



Minute of Meeting Renfrewshire Health and Social Care Integration Joint Board.

Date	Time	Venue
Friday, 24 November 2023	10:00	Remotely by MS Teams,

Present

Councillor Jacqueline Cameron, Councillor Jennifer Adam, Councillor Michelle Campbell (substitute for Councillor Fiona Airlie-Nicolson) and Councillor Iain McMillan (all Renfrewshire Council); Margaret Kerr, John Matthews, Frank Shennan and Ann Cameron Burns (all Greater Glasgow & Clyde Health Board); Paul Higgins (Health Board staff member involved in service provision); Lisa Cameron (Council staff member involved in service provision); Dr Shilpa Shivaprasad (other Medical Practitioner (non-GP)); Alan McNiven (third sector representative); Fiona Milne (unpaid carer residing in Renfrewshire); John Boylan (Trade Union representative for Council); Dr Stuart Sutton (Registered Medical Practitioner (GP)); Christine Laverty, Chief Officer and Sarah Lavers, Chief Finance Officer (both Renfrewshire Health and Social Care Partnership) and John Trainer, Chief Social Work Officer (Renfrewshire Council).

Chair

Councillor Adam, Chair, presided.

In Attendance

Nairn Young, Managing Solicitor (Litigation & Advice), Elaine Currie, Senior Committee Services Officer and Kathleen Clark, Principal HE & OD Adviser (all Renfrewshire Council); Frances Burns, Head of Strategic Planning & Health Improvement, Carron O'Byrne, Head of Health & Social Care (Paisley), Laura Howat, Head of Mental Health, Alcohol & Drugs Recovery & Learning Disability Services, John Millar, Communications Business Lead (Transformation), Sian Ramsay, Finance Business Partner, James Higgins, Corporate Business Officer, David Fogg, Service Improvement Manager, Lorna Finnie, Finance Planning & Improvement Manager and Joe Deary, Service Assurance Manager (all Renfrewshire Health and Social Care Partnership).

Recording of Meeting

Prior to the commencement of the meeting the Chair intimated that this meeting of the IJB would be recorded and that the recording would be available to watch on both the Council and HSCP websites.

Apologies

Councillor Fiona Airlie-Nicolson and Annie Hair (Trade Union representative for Health Board).

Declarations of Interest

There were no declarations of interest intimated prior to commencement of the meeting.

Transparency Statements

Councillor Campbell indicated that she had a connection to items by reason of her being an employee of NHS Greater Glasgow & Clyde but not within the HSCP area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor McMillan declared that he had a connection to item 6 by reason of him being an Ambassador for St Vincent's Hospice. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

1 Minute

The Minute of the meeting of the Integration Joint Board (IJB) held on 29 September 2023 was submitted.

DECIDED: That the Minute be approved.

2 IJB Action Log

The rolling action log for the IJB was submitted.

In relation to Arrangements for Future meetings, it was noted that the venue for future meetings would be discussed at the member development session in December 2023. In relation to Financial Report 1 April to 31 July 2023, the Chief Finance Officer advised that the Director of Finance & Resources, Renfrewshire Council had advised that a proportionate share of the funding received from the Scottish Government would be passed through to the IJB from the Council to meet the impact of the 2023/24 pay award and that this action could be closed.

DECIDED: That the updates to the rolling action log be noted.

3 **Chief Officer's Report**

Under reference to item 3 of the Minute of the meeting of the IJB held on 29 September 2023, the Chief Officer submitted a report providing an update on recent key developments and operational activity and additional policy developments which would be built into future workplans, strategies and action plans.

The report provided detail on a range of key HSCP and national policy updates.

It was proposed that members be provided with an update on respite services. The Chief Officer advised that this information would be included in a future report to the IJB.

DECIDED:

(a) That the range of key HSCP updates, as detailed in sections 4 to 10 of the report, be noted;

(b) That the national policy updates, as detailed in sections 11 to 19 of the report, be noted; and

(c) That it be noted that an update on respite services would be included in a future report to the IJB.

