

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

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Friday, 25 November 2022	10:00	Remotely by MS Teams,

### **Present**

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

### **Chair**

In the absence of the Chair, Councillor Adam, Vice Chair, presided.

### **In Attendance**

Mark Conaghan, Head of Corporate Governance (Clerk) and Euan Gray, Senior Committee Services officer (both Renfrewshire Council); Frances Burns, Head of Strategic Planning & Health Improvement, Carron O'Byrne, Head of Health & Social Care (Paisley), James Higgins, Corporate Business Officer, John Millar, Communications Business Lead (Transformation), David Fogg, Service Improvement Manager, Laura Howat, Interim Head of Mental Health, Learning Disability & Alcohol & Drugs Recovery Services, Sian Ramsey, Assistant Finance Business Partner and Jade Collins, Communications Officer (all Renfrewshire Health and Social Care Partnership).

### **Recording of Meeting**

Prior to the commencement of the meeting the Vice 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 Iain McMillan (Renfrewshire Council), John Matthews and Frank Shennan (both Greater Glasgow & Clyde Health Board) 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.

### **1 Minute**

The Minute of the meeting of the Integration Joint Board (IJB) held on 16 September 2022 was submitted.

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

### **2 Rolling Action Log**

The rolling action log for the IJB was submitted.

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

### **3 Arrangements for Future Meetings of the Integration Joint Board and the Integration Joint Board Audit, Risk and Scrutiny Committee**

Under reference to item 19 of the Minute of the meeting of the IJB held on 24 June 2022, the Clerk submitted a report relative to the arrangements for future meetings of the IJB and the IJB Audit, Risk and Scrutiny Committee.

The report intimated that to allow for the remote attendance of members at meetings, the HSCP was continually investigating the possibility of meeting in venues, other than Council or Health Board venues, which offered a hybrid meeting facility. This matter would be kept under review and a report would be submitted to the first available IJB meeting should a suitable venue be identified which met IJB requirements.

The report advised that in the meantime and following discussion with the Chair and Vice Chair of the IJB, it was proposed that meetings of the IJB and the IJB Audit, Risk and Scrutiny Committee continue to be held remotely using MS teams. Therefore, the meetings of the IJB scheduled to be held on 27 January, 31 March and 30 June 2023 and the meetings of the IJB Audit, Risk and Scrutiny Committee scheduled to be held on 24 March and 23 June 2023 would be held remotely using MS teams.

**DECIDED:**

(a) That meetings of the IJB and the IJB Audit, Risk and Scrutiny Committee continue to be held using MS teams and that the meetings of the IJB scheduled to be held on 27 January, 31 March and 30 June 2023 and the meetings of the IJB Audit, Risk and Scrutiny Committee scheduled to be held on 24 March and 23 June 2023 be held remotely using MS teams; and

(b) That it be noted that this matter would be kept under review and that a report would be submitted to the first available meeting should a suitable venue be identified which met IJB requirements.

#### 4 **Updated IJB Report Template**

The Clerk submitted a report relative to an updated IJB report template, a copy of which was appended to the report.

The report intimated that the IJB approved the current report template when it was established in 2015. In March 2020, the template was updated to include reference to Directions in response to the publication of guidance from Scottish Ministers.

The report sought agreement to further update the implications section of the template, in response to previous discussion within IJB meetings, to make the section more relevant to the business of the IJB and proposed that the original 'Community Planning' implication be replaced with a 'Strategic Plan and Community Planning' implication as well as including two additional implications being 'Wider Strategic Alignment' and 'Fairer Duty Scotland' in recognition that the business considered by the IJB was wide ranging and covered a range of strategic priorities.

The report proposed that, subject to approval, the updated template would be brought forward for use from January 2023 onwards.

**DECIDED:** That the proposed amendments to the report template, as appended to the report, be approved.

#### 5 **Chief Officer's Report**

The Chief Officer submitted a report providing an update on key developments and operational activity since the last meeting of the IJB held on 16 September 2022 and additional policy developments which would be built into future workplans, strategies and action plans.

The report intimated that the report had been developed during an ongoing period of change and uncertainty, particularly with the financial circumstances faced by the IJB, and provided an update on financial planning, which set out the approach to preparing for and managing likely financial challenges in the current and future years.

The report provided updates in relation to the formal opening of CIRCLE and the reopening of the Disability Resource Centre; the autumn/winter COVID-19 booster and winter vaccination programme; financial planning; the National Care Service; drug related deaths and suspected drug deaths; suicide prevention; the Scottish Government winter resilience plan and the social care staff support fund; the Scottish Parliament's publication of the Health, Social Care and Sports Committee's report entitled 'tackling health inequalities in Scotland'; the Patient Safety Commissioner Bill; and the NHS public protection accountability and assurance framework.

