 of the report. The revenue budget position of Adult Social Care and 'other delegated services' for the period 1 April to 6 December 2019 and the year-end position to 31 March 2020 was detailed in appendices 5 to 7 of the report. Appendices 8 and 9 of the report provided a reconciliation of the main budget adjustments applied this current financial year and Appendix 10 to the report detailed the projected movement in reserves.

The report also provided information on Scottish Government funding 2019/20; reserves; and the Living Wage increase for 2019/20.

Members discussed the continued pressures within the care at home service and how this was a national issue. It was proposed that the Chief Officer establish what had been done and was being done in other IJBs around the care at home service and arrange for members to be informed at a future development session. This was agreed.

Members noted their appreciation for the work done by staff in relation to delayed discharges and pressures placed on the care at home service.

**DECIDED:**

(a) That the in-year position as at 30 November 2019 be noted;

(b) That the projected year-end position for 2019/20 be noted; and

(c) That the Chief Officer establish what had been done and was being done in other IJBs around the care at home service and arrange for members to be informed at a future development session.

## 6 Performance Management Report

The Chief Officer submitted a report providing an update on performance benchmarking analysis against national indicators carried out in December 2019 and highlighting work being carried out locally to better manage demand and improve outcomes.

The report intimated that Renfrewshire HSCP measured performance against the other HSCPs within the GG&C area, being East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde and West Dunbartonshire, and also within a 'family group' as determined by Healthcare Improvement Scotland, being Stirling, Clackmannanshire, Dumfries & Galloway, Falkirk, Fife, South Ayrshire, South Lanarkshire and West Lothian.

The analysis was based on the most recent National Core Suite of Integration Indicators data, as detailed in appendices 1 and 2 of the report, and the most up-to-date data from the Scottish Public Health Observatory (ScotPHO) Health and Wellbeing Profiles, as detailed in appendices 3 and 4 of the report. Results from the 2019 survey were expected to be published in April 2020 and a report detailing the full comparison of results would be submitted to a future meeting of the IJB.

It was noted that through the emerging transformation programme, the HSCP senior management team would work with partners to identify and implement evidence-based approaches that sought to improve outcomes for individuals and communities in Renfrewshire.

**DECIDED:** That the contents of the report be noted.

## 7 Change and Improvement Update

The Chief Officer submitted a report providing an update on the expanding Change and Improvement Programme.

The report intimated that the IJB approved the Medium-term Financial Plan for 2020/21 to 2025/26 which provided an update on the current assumptions and projected funding gap for the IJB over the next five years and also set out the IJB's two-tiered model for delivering the Plan by addressing short-term financial pressures whilst in parallel introducing a more strategic approach, focussing on the financial sustainability of the organisation in the medium-term.

Section 4 of the report detailed the Tier 1 savings identified by the HSCP amounting to approximately £1.9 million for 2020/21 and 2021/22.

A key element of the Tier 2 approach was the implementation of the HSCP's Transformation Programme which would enable a strategic approach to be taken to the prioritisation of transformational activity, the review of current service provision and the design of future, innovative service models. A Programme Board had been established to provide governance and oversight of progress. Through implemented governance structures, all transformational activity would reflect and contribute to the delivery of four guiding principles, as detailed in paragraph 5.4 of the report.

It was proposed that the Chief Officer submit a report to the IJB in September 2020 providing an update on digital opportunities available. This was agreed.

**DECIDED:**

- (a) That the content of the report be noted;
- (b) That the Tier 1 savings set out in section 4 of the report be approved;
- (c) That the progress made in engaging with stakeholders on the scope and structure of the Transformation Programme, in line with the Tier 2 medium-term approach, be noted;
- (d) That it be noted that regular updates on progress would be submitted to meetings of the IJB seeking approval for any material changes to scope of this evolving programme; and
- (e) That the Chief Officer submit a report to the IJB in September 2020 providing an update on digital opportunities available.

### **Declaration of Interest**

Councillor Cameron having previously declared a non-financial interest in relation to the following item of business remained in the meeting.

## **8 Renfrewshire Alcohol and Drug Partnership (ADP) Annual Report 2018/19**

The Chief Officer submitted a report relative to the Renfrewshire Alcohol and Drug Partnership (ADP) Annual Report 2018/19, a copy of which was appended to the report.