4 **Financial Report 1 April to 30 September 2023**

The Chief Finance Officer submitted a report relative to the revenue budget position at 30 September 2023 and the projected year end position for the year ending 31 March 2024.

The report advised that the projected final outturn for 2023/24 was an overspend of £4,850k, prior to any draw down from general reserves, and included a transfer of any in-year underspend at 31 March 2024 to earmarked reserves in line with Scottish Government funding arrangements in relation to winter pressure monies, Action 15, the Primary Care Improvement Programme and the Alcohol and Drug Partnership.

The report provided information on the key pressures; prescribing; Scottish Government funding 2023/24; other delegated services and reserves.

Appendices 1 to 4 of the report detailed the revenue budget position of the HSCP, adult social care, health, and Renfrewshire Council other delegated services; Appendices 5 and 6 to the report provided a reconciliation of the main budget adjustments applied this current financial year; Appendix 7 to the report detailed the Scottish Government funding streams and Appendix 8 to the report detailed the movement in ear marked reserves.

The Chief Finance Officer gave a presentation on the revised outlook for prescribing and the budget implications which included updated information since publication of the report.

DECIDED:

- (a) That the in-year position at 30 September 2023 be noted;
- (b) That the projected year-end position for 2023/24 be noted; and
- (c) That the proposed repurposing of reserves, as detailed in section 8.8 of the report, be approved.

5 Development of a Sustainable Futures Programme: Update

Under reference to item 6 of the Minute of the meeting of the IJB held on 29 September 2023, the Head of Strategic Planning & Health Improvement submitted a report providing further detail on the work undertaken to progress the Sustainable Futures Programme and identify savings options.

The report advised that the savings identified to date were more limited than previously envisaged and provided further detail on the reasons for this position. In response to the current position, the HSCP had developed a refined approach to addressing the financial gap with complementary activity ongoing to identify mitigating actions alongside the ongoing development of savings options. The report sought approval to proceed with this updated approach, the identified savings options and related actions.

Councillor McMillan, seconded by Councillor Adam proposed (i) that the updates provided on the progress made in implementing the Sustainable Futures Programme including the issues and challenges identified, as detailed in section 5 of the report, be noted; (ii) that the updated approach set to mitigate the projected financial gap, as detailed in section 6 of the report, be approved; (iii) that the actions set out in section 7 of the report, including that the IJB: note the proposals relating to Health payroll option 1; Contract management and the non-recurring actions set out; approve the proposal to engage with key stakeholders as part of an options appraisal and impact assessment process for the related options set out for residential care, day support (short-term options) and confirmation of stabilised older people's day support model; approve the full application of eligibility criteria proposal; approve the Health payroll option 2 proposal, to apply turnover of 4% to the payroll methodology; and (v) that it be further recommended that the proposals in this report are brought to the attention of the Prime Minister and the Chancellor of the Exchequer and both the first minister and the health Secretary. The board requests that due consideration be given in the upcoming Scottish Government Budget to the effect that the proposals to change services in order to produce a balanced budget will have on vulnerable people and their families who rely on the vital service provision that Renfrewshire IJB provides. This was agreed unanimously.

DECIDED:

- (a) That the updates provided on the progress made in implementing the Sustainable Futures Programme including the issues and challenges identified, as detailed in section 5 of the report, be noted;
- (b) That the updated approach set to mitigate the projected financial gap, as detailed in section 6 of the report, be approved;

(c) That the actions set out in section 7 of the report, including that the IJB: note the proposals relating to Health payroll option1; Contract management and the non-recurring actions set out; approve the proposal to engage with key stakeholders as part of an options appraisal and impact assessment process for the related options set out for residential care, day support (short-term options) and confirmation of stabilised older people's day support model; approve the full application of eligibility criteria proposal; and approve the Health payroll option 2 proposal, to apply turnover of 4% to the payroll methodology; and

(d) That it be further recommended that the proposals in this report are brought to the attention of the Prime Minister and the Chancellor of the Exchequer and both the first minister and the health Secretary. The board requests that due consideration be given in the upcoming Scottish Government Budget to the effect that the proposals to change services in order to produce a balanced budget will have on vulnerable people and their families who rely on the vital service provision that Renfrewshire IJB provides.

