

Minute of Meeting

Renfrewshire Health and Social Care Integration Joint Board.

Date	Time	Venue
Friday, 31 March 2023	10:00	Remotely by MS Teams,

Present

Councillor Jacqueline Cameron, Councillor Jennifer Adam, 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); Karen Jarvis (Registered Nurse); Paul Higgins (Health Board staff member involved in service provision); Dr Shilpa Shivaprasad (other Medical Practitioner (non-GP)); Fiona Milne (unpaid carer residing in Renfrewshire); Stephen Cruickshank (service user residing in Renfrewshire); 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

John Matthews, Chair, presided.

In Attendance

Mark Conaghan, Head of Corporate Governance (Clerk), David Christie, Senior Communications Officer and Elaine Currie, Senior Committee Services officer (all Renfrewshire Council); Jackie Dougall, Head of Health & Social Care (West Renfrewshire), Frances Burns, Head of Strategic Planning & Health Improvement, Carron O'Byrne, Head of Health & Social Care (Paisley), Laura Howat, Interim Head of Mental Health, Alcohol and Drugs Recovery and Learning Disability Services, Sian Ramsay, Finance Business Partner, Fiona McLaren, Finance Operational Manager, Lorna Finnie, Finance Planning & Improvement Manager, James Higgins, Corporate Business Officer, John Millar, Communications Manager, David Fogg, Service Improvement Manager, Joseph Deary, Service Manager, John Sheridan, Day Services Manager, Jade Collins, Communications Officer and Lesley Nish, Interim Health Improvement and Inequalities Manager (all Renfrewshire Health and Social Care Partnership); Caroline Sinclair, Chief Officer, East Dunbartonshire IJB (for items 1 to 4 only) and Karen Lamb, Head of Children's Services (for items 1 to 4 only) (NHSGGC).

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

Lisa Cameron (Council staff member involved in service provision); Alan McNiven (third sector representative) and John Boylan (Trade Union representative for Council).

Declarations of Interest

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

1 Minute

The Minute of the meeting of the Integration Joint Board (IJB) held on 27 January 2023 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 Membership Update

The Clerk submitted a report providing an update on the membership of the IJB.

The report intimated that the NHS Board had clarified that John Matthews and Frank Shennan had both been reappointed as voting members on the IJB from 31 March 2023 for a further period of three years.

DECIDED: That the IJB confirm that John Matthews and Frank Shennan, both appointed by the NHS Board, be reappointed as voting members to the IJB with effect from 31 March 2023 for a further period of three years.

4 **NHSGGC Specialist Children's Services Hosting Arrangements**

Under reference to item 4 of the Minute of the meeting of the IJB held on 27 January 2023, the Chief Officer submitted a report providing an update on the progress towards planning for implementation of a single service structure for Specialist Children's Services (SCS), which comprised Child and Adolescent Mental Health Services (CAMHS) and Specialist Community Paediatrics Teams (SCPT) Services.

The report intimated that change would be guided by a project plan which would include a consultation and engagement plan and that the work would be inclusive of all key stakeholders and staff partnership colleagues. An oversight group had been established to support the work with representation from all HSCPs within the GGC area.

A briefing setting out the pre-established rationale for realignment of Children's Services formed Appendix 1 to the report and included detailed information in relation to current structures, the proposed process for implementation, the current financial framework and associated staffing compliment, current management arrangements and clinical, care governance and performance arrangements.

The report advised that the total budget and resource transferring as part of this realignment were subject to a due diligence exercise and the indicative annual budget to be realigned from Renfrewshire HSCP to East Dunbartonshire HSCP was detailed in the table in paragraph 4.2 of the report.

It was proposed that regular progress updates be submitted to future meetings of the IJB. This was agreed.

DECIDED:

(a) That the content of the report be noted;

(b) That the resource and budget transfer of Specialist Children's Services to East Dunbartonshire, related to the implementation of a single Specialist Children's Service alignment, as contained within the budget section of the report be approved; and

(c) That regular progress updates be submitted to future meetings of the IJB.

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 27 January 2023 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.

The report provided updates in relation to the development of the HSCP Property Strategy; compliance with the Public Sector Equality Duty; the review of the National Carers Strategy; the Scottish Government's cross government response to the Drugs Deaths Taskforce Changing Lives report; the Scottish Government Budget Bill 2023/24;

the NHS 2023/24 and NHS agenda for change review; the recent publication by the Scottish Government providing an analysis of the consultation to inform the development of a new Mental Health and Wellbeing Strategy for Scotland; a progress update of the National Care Service; the Audit Scotland NHS in Scotland 2022 report; the Homelessness Persons (Suspension of Referrals between Local Authorities) (Scotland) Order 2022; and the Scottish Government publication of Scotland's first Data Strategy for Health and Social Care.