The report intimated that the ADP had key responsibility for implementing the National Policy Framework and driving forward local action to reduce the impact of alcohol and drugs. ADPs in Scotland produced annual reports for submission to the Scottish Government and to ensure consistency, the Scottish Government had developed a standard template designed to allow consistent reporting on how ADPs were meeting national and local priorities.

The ADP Annual Report set out the financial framework used to deliver local and national outcomes ranging from prevention and early intervention initiatives to treatment and support services which were recovery and outcome-focused. It also reflected on progress achieved against Ministerial priorities, outlining improvement goals.

The national frameworks for both drug and alcohol had recently been refreshed and it was envisaged that new reporting procedures would be developed by the Scottish Government from 2020.

**DECIDED:** That the contents of the report be noted.

### **Declaration of Interest**

Councillor Hughes declared a non-financial interest in the following item of business as she was the Chair of the Board of Directors of Renfrewshire Leisure and intimated that she would remain in the meeting.

## **9 Loneliness and Social Isolation**

The Chief Officer submitted a report relative to loneliness and social isolation which had been identified as a key theme in Renfrewshire's Health and Wellbeing Survey 2017/18.

The report intimated that the Strategic Planning Group established a Short-life Working Group which explored how loneliness and social isolation could best be addressed locally and a copy of the group's report was appended to the report.

The report outlined how the group's findings and recommendations would be taken forward.

One of the key recommendations of the report was to identify a 'champion' to highlight and promote work around loneliness and social isolation and Councillor Adam-McGregor requested that she be nominated as this 'champion'. The Head of Strategic Planning and Health Improvement intimated that she would advise the group lead, Stephen McLellan, Recovery Across Mental Health (RAMH), of this nomination.

### **DECIDED:**

(a) That the content of the Short-life Working Group's report, as appended to the report, be noted;

(b) That the approach outlined be agreed; and

(c) That the Head of Strategic Planning and Health Improvement advise the group lead, Stephen McLellan, Recovery Across Mental Health (RAMH), of Councillor Adam-McGregor's request to be nominated as the 'champion' to highlight and promote work around loneliness and social isolation.

### **Sederunt**

David Wylie left the meeting prior to consideration of the following item of business.

## **10 Joint Inspection of Adult Support and Protection in the Renfrewshire Partnership Area**

The Chief Officer submitted a report relative to the preparation underway and key dates for the joint inspection of adult support and protection arrangements in the Renfrewshire partnership area.

The report intimated that the Care Inspectorate, Her Majesty's Inspectorate of Constabulary in Scotland and Healthcare Improvement Scotland formally notified Renfrewshire HSCP and Renfrewshire Council on 7 January 2020 that they would undertake a joint inspection of adult support and protection arrangements in the Renfrewshire partnership area commencing Monday 16 March 2020.

This inspection was being carried out at the request of Scottish Ministers and was part of a programme of scrutiny and assurance activity which would take place over 2020 and 2021 in all partnership areas in Scotland, except the six partnership areas which had been included in the first independent scrutiny of adult support and protection practice in 2017.

The inspection would focus on two main areas of key adult support and protection processes and leadership for adult support and protection. A Core Steering Group had been established to oversee preparation for the joint inspection and the planned timeline for the inspection was detailed in the report.

**DECIDED:**

- (a) That the information relating to the forthcoming joint inspection of adult support and protection in Renfrewshire be noted;
- (b) That it be noted that a Core Steering Group was now in place to oversee the preparation of the joint inspection; and
- (c) That regular updates be provided to the IJB.

## **11 Proposed Dates of Meetings of the Integration Joint Board 2020/21**

The Clerk submitted a report relative to proposed dates of meetings of the IJB in 2020/21.

**DECIDED:**

- (a) That it be noted that meetings of the IJB would be held at 10.00 am on 20 March and 26 June 2020 in the Abercorn Conference Centre;
- (b) That meetings of the IJB be held at 10.00 am on 18 September and 20 November 2020 and 29 January, 26 March and 25 June 2021; and
- (c) That meetings of the IJB be held in the Abercorn Conference Centre, Renfrew Road, Paisley unless that venue is unavailable or unsuitable, in which case it be delegated to the Clerk and Chief Officer, in consultation with the Chair and Vice Chair, to determine an alternative venue.

## **12 Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the IJB would be held at 10.00 am on 20 March 2020 in the Abercorn Conference Centre, Renfrew Road, Paisley.