

INVERCLYDE INTEGRATION JOINT BOARD – 21 SEPTEMBER 2020

Inverclyde Integration Joint Board

Monday 21 September 2020 at 2pm

Present: Councillors J Clocherty, L Quinn, L Rebecchi and E Robertson, Mr S Carr, Mr A Cowan, Ms D McErlean, Ms P Speirs, Dr H MacDonald, Dr D McCormick, Dr C Jones, Ms L Long, Ms L Aird, Ms R Garcha, Ms M Moyse (for Mr H MacLeod), Ms C Elliott, Ms C Boyd and Mr S McLachlan.

Chair: Councillor Clocherty presided.

In attendance: Mr A Stevenson, Head of Health & Community Care, Ms A Malarkey, Interim Head of Homelessness, Mental Health and Drug & Alcohol Recovery Services, Ms J Allan, Service Manager, Older People, Ms V Pollock (for Head of Legal & Property Services), Ms S Lang and Ms D Sweeney (Legal & Property Services) and Mr G Barbour, Service Manager, Communications, Tourism and Health & Safety.

The meeting took place via video-conference.

81 **Apologies, Substitutions and Declarations of Interest** 81

Apologies for absence were intimated on behalf of Mr H MacLeod, with Ms M Moyse acting as proxy, and Ms D McCrone.

No declarations of interest were intimated.

82 **Annual Performance Report and COVID-19 Update** 82

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing an update on the overall performance of Inverclyde Health & Social Care Partnership for the period 1 April 2019 to 31 March 2020.

The Board also heard a presentation on the performance data by the IJB Chief Financial Officer and Interim Head of Strategy & Support Services, focusing on National Integration Indicators, areas for improvement, areas of good performance during 2019/20, next steps and plans for 2020/21, including action relating to COVID-19.

The Chief Officer then provided a verbal update to members on the current COVID-19 position.

During the course of discussion on this item, the IJB was advised of the proposal for Health Improvement Scotland to hold a development session for members at the start of 2021.

Decided:

- (1) that approval be given to the Health & Social Care Partnership's fourth Annual Performance Report;
- (2) that members acknowledge the improvements achieved during the third year of the Partnership and the further foundations which have been established and which continue to drive forward transformational change; and
- (3) that the IJB's appreciation be extended to all staff within the Health & Social Care Partnership for the work undertaken in the last 12 months and particularly in response to the COVID-19 pandemic.

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- 83 Non-Voting Membership of the Inverclyde Integration Joint Board 83**
- There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership advising the IJB of a change in its non-voting membership arrangements.
- Decided:**
- (1) that the resignation of Ms Robyn Garcha as the Council staff representative non-voting member of the Inverclyde Integration Joint Board be noted;
 - (2) that agreement be given to the appointment of Ms Gemma Eardley as the Council's staff representative non-voting member of the Inverclyde Integration Joint Board; and
 - (3) that the appointment of Ms Vicki Cloney as proxy for Ms Charlene Elliott, third sector representative non-voting member be noted.
- 84 Minute of Meeting of Inverclyde Integration Joint Board of 24 August 2020 84**
- There was submitted the minute of the Inverclyde Integration Joint Board of 24 August 2020.
- Decided:** that the minute be agreed.
- 85 Rolling Action List 85**
- There was submitted the rolling action list of items arising from previous decisions of the Integration Joint Board.
- Decided:**
- (1) that the rolling action list be noted; and
 - (2) that it be noted that the format of the rolling action list will change following the establishment of a Directions log as set out in the next item.
- 86 Inverclyde Integration Joint Board - Directions 86**
- There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing a new Directions policy which has been developed in line with the provisions of the Public Bodies (Joint Working) (Scotland) Act 2014 and statutory guidance from the Scottish Government.
- Decided:**
- (1) that the contents of the report, the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014 and statutory guidance issued by the Scottish Government in January 2020 in relation to Directions be noted;
 - (2) that approval be given to the IJB Directions policy and procedure and IJB Directions template set out in appendices 1, 2 and 3 of the report; and
 - (3) that the remit of the IJB Audit Committee be revised to reflect its responsibility for maintaining an overview of progress with the implementation of Directions, requesting a mid-year progress report and escalating key delivery issues to the IJB.
- 87 Financial Monitoring Report 2020/21 – Period to 30 June 2020, Period 3 87**
- There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership on the Revenue and Capital Budgets, other Income Streams and Earmarked Reserves position for the current year with a detailed report as at Period 3 to 30 June 2020.

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Decided:

- (1) that the current Period 3 forecast position for 2020/21 and Period 3 detailed report set out in appendices 1 to 3 of the report be noted;
- (2) that approval be given to the proposed budget realignments and virement at Appendix 4 and that officers be authorised to issue revised Directions to the Council and/or Health Board as required on the basis of the revised figures at Appendix 5;
- (3) that approval be given to the planned use of the Transformation Fund as detailed in Appendix 6;
- (4) that the current Capital position at Appendix 7 be noted;
- (5) that the current Earmarked Reserves position at Appendix 8 be noted; and
- (6) that it be noted that a report will be submitted to the next meeting of the IJB Audit Committee on Smoothing and Earmarked Reserves.

88 Update – Technology Enabled Care (TEC)**88**

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing an update on the development of Technology Enabled Care (TEC) within Inverclyde over the last 12 months.

Decided:

- (1) that the progress and achievements within TEC over the past 12 months be noted and support be given to the HSCP's continued role in the national digital transformation and promotion of digital telecare through the test of change opportunities from the Scottish Government;
- (2) that the future financial pressure for the Council as a result of the changeover from analogue to digital be noted and it also be noted that there will be a further update following the outcome of the digital test of change; and
- (3) that information on TEC be included in the annual digital report to the Integration Joint Board.