DECIDED:

(a) That the development of a HSCP Property Strategy, as detailed in section 4 of the report, be noted;

(b) That the update on compliance with the Public Sector Equality Duty, as detailed in section 5 of the report be noted;

(c) That the local assessment of the National Carers Strategy, as detailed in section 6 of the report, be noted;

(d) That the Scottish Government Drugs Deaths Taskforce response: A cross Government approach and Renfrewshire's approach, as detailed in section 7 of the report, be noted;

(e) That the update on the Scottish Budget 2023/24, as detailed in section 8 of the report, be noted;

(f) That the NHS 2023/24 pay offer and the NHS Agenda for Change review, as detailed in section 9 of the report, be noted;

(g) That the consultation analysis results from the Mental Health and Wellbeing Strategy for Scotland Final Report, as detailed in section 10 of the report, be noted;

(h) That the progress update on the National Care Service (Scotland) Bill, as detailed in section 11 of the report, be noted;

(i) That the key messages and recommendations from the Audit Scotland NHS in Scotland 2022 Report, as detailed in section 12 of the report, be noted;

(j) That the update on prevention of homelessness duties for public bodies, as detailed in section 13 of the report, be noted; and

(k) That the publication of Scotland's first Data Strategy for Health and Social Care, as detailed in section 14 of the report, be noted.

6 Financial Report 1 April 2022 to 31 January 2023

The Chief Finance Officer submitted a report relative to the revenue budget position at 31 January 2023 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 as well as future years. In addition, it

was noted that there was still a delay in receiving a number of ring-fenced allocations from the Scottish Government in respect of specific Scottish Government priorities and it was therefore not clear how the in-year budget would be impacted.

The report advised that the in-year budget allocation from the Scottish Government to fund the increased pay settlement for health employees had not yet been received and that it should be noted that the projected year-end position assumed this was fully funded, therefore any shortfalls would have a detrimental impact on the current projected year-end position.

The report further 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 £563,000 and the projected outturn for 2022/23 was an underspend of £652,000.

The report provided information on the key pressures; prescribing; responding to the COVID-19 pandemic; Scottish Government funding 2022/23; 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 reserves.

DECIDED:

- (a) That the in-year position at 31 January 2023 be noted;
- (b) That the projected year-end position for 2022/23 be noted; and
- (c) That the current estimated financial assessment of the consequences of the COVID-19 pandemic for 2022/23 be noted.

7 **Delivering Sustainable Futures**

The Head of Strategic Planning & Health Improvement submitted a report relative to the HSCP's proposed approach to achieving Sustainable Futures in the next financial year and future years.

The report intimated that the IJB approved their Strategic Plan and Medium-term Financial Plan for 2022/25 in March 2022. These Plans were closely aligned and underpinned by five key themes, being Sustainable Futures; Healthier Futures; Connected Futures; Enabled Futures and Empowered Futures, which set out the IJB's objectives within a challenging financial context. It was noted that the Sustainable Futures theme was essential to the delivery of the IJB's wider objectives which focussed on prevention and early intervention where possible; supporting the people of Renfrewshire within their communities; ensuring services were safe and effective; and enabling choice and control. This theme was defined to ensure that available resources in health and social care systems were used effectively, whilst recognising that further reform of services would be required alongside an ongoing focus on the delivery of savings.

The report provided an overview of proposed savings and service reform in developing new ways of working to enable Sustainable Futures.

DECIDED:

(a) That the high-level financial context set out in section 3 of this report and the approach which had been adopted by the HSCP to address the budget gap in 2023/24 and the projected gap in future financial years, in alignment with the IJB's Strategic Plan and Medium-term Financial Plan, as detailed in sections 3 and 4 of the report, be noted;

(b) That the savings proposals set out within the context of the IJB's financial planning and budget setting for 2023/24, as detailed in section 5 of the report, be approved; and

(c) That the direction of travel set out for the definition and implementation of service reform at the scale required, as detailed in section 6 of the report, be approved and that it be noted that a further update on related activity would be submitted to the next meeting of the IJB to be held on 30 June 2023.

8 2023/24 Delegated Health and Social Care Budget

The Chief Finance Officer submitted a report relative to the financial allocation and budgets made available to the IJB for 2023/24 by Renfrewshire Council and NHS GGC, outlining the main financial pressures on health and adult social care services.

The report intimated that Renfrewshire IJB was a legal entity created by Parliamentary Order following ministerial approval of the Integration Scheme between Renfrewshire Council and NHS GGC. 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 organisations was used by the IJB to commission services which were delivered by Renfrewshire HSCP. The principles of the funding allocated by the two partner organisations were set out in the Integration Scheme, however, utilisation of this funding was delegated to the IJB.