6 **Performance Management Benchmarking Report**

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

The report intimated that previously, benchmarking analysis was presented to the IJB annually and due to the COVID-19 pandemic, the last report was considered by the IJB at its meeting held on 31 January 2020. The data presented a varying level of information as the pandemic had affected both completeness and trends. The data focussed on a current comparison with the HSCP's family group and the other HSCPs within the NHSGGC area, as detailed in the report, rather than referencing historical trends.

The appendices to the report detailed the most recent data for indicators 11 to 19 from the National Core Integration Indicators and 11 indicators from the Scottish Public Health Observatory Health and Wellbeing Profiles.

The report advised that this analysis would be used as the baseline to allow comparisons and trend analysis to be provided from 2024/25 onwards.

DECIDED:

(a) That the benchmarking report for Renfrewshire HSCP be noted; and

(b) That it be noted that the interpretation of trends, particularly those based on hospital activity information, had been impacted by the COVID-19 pandemic.

7 **Workforce Planning: Update on Year 1 progress and Year 2 actions**

Under reference to item 8 of the Minute of the meeting of the IJB held on 25 November 2022, the Strategic Lead & Improvement Manager submitted a report providing an update on Year 1 progress and Year 2 actions of Renfrewshire HSCP's Workforce Plan 2022/25, a copy of which was appended to the report.

The report intimated that the Renfrewshire HSCP Workforce Plan 2022/25 had been approved at the meeting of the IJB held on 25 November 2022 and had been submitted to the Scottish Government for review, with positive feedback being received. The Scottish Government requested that progress updates on the delivery of the Health Board and HSCP Workforce Plans be incorporated into Health Board's Annual Delivery Plans. For NHSGGC this was done at a summary level to reflect the complexity of planning arrangements across six HSCPs and the Health Board.

The report advised that the Scottish Government had set out a requirement that HSCPs review their Plans to set out the progress made, the changes required, and that Plans be published on respective websites by the end of October 2023. It had subsequently been agreed with the Scottish Government that Renfrewshire HSCP would submit an update at the end of November 2023 following review and approval of the Year 1 update by the IJB.

The report provided an update on the outcomes of the review, progress made and actions moving into Year 2.

DECIDED:

(a) That the progress made in delivering actions identified for Year 1 of the Plan, which formed Appendix A to the report, be noted;

(b) That the Year 2 Plan reflecting the changes outlined, which formed Appendix B to the report, be approved; and

(c) That the Appendices be submitted to the Scottish Government as part of the requested annual update and published on the HSCPs website.

8 Refresh of the Strategy for Mental Health Services in Greater Glasgow and Clyde 2023/28

Under reference to item 16 of the Minute of the meeting of the IJB held on 24 June 2022, the Head of Mental Health, Learning Disability and Alcohol and Drugs Recovery Services submitted a report relative to the refresh of the Strategy for Mental Health Services in Greater Glasgow and Clyde 2023/28, a copy of which was appended to the report.

The report intimated that the work on the refresh of the Strategy had been completed and spanned across both Adult Mental Health Inpatient and Community Services and took a whole system approach, linking the planning of services across NHSGGC, incorporating the planning priorities of the six HSCPs and was aligned with delivery of the Scottish Government's Mental Health Strategy 2017/27.

The report provided an update on Action 15 and Mental Health and Well Being in Primary Care.

DECIDED:

(a) That the progress made against the existing Mental Health Strategy 2018/23, outlined in the proposed strategy refresh, be noted;

(b) That the updates relating to Action 15 and Mental Health and Well Being in Primary Care be noted; and

(c) That the refresh of the Strategy for Mental Health Services in Greater Glasgow and Clyde 2023/28 be approved.

