
INVERCLYDE INTEGRATION JOINT BOARD – 26 SEPTEMBER 2022

Inverclyde Integration Joint Board
Monday 26 September 2022 at 2pm

PRESENT:**Voting Members:**

Alan Cowan (Chair)	Greater Glasgow and Clyde NHS Board
Councillor Robert Moran (Vice Chair)	Inverclyde Council
Councillor Martin McCluskey	Inverclyde Council
Councillor Elizabeth Robertson	Inverclyde Council
Councillor Lynne Quinn	Inverclyde Council
Ann Cameron-Burns	Greater Glasgow and Clyde NHS Board
Simon Carr	Greater Glasgow and Clyde NHS Board

Non-Voting Professional Advisory Members:

Kate Rocks	Chief Officer, Inverclyde Health & Social Care Partnership
Allen Stevenson	Chief Social Work Officer
Craig Given	Chief Finance Officer, Inverclyde Health & Social Care Partnership
Laura Moore	Chief Nurse, NHS GG&C
Dr Chris Jones	Registered Medical Practitioner

Non-Voting Stakeholder Representative Members:

Diana McCrone	Staff Representative, NHS Board
Christina Boyd	Carer's Representative

Additional Non-Voting Member

Stevie McLachlan	Inverclyde Housing Association Representative, River Clyde Homes
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Also present:

Vicky Pollock	Legal Services Manager, Inverclyde Council
Alan Best	Service Manager, Health & Wellbeing, Inverclyde Health & Social Care Partnership
Anne Glendinning	Interim Head of Children, Families & Criminal Justice, Inverclyde Health & Social Care Partnership
Anne Malarkey	Head of Homelessness, Mental Health & Drug & Alcohol Recovery Services, Inverclyde Health & Social Care Partnership
Arlene Mailey	Service Manager, Quality & Development, Inverclyde Health & Social Care Partnership
Marie Keirs	Senior Finance Manager, Inverclyde Council
Andrina Hunter	Service Manager, Corporate Policy, Planning and Performance, Inverclyde Council
Diane Sweeney	Senior Committee Officer, Inverclyde Council
George Barbour	Corporate Communications, Inverclyde Council
Karen Haldane	Executive Officer, Your Voice, Inverclyde Community Care Forum

Chair: Alan Cowan presided

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The meeting took place via video-conference.

51 **Apologies, Substitutions and Declarations of Interest** 51

Apologies for absence were intimated on behalf of:

David Gould	Greater Glasgow and Clyde NHS Board
Dr Hector MacDonald	Clinical Director, Inverclyde Health & Social Care Partnership
Charlene Elliott	Third Sector Representative, CVS Inverclyde
Hamish MacLeod	Service User Representative, Inverclyde Health & Social Care Partnership Advisory Group

Ms Boyd declared an interest in agenda item 18 (Annual Performance Report).

Prior to the commencement of business, the Chair welcomed Ms Kate Rocks, recently appointed Chief Officer, Inverclyde Health & Social Care Partnership, to the meeting and also advised that agenda item 18 (Annual Performance Report) would be considered after agenda item 5 (Rolling Action List).

52 **Minute of Meeting of Inverclyde Integration Joint Board of 27 June 2022** 52

There was submitted the Minute of the Inverclyde Integration Joint Board of 27 June 2022.

The Minute was presented by the Chair and checked for fact, omission, accuracy and clarity.

Decided: that the Minute be agreed.

53 **Minute of Special Meeting of Inverclyde Integration Joint Board of 20 July 2022** 53

There was submitted the Minute of the Special Meeting of the Inverclyde Integration Joint Board of 20 July 2022.

The Minute was presented by the Chair and checked for fact, omission, accuracy and clarity.

Decided: that the Minute be agreed.

54 **Appointment of New Chief Officer** 54

There was submitted a report by the Chief Executive of Inverclyde Council and the Chief Executive of Greater Glasgow and Clyde NHS Board confirming the appointment of the Inverclyde Integration Joint Board's new Chief Officer.

The report was presented by Ms Pollock and advised that the Public Bodies (Joint Working) (Scotland) Act 2014 sets out the arrangements for membership of all Integration Joint Boards, and that the IJJB is required to appoint a Chief Officer as a member of staff. Following a recruitment process Ms Kate Rocks was appointed Chief Officer with effect from 16 August 2022.

Ms Pollock also provided a verbal update advising that (1) Mr Allen Stevenson is now the Chief Social Work Officer for Inverclyde Health & Social Care Partnership (HSCP), (2) Ms Margaret Tait has replaced Ms Margaret Moyse as proxy for Mr Hamish MacLeod, Service User Representative, and (3) that the membership list will be updated to reflect these changes.