**DECIDED:**

(a) That the key operational updates covering the formal opening of CIRCLE and the reopening of the Disability Resource Centre following refurbishment works, as detailed in section 4 of the report, be noted;

- (b) That the update on the autumn/winter COVID-19 booster and winter vaccination programme and respective timescales, as detailed in section 5 of the report be noted;
- (c) That the financial planning update and approach taken to identify savings and service development opportunities, as detailed in section 6 of the report, be noted;
- (d) That the progress update on the National Care Service (Scotland) Bill, as detailed in section 7 of the report, be noted;
- (e) That publication of Police Scotland's latest quarterly statistics on suspected drug deaths in Scotland between April to June 2022 and related local activity, as detailed in section 8 of the report, be noted; and
- (f) That the updates on a range of policy publications from the Scottish Government and Scottish Parliament, as detailed in sections 9 to 13 of the report, be noted.

## **6 Financial Report 1 April to 30 September 2022**

The Chief Finance Officer submitted a report relative to the revenue budget position at 30 September 2022 and the projected year-end position for the year ended 31 March 2023.

The report referred to the development session held on 12 August 2022 where the Chief Finance Officer highlighted the current volatility of the IJB's budget due to the current economic and cost of living crisis and the likelihood that this would have a negative impact on projections through the financial year. It was noted that given the current fluid discussions on pay negotiations it was not yet clear what the final impact would be on the overall budget position for 2022/23 or what funding would be passed through to the IJB to meet these increased costs.

The report intimated that, as highlighted at the IJB meeting held on 16 September 2022, the continued delay in receiving a number of ring-fenced allocations from the Scottish Government in respect of specific Scottish Government priorities meant that it was not clear how the in-year budget would be impacted and what conditions would be attached to the funding when it was received, including whether it would be recurring or non-recurring.

The report advised that the IJB year-to-date position, including the impact of COVID-19 which was funded from the draw-down of COVID-19 earmarked reserves, was an underspend of £1,151,000 and the projected outturn for 2022/23 was an underspend of £2,370,000.

The report provided information on the key pressures; responding to the COVID-19 pandemic; Scottish Government funding 2022/23; changes to the PCIP funding and the anticipated impact service delivery; 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. Letters from the Scottish Government formed appendices 9 to 11 of the report.

**DECIDED:**

- (a) That the in-year position at 30 September 2022 be noted;
- (b) That the projected year-end position for 2022/23 be noted;
- (c) That the current estimated financial assessment of the consequences of the COVID-19 pandemic for 2022/23 be noted;
- (d) That the creation of an earmarked reserve to fund the projected shortfall in the delivery of the PCIP programme to be funded from the projected year end health underspend and a realignment of a proportion of the fixed-term posts reserve, reflecting difficulties in recruiting to fixed-term posts, as detailed in paragraph 6.4 of the report, be approved; and
- (e) That it be noted that a report would be submitted to a future meeting of the Integration Joint Board to provide an update on the PCIP delivery plan following the change in the funding model.

**7 IJB Audited Annual Accounts 2021/22**

Under reference to item 10 of the Minute of the meeting of the IJB held on 24 June 2022, the Chief Finance Officer submitted a report relative to the audited annual accounts for the IJB for 2021/22, a copy of which was appended to the report.

The report intimated that Audit Scotland had provided an audit opinion which was free from qualification. It was noted that Audit Scotland had also submitted a report to the IJB Audit, Risk and Scrutiny Committee held on 18 November 2022 which detailed matters arising over the course of the audit.

The report advised that under the Local Authority Accounts (Scotland) Regulations 2014, the IJB must meet to consider the annual accounts and approve those accounts for signature no later than 30 September, however, due to the impact of the coronavirus pandemic, additional flexibility had been given for the 2021/22 annual accounts. Regulation 10(1) of the accounts regulations had been amended for 2021/22 requiring that the audited accounts be approved for signature by 30 November 2022.

**DECIDED:** That the audited annual accounts 2021/22 be approved for signature in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

**8 Final Draft of Workforce Plan 2022/25**

Under reference to item 13 of the Minute of the meeting of the IJB held on 24 June 2022, the Head of Strategic Planning & Health Improvement submitted a report relative to the final draft of the Workforce Plan 2022/25, a copy of which was appended to the report.