9 **Renfrewshire HSCP: Winter Plan 2023/24**

The Strategic Lead & Improvement Manager submitted a report relative to Renfrewshire HSCP's Winter Plan 2023/24, a copy of which was appended to the report.

The report intimated that each year, the HSCP and partner organisations proactively developed plans to ensure the resilience of critical services over the winter period. It was recognised that pressures which were usually more likely to be prevalent in winter were now being identified and managed throughout the year and the winter planning process reflected and built on the HSCP's increased focus on year-round business continuity activity. It was noted that the HSCP's winter planning focussed on identifying further actions to protect service provision during this period.

The report advised that the Winter Plan 2023/24 provided a summary of additional actions being taken to prepare for the winter period in Renfrewshire.

DECIDED:

(a) That Renfrewshire HSCP's draft Winter Plan 2023/24 be approved;

(b) That it be noted that the Plan aligned to both the NHSGGC Board and Renfrewshire Council Winter Plans and would remain a live document to respond to changing circumstances throughout the winter period; and

(c) That it be noted that implementation of Winter Plans would be supported by internal and external communications and engagement strategies developed in conjunction with NHSGGC and Renfrewshire Council.

10 **Chief Social Work Officer Report 2022/23**

The Chief Social Work Officer submitted a report relative to his 2022/23 Annual Report.

The report advised that the annual reports of all Chief Social Work Officers were submitted to the office of the Chief Social Work Advisor at the Scottish Government in order that a national overview report could be produced. The annual report from the Renfrewshire Chief Social Work Officer provided a summary of the activities relating to the Chief Social Work Officer during 2022/23 and was attached as an appendix to the report.

DECIDED:

(a) That the key activities outlined in the Chief Social Work Officer's Annual Report be noted;

(b) That the commitment of social work staff in the consistent delivery of quality frontline services be acknowledged;

(c) That it be noted that the report was presented to the meeting of Renfrewshire Council held on 28 September 2023;

(d) That it be noted that the report would be submitted to the Office of the Chief Social Work Advisor at the Scottish Government; and

(e) That it be agreed that the next annual report from the Chief Social Work Officer would be presented in Autumn 2024.

11 **Climate Change Duties**

The Head of Strategic Planning & Health Improvement submitted a report relative to the IJB's annual report on compliance with climate change duties for 2022/23, a copy of which was appended to the report.

The report intimated that the Scottish Government had issued specific guidance for IJBs recognising that climate change emissions and service delivery were reported through the relevant NHS Board and Local Authority. However, the Scottish Government were keen to better understand how IJBs interacted with their partner bodies on decision-making relating to climate change policies.

The report advised that Renfrewshire HSCP continued to support both Renfrewshire Council and NHSGSC in tackling the climate emergency and environmental challenges locally and across the Glasgow City Region.

DECIDED: That the content of the compliance with the climate change report 2022/23, which formed Appendix 1 to the report, be approved.

12 **IJB Audit, Risk and Scrutiny Committee**

The Chair of the IJB Audit, Risk & Scrutiny Committee provided a verbal update on the business conducted at the meeting of the Committee held on 17 November 2023.

The Chair advised that a number of audit reports had been presented to the Committee, namely internal audit reports from the Council and NHS and the final audit report on the IJB accounts 2022/23; that a member development session had been held in relation to the CIPFA Audit Committee Guidance with a self-assessment exercise undertaken and an action plan produced for submission to a future meeting of the IJB; that the terms of reference of the Committee had been reviewed and that these would be submitted to a future meeting of the IJB for approval; the Committee had considered an update on the Risk and Issue Register noting that a revised Risk Management Policy and Strategy would be brought to the Committee for review and approval in March 2024 and had considered a report in relation to the Care Inspectorate inspection of Hunterhill Care Home.

DECIDED: That the verbal update be noted.

13 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the IJB would be held remotely on MS teams at 10.00 am on 26 January 2024.