The report further intimated that under the terms of the Integration Scheme, partner organisations should make appropriate arrangements to fund pay awards, contractual uplifts, the impact of demographic changes and determine efficiency targets as part of their respective budget setting processes. The role of the Section 95 Officer, Chief Finance Officer, for the IJB included both the adherence to professional standards as well as compliance with section 95 of The Local Government (Scotland) Act 1973 and for the IJB this included the requirement to ensure a balanced budget was set.

The report set out the IJB and the Chief Finance Officer's responsibility to set a balanced budget; the 2023/24 context; the implications of the Scottish Government budget for 2023/24, the Bill for which was passed on 21 February 2023; provided an overview of the IJB's budget allocation for 2022/23 and cost pressures and demand; the risks to be managed through reserves and the financial recovery plan.

The report noted that Renfrewshire Council, at its meeting on 2 March 2023, approved the delegated adult social care budget for 2023/24 and that this included an additional recharge for HSCP support costs of c£1.5 million. The Director of Finance & Resources for Renfrewshire Council had written to the Chief Finance Officer confirming the budget

for 2023/24 which was summarised in section 7.6 of the report. A copy of the letter dated 22 March 2023 formed Appendix 3 to the report. It was noted that the Chief Finance Officer would work with the Director of Finance & Resources to ensure that due diligence was completed in respect of the proposed additional recharge for support services provided by Renfrewshire Council.

The NHSGGC budget offer for 2023/24 was based on an uplift of 2% and the high-level summary of the offer was detailed in section 8.5 of the report with the letter from the Assistant Director of Finance-Financial Planning & Performance dated 9 March 2023 formed Appendix 4 the report.

The report noted that we were living in unprecedented times and that the war in Ukraine, the volatility of inflation and interest rates, rising energy costs, supply chain issues, the cost-of-living crisis, recruitment challenges, continuing and legacy COVID-19 impacts, were converging to create a hugely difficult funding scenario for the public sector across the UK. The financial impact of which was likely to continue over the medium-term and at least over the next few financial years. The continually changing landscape, along with the potential for future spikes in demand for services had and would continue to create additional delivery and financial pressures as well as impacting the IJB's Strategic and Workforce Plans.

The report highlighted that the 2023/24 budget proposals had been presented on a 'business as usual' basis and did not include any assumptions as regards any extraordinary costs which might be incurred in respect of any significant outbreak of COVID-19. For accounting purposes these costs would be recorded separately with the assumption that costs would be recovered by partners, and ultimately by government.

Concerns were expressed around (i) the additional recharge for HSCP support costs of c£1.5 million being charged by Renfrewshire Council and the lack of detail around these costs; (ii) not being comfortable approving the use of reserves, which included the spend of this additional c£1.5 million, without due diligence being carried out; (iii) the risks that not setting a balanced budget at this meeting could have on care packages and carers; and (iv) the consequences for the Chief Finance Officer and Chief Officer in relation to any future new spend if a balanced budget was not set at this meeting.

Councillor McMillan, seconded by Councillor Adam, moved that the delegated Adult Social Care Budget for 2023/24, as detailed in Appendix 3 to the report, be noted; that it be agreed that the Chief Finance Officer would work with the Director of Finance & Resources for Renfrewshire Council to ensure that due diligence was completed in respect of the proposed additional recharge for Support Services provided by Renfrewshire Council of c£1.5 million; that the delegated Health Budget for 2023/24, as detailed in Appendix 4 of the report, which was subject to any final adjustments in relation to recurring budget adjustments at month 12, the transfer of Specialist Children's Services budgets to East Dunbartonshire IJB on 1 April 2023, and any further funding allocated by the Scottish Government in respect of the impact of the 2023/24 pay award, be noted; that the balanced budget outlined in section 10 of the report including the drawdown of general and earmarked reserves be agreed in order to deliver a balanced budget for 2023/24; that the actions described at section 12 of the report be noted and that it be noted that a financial recovery plan would be brought to the June 2023 meeting of the IJB which would include a rolling programme of savings and reform proposals to the IJB throughout 2023/24 and into future years; and that the IJB also expresses concern that using high levels of reserves to help produce a balanced budget is not sustainable and that it is further agreed that the Board write to the new Health Minister expressing concern on how IJBs are financed in future years

given this year's savings and use of reserves.

Margaret Kerr, seconded by Ann Cameron Burns, moved as an amendment that the IJB is asked to note the delegated Adult Social Care Budget offer from Renfrewshire Council for 2023/24. With the exception of the new proposed service recharges of £1.476m (see below), the IJB is asked to note that this budget offer is in line with the conditions of the letter 15 December 2022 from John Swinney MSP, Deputy First Minister, and Cabinet Secretary for Covid Recovery; and that as no basis has been provided to substantiate the nature or value of additional service recharges of £1.476m proposed by Renfrewshire Council it is not appropriate for the IJB to accept this as a budget cost. Any recharge of this nature will require to be approved by the IJB at the June 2023 meeting of the IJB. This amendment was subsequently withdrawn by the mover and the seconder.