The report intimated that following approval by the IJB in June 2022, the draft Workforce Plan 2022/25 had been submitted to the Scottish Government in July 2022 for review and comment and the very positive feedback provided by the Scottish Government was summarised within the report. The Workforce Plan had subsequently been reviewed and updated and the HSCP had engaged with NHGGC and Renfrewshire Council for any additional feedback.

**DECIDED:**

- (a) That the further updates made to the Workforce Plan be noted;
- (b) That it be noted that a more detailed delivery Plan with owners and key deliverables would be developed to support delivery of the Plan, once approved; and
- (c) That the draft of the Workforce Plan, appended to the report, be approved as the final version.

## 9 **Draft Annual Performance Report 2021/22**

The Head of Strategic Planning & Health Improvement submitted a report relative to the HSCP's draft annual performance report for 2021/22 which included the performance scorecard and the core suite of integration indicators, a copy of which was appended to the report.

The report intimated that previously HSCPs were required to publish annual performance reports by 31 July, however, the Scottish Government moved legislation to extend the Coronavirus (Scotland) Act 2020 through to 30 September 2022 and advised that IJBs were able to extend the date of publication to 30 November 2022. It was noted that in taking advantage of this extension, the data in the report was more robust than previous years, having been validated through the appropriate structures.

The report advised that as the annual performance report was for the 2021/22 financial year it did not reflect the more recent developments such as the improved waiting lists for CAMHS or the opening of the CIRCLE recovery hub.

The report noted that the annual performance report was structured around the nine national health and wellbeing outcomes and was divided into seven main sections. Evidence and relevant performance indicators highlighting commitment to improving health and wellbeing outcomes within communities could be found under each outcome. Following approval, the annual performance report 2021/22 would be published online on 30 November 2022 and a summary version would be available both online and in printed form.

**DECIDED:** That the draft annual performance report 2021/22, as appended to the report, be approved.

## 10 **IJB Financial Sustainability and Outlook 2023/24**

Under reference to item 10 of the Minute of the meeting of this IJB held on 25 March 2022, the Chief Finance Officer submitted a report relative to the estimated financial outlook for the IJB for 2023/24, taking into account the extreme and ongoing period of uncertainty and increasing levels of risk relating to the financial sustainability and stability of the IJB.

The report intimated that Renfrewshire IJB was a legal entity in its own right created by Parliamentary Order following ministerial approval of the Integration Scheme between Renfrewshire Council and NHSGGC. It was accountable for the stewardship of public funds and ensuring that its business was conducted under public sector best practice governance arrangements, including ensuring that public money was safeguarded, properly accounted for and used economically, efficiently and effectively. The budget delegated by the two partner bodies, was used to commission services delivered by Renfrewshire HSCP. Under the terms of the Integration Scheme, partner organisations would make appropriate arrangements to fund pay awards, contractual uplifts, the

impact of demographic changes and determine efficiency targets of their respective budget setting process.

The report provided updates of activity underway to maintain continued financial balance at this time of significant economic volatility.

**DECIDED:**

(a) That the assumption and context of the medium-term financial outlook and the levels of uncertainty that existed in relation to these assumptions, and the ongoing expectation of the IJB being required to continue to plan for further significant budget gaps going forward, be noted;

(b) That it be agreed that Audit Scotland's key recommendation from its annual audit report 2021/22, as highlighted in section 8.2 of the report, that 'The Board should remain focussed on the financial challenges facing the IJB and continue to ensure decisions are taken to support medium and long-term financial sustainability' be taken forward;

(c) That the replanned timetable for financial planning, as detailed in section 10.3 of the report, be noted and agreed; and

(d) That the additional areas of focus for savings and transformation, as detailed in section 10.5 of the report, be noted.

**11 Renfrewshire HSCP Winter Plan 2022/23**

The Head of Strategic Planning & Health Improvement submitted a report relative to Renfrewshire HSCP's Winter Plan 2022/23, 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. 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 2022/23 provided a summary of additional actions being undertaken to prepare for the winter period in Renfrewshire and linked to individual service level plans, planning undertaken by partner organisations and the Unscheduled Care Commissioning Plan and reinforced existing business continuity plans which were under ongoing review within the HSCP.

**DECIDED:**

(a) That Renfrewshire HSCP's Winter Plan 2022/23 be approved;

(b) That it be noted that the Plan would be 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.

## 12 **Mental Health - Suicide Prevention**

The Interim Head of Mental Health, Learning Disabilities and Alcohol and Drugs Recovery Services submitted a report providing an update on the local and national suicide prevention context, the current and planned strategic activity relating to suicide prevention and highlighting the most recent statistics for probable deaths by suicide in Renfrewshire.