89 HSCP Digital Update 2020/21**89**

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing a digital update for 2020/21.

Decided:

- (1) that approval be given to the update for 2020/21 as detailed in the appendix to the report;
- (2) that the Chief Officer be authorised to issue Directions to the Council and Health Board on the basis of the report and the specific Direction at Appendix A; and
- (3) that a further update report setting out the direction of travel and financial implications be submitted to the Integration Joint Board in March 2021.

90 HSCP Clinical and Care Governance Strategy 2019-24**90**

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing a summary of the new HSCP Clinical and Care Governance Strategy 2019-24.

Decided:

- (1) that approval be given to the HSCP Clinical and Care Governance Strategy appended to the report;
- (2) that it be noted that a short-life working group has been established to develop the Clinical and Care Governance Strategy Action Plan in readiness for implementation; and

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(3) that the next Clinical and Care Governance report provide information on impact against agreed priorities.

91 **HSCP Strategic Plan – Implementation Progress Report Year 1: April 2019 – March 2020** 91

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing an update on implementation progress relative to the HSCP Strategic Plan in Year 1, from April 2019 to March 2020.

Decided:

- (1) that the progress to date be noted;
- (2) that the efforts of staff and managers to continue effectively the delivery of services and Strategic Plan outcomes even in the midst of a global pandemic be noted;
- (3) that the uncertain nature of recovery and what the future will look like be noted; and
- (4) that the plans to, where possible, continue to deliver transformational change in line with the HSCP's Strategic Plan 2019-2020 and its Big 6 Actions be noted.

92 **Minute of Meeting of Inverclyde Integration Joint Board (IJB) Audit Committee of 17 March 2020** 92

There was submitted the minute of the Inverclyde Integration Joint Board (IJB) Audit Committee of 17 March 2020.

(Ms Boyd left the meeting during consideration of this item of business).

Mr Alan Cowan, Chair of the IJB Audit Committee, provided a brief feedback on the main issues discussed at the Committee held at 1pm. These were:

Rolling Action List

The Committee had agreed to an additional meeting being held on Monday 2 November, the business to include the External Audit Report and Annual Accounts for 2019/20 and a report on Earmarked and Smoothing Reserves, linked to COVID-19. The Committee had also agreed to include in the rolling action list the development day focusing on risk management with the aim of holding this prior to January 2021.

Draft IJB Audit Committee Workplan 2020/21

The Committee had agreed to include within the workplan, reports on the Accounts and the review of Reserves as well as an update on the Audit Scotland COVID-19 Guide for Audit and Risk Committees.

Internal Audit Progress Report – 24 February to 28 August 2020

A regular progress report had been presented, with two audit reviews finalised since the last IJB Audit Committee in March: Budgetary Control and IJB Directions – Advisory Review.

In relation to the Budgetary Control audit, the overall control environment was satisfactory with two amber issues identified – managing a single person dependency, which had now been addressed through contingency arrangements, and an issue in relation to how the IJB uses its budget to deliver its strategic plan. In relation to the IJB advisory review, there were no material issues identified and officers had incorporated recommendations where appropriate within the draft IJB Directions policy considered earlier.

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Internal Audit Annual Report and Assurance Statement 2019/20

The conclusion of the report was that the majority of the IJB's established internal control procedures operated as intended to meet management's control requirements for each area reviewed by Internal Audit and that the overall audit opinion was satisfactory. There had been discussion regarding the post-incident review relative to COVID-19 to highlight any lessons learned and it had been agreed that the Chief Internal Auditor and IJB Chief Financial Officer develop the use of the Audit Scotland Guide as a tool to provide assurance and that this be reported to the November meeting of the Committee. The Internal Audit annual report and assurance statement had been approved by the IJB Audit Committee.

Decided:

- (1) that the minute of the Inverclyde Integration Joint Board Audit Committee of 17 March 2020 be noted;
- (2) that the feedback provided by the Chair in respect of the meeting of the IJB Audit Committee held earlier in the day be noted; and
- (3) that it be noted that the Chair will provide the IJB members with a brief note on the issues discussed at the IJB Audit Committee's meeting with the External Auditors held at 12 noon that day.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in Paragraphs 1 and 9 of Part I of Schedule 7A of the Act.

93 SWIFT Replacement Project Update

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There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership (1) providing an update on the revised timeline and resultant additional cost implications of the SWIFT replacement project and (2) asking the IJB to consider enhancing the new system functionality as part of that work.

(Ms Moyse, Dr MacDonald and Mr McLachlan left the meeting during consideration of this item of business).

Decided:

- (1) that the additional project costs arising from the delayed procurement of the SWIFT replacement project following the COVID-19 pandemic be noted;
- (2) that approval be given to the extension of the dedicated project posts for a further 12 months at a cost of £111,000;
- (3) that approval be given to fund the amount of £243,000 via prudential borrowing;
- (4) that it be agreed to note the delay in the anticipated system implementation and the resultant delay in delivery of the related Performance and Information post savings and that these posts will continue to be filled on a temporary basis and funded through the Transformation Fund until the new system is fully implemented;
- (5) that it be agreed to move from Option 2 to Option 3 as detailed in the report due to the additional digital infrastructure requirements and, to allow the implementation of Option 3, approval be given to additional funding of £258,000 from the Transformation Fund; and
- (6) that the Chief Officer be authorised to issue a Direction to the Council as detailed in Appendix 3 to the report.