Decided:

(1) that the Board confirms the appointment of Ms Rocks as Chief Officer of the

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Inverclyde Integration Joint Board with effect from 16 August 2022; and
 (2) that the changes to the membership list advised by Ms Pollock be noted, with Mr Stevenson as Chief Social Work Officer and Ms Tait as Mr MacLeod's proxy.

55 Financial Monitoring Report 2022/23 – Period to 31 July 2022, Period 4

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on the Revenue and Capital Budgets projected financial outturn for the year as at 31 July 2022 and the current projected use of Earmarked Reserves and projected financial costs of the continued response to the Covid-19 pandemic.

The report was presented by Mr Given and advised that since 1 April 2016 the Council and Health Board have delegated functions and made payments to the IJJB. The current IJJB Budget was set on 21 March 2022 and totalled £189.589 million, with a current projected underspend of £1.022 million.

The Board referred to the requirement to return of surplus Covid funding money to the Scottish Government and sought clarification of the amount involved, assurances that officers had maximised Covid related spending, and reassurance that officers were content with the legal basis to return the surplus Covid funding to the Scottish Government and had established if there were legal grounds to do otherwise.

Mr Given advised that it was anticipated £4.3 million in surplus funding would be returned to the Scottish Government and emphasised that when the funding was initially received it was made clear that any surplus must be returned. He further advised that the spending directives had been very prescriptive and that the accounts had been reviewed and would be reviewed again before any return was made. Mr Given also noted that he was consulting with the other Greater Glasgow & Clyde Finance Officers on this matter. The Board expressed their disappointment that the surplus funding would be returned and suggested writing to the Scottish Government to express this. The Board requested that this matter be brought back to the IJJB for further consideration prior to any return being made and once officers have clarification on the legal position.

Referring to appendix 7, Summary of Balance and Projected Use of Reserves, the Board requested clarification on why the CAMHS service was showing a zero amount in the 'projected spend 2022/23' column when there was a high demand for this service. Ms Keirs explained that this was due to a delay in recruitment.

Decided:

(1) that the current Period 4 forecast position for 2022/23 as detailed in the report at appendices 1-3 be noted, and that it be noted that the projection assumes that all Covid related costs in 2022/23 will be fully funded from the Covid earmarked reserve held;

(2) that the proposed budget realignments and virement, as detailed in appendix 4, be approved and that officers be authorised to issue revised directions to Inverclyde Council and/or the Health Board as required on the basis of the revised figures as detailed in appendix 5;

(3) that the positions of the Transformation Fund, as detailed in appendix 6, be noted;

(4) that the current capital position as detailed in appendix 7 be noted;

(5) that the current Earmarked Reserves position as detailed in appendix 8 be noted; and

(6) that the key assumptions within the forecasts as detailed in paragraph 12 of the report be noted; and

(7) that (a) officers seek clarification on the requirement to return unspent Covid reserves to the Scottish Government and establish if there are grounds to do otherwise, and (b) it be remitted to officers that this matter will be brought back to the IJJB once officers have clarification on the legal position.

56 Rolling Action List

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There was submitted a Rolling Action List of items arising from previous decisions of the IJJB.

The Chair requested that officers review the 'Progress/Update/Outcome' column and the number of reports scheduled to come to the November meeting.

Decided: that the Rolling Action List be noted.

57 Annual Performance Report 2021/22

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There was submitted a report by the Chief Finance Officer, Inverclyde Health & Social Care Partnership appending the Inverclyde HSCP Annual Performance Report 2021-2022 and providing an update on the overall performance of Inverclyde HSCP.

The report was presented by Ms Hunter and advised that the Public Bodies (Joint Working) (Scotland) Act 2021 required that an Annual Performance Report is produced and presented to Integration Joint Boards, highlighting performance on delivering the nine National Wellbeing Outcomes and the national Children and Families and Criminal Justice outcomes, and this report was the sixth such report.

Whilst welcoming the report, the Board requested that officers provide a greater analysis of the information provided, and officers agreed to consider this.

Referring to graph 8 of Big Action 4 'I feel supported to continue caring', the Board commented that there remained a persistent downward trend, and that carers reported to the Carers Centre that they were unhappy and did not feel supported. Mr Stevenson advised that Inverclyde HSCP worked closely with the Carers Centre and that any specific complaints should be passed to him for investigation.

Ms Boyd declared a non-financial interest in this item as a Director of Inverclyde Carer's Centre. She also formed the view that the nature of her interest and of the item of business did not preclude her continued presence at the meeting or her participation in the decision making process.

Decided: that the 2021/22 Annual Performance Report be noted and its submission to the Scottish Government approved.

58 IJB Directions Annual Report – 2021/22

58

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing a summary of the Directions issued