The report outlined the Scottish Government's recently published National Suicide Prevention Strategy 2022/32 'Creating Hope Together' and accompanying three-year Action Plan for 2022/25 and advised that the strategy's vision, guiding principles and priorities were aligned with the HSCP's Strategic Plan and ongoing local activity.

The report advised that one short-term priority was the implementation of a Chief Officer led local multi-agency strategic group for suicide prevention by March 2023 which was currently being established with the remit and comprehensive terms of reference being developed. The group would consist of relevant key partners across Renfrewshire and would lead on developing a suicide prevention strategy with the aim of reducing the rate of suicide and self-harm within Renfrewshire.

### **DECIDED:**

(a) That the local and national position on ongoing activity in relation to suicide prevention be noted;

(b) That the headline priorities of the National Suicide Prevention Strategy and how this aligned with the ongoing and planned activity within Renfrewshire be noted; and

(c) That the progression towards implementing a multi-agency strategic group for suicide prevention in Renfrewshire and the request for IJB representation and support be noted.

## 13 **Alcohol and Drugs Recovery Service Update**

The Interim Head of Mental Health, Learning Disabilities and Alcohol and Drugs Recovery Services submitted a report providing an update on the local activity and progress in relation to tackling drug related deaths in Renfrewshire.

The report intimated that this report followed the outline brief update within the Chief Officer's report to the IJB on 14 September 2022 and included information relating to the publication of 2021 statistics and the most recent figures on suspected drugs related deaths for 2022.

The report provided detail on the current local position and how this aligned with national context and policies and an overview of the work already underway or planned to tackle drug related deaths in Renfrewshire.

### **DECIDED:**

(a) That the confirmed 2021 drug related death statistics published by National Records of Scotland and the 2022 suspected drug related deaths report from Police Scotland be noted;



(b) That the local and national position and ongoing activity in relation to tackling drug related deaths in Renfrewshire be noted; and

(c) That the important local work progressed thus far, future planned activity, and how the impact of this would be monitored and evaluated be noted.

#### 14 **Chief Social Work Officer Report 2021/22**

The Chief Social Work Officer submitted a report relative to his 2021/22 annual report.

The report provided an overview of governance arrangements; the activities of the Chief Social Work Officer in 2021/22; an overview of social work services; and identified key priorities for 2021/22.

A copy of the annual report by the Chief Social Work Officer was appended to the report. The report intimated that the scope of the Chief Social Work Officer role covered all social work and social care services, whether provided directly by the local authority, or in partnership with others. Where these services were purchased or commissioned from external providers, the Chief Social Work Officer had responsibility to advise on the specification, quality and standards of services commissioned. It was noted that current guidance for the role reflected the strategic nature and the particular function in relation to IJBs and HSCPs.

#### **DECIDED:**

(a) That the key activities outlined in the Chief Social Work Officer's 2021/22 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 CSWO annual report was presented to the meeting of Renfrewshire Council held on 29 September 2022;

(d) That it be noted that the Chief Social Work Officer's annual 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 2023.

#### 15 **Climate Change Duties**

The Head of Strategic Planning & Health Improvement submitted a report relative to Renfrewshire IJB's annual report on compliance with climate change duties for 2021/22.

The report intimated that the Scottish Government required IJBs to prepare annual reports on compliance with climate change duties and that the 2021/22 report required to be submitted to the Sustainable Scotland Network by 30 November 2022.

The report advised that on 3 November 2022, the Scottish Government issued specific guidance for IJBs recognising that since mandatory reporting legislation came into force in 2015, the IJB 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 noted that Renfrewshire HSCP continued to support both Renfrewshire Council and NHSGGC 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 2021/22 be approved.

## 16 **IJB Audit, Risk and Scrutiny Committee**

Under reference to item 10 of the Minute of the meeting of the IJB held on 16 September 2022, the Chair of the IJB Audit, Risk & Scrutiny Committee provided a verbal update on the business conducted at the meeting held on 18 November 2022.

A number of audit reports had been presented to the Committee, namely internal audit reports from the Council and NHS and a positive report from Audit Scotland. The annual accounts had also been reviewed and approved prior to submission to this meeting of the IJB. The IJB Risk Register was reviewed and it was agreed to add items to highlight the anticipated increase in demand for mental health services due to the cost of living crisis and the potential impact of planned power outages on the service and members of the public. It had been noted that the Care Inspectorate had carried out inspections of Montrose Care Home and Renfrew Care Home and that both had received very positive reports.

**DECIDED:** That the verbal update be noted.

## 17 **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 27 January 2023.