DECIDED:

(a) That the delegated Adult Social Care Budget for 2023/24, as detailed in Appendix 3 to the report, be noted;

(b) That it be agreed that the Chief Finance Officer would work with the Director of Finance & Resources for Renfrewshire Council to ensure that due diligence was completed in respect of the proposed additional recharge for Support Services provided by Renfrewshire Council of c£1.5 million;

(c) That the delegated Health Budget for 2023/24, as detailed in Appendix 4 of the report, which was subject to any final adjustments in relation to recurring budget adjustments at month 12; the transfer of Specialist Children's Services budgets to East Dunbartonshire IJB on 1 April 2023; any further funding allocated by the Scottish Government in respect of the impact of the 2023/24 pay award, be noted;

(d) That the balanced budget outlined in section 10 of the report including the drawdown of general and earmarked reserves be agreed in order to deliver a balanced budget for 2023/24;

(e) That the actions described at section 12 of the report be noted and that it be noted that a financial recovery plan would be brought to the June 2023 meeting of the IJB which would include a rolling programme of savings and reform proposals to the IJB throughout 2023/24 and into future years; and

(f) That the IJB also expresses concern that using high levels of reserves to help produce a balanced budget is not sustainable and that it be agreed that the Board write to the new Health Minister expressing concern on how IJBs are financed in future years given this year's savings and use of reserves.

9 **Unscheduled Care Performance 2022/23**

The Head of Health & Social Care submitted a report providing an update on the HSCP's Ministerial Strategic Group unscheduled care indicators.

The report intimated that so far, unscheduled care performance in the financial year 2022/23 had improved when compared with the pre-pandemic year in 2019/20 and that the HSCP was progressing a number of initiatives to reduce delayed discharges, emergency admissions and A&E attendances.

The report advised that progress on unscheduled care performance measures during 2022/23 was monitored as part of the HSCP overall performance management process. The report provided detail in relation to delayed discharges at census point (18+); bed days lost to delayed discharge (18+); the number of emergency admissions (18+); the number of unscheduled hospital bed days, acute specialities (18+); and A&E attendances (18+).

On behalf of the IJB, the Chair congratulated the team for the work undertaken with regards to delayed discharges.

DECIDED: That Renfrewshire HSCP's unscheduled care performance be noted.

10 **Renfrewshire Children's Services Partnership Plan**

The Chief Social Work Officer submitted a report relative to the Renfrewshire Children's Services Partnership Plan for the period 2023/26, a copy of which formed Appendix 1 to the report.

The report provided detail on the Council's and HSCP's statutory requirement to produce a Children's Services Partnership Plan and how the plan would be used to shape children's services planning over the coming years and guide associated reporting activity. It was further noted that, following approval, the Plan would be shared with the Scottish Government.

The Plan set out a single partnership vision - "Renfrewshire's children are happy, healthy, safe and thriving" along with four outcomes which partners wished to achieve - "our children and young people will enjoy good physical and mental health; our children and young people will be safe and loved; our children and young people will have rights protected and their voices heard; and our children and young people will achieve and make positive contributions to their community." It was noted that a detailed action plan and associated measures of success would be developed in the coming months.

On behalf of the IJB, the Chair thanked the team for the work undertaken in compiling this Plan.

DECIDED:

- (a) That the Renfrewshire Children's Services Partnership Plan 2023/26 be approved;
- (b) That it be noted that the Renfrewshire Children's Services Plan had been approved by the Council's Education & Children's Services Policy Board on 9 March 2023; and
- (c) That it be noted that the Renfrewshire Children's Services Plan would be submitted to the Scottish Government by June 2023.

11 **Proposed Dates of Meetings of the Integration Joint Board 2023/24**

The Clerk submitted a report relative to proposed dates of meetings of the IJB in 2023/24.

The report intimated that the next scheduled meeting of the IJB would be held at 10.00 am on 30 June 2023 and that this meeting would be held remotely on MS teams.

The suggested dates and times for future meetings were detailed in the report and it was noted that a further report would be submitted to the next meeting of the IJB in relation to arrangements for future meetings.

DECIDED:

(a) That it be noted that the next meeting of the IJB would be held at 10.00 am on 30 June 2023 and that this meeting would be held remotely on MS teams;

(b) That meetings of the IJB be held at 10.00 am on 29 September and 24 November 2023, and 26 January, 22 March and 28 June 2024; and

(c) That it be noted that a further report would be submitted to the IJB meeting on 30 June 2023 in relation to arrangements for future meetings.

12 **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 30 June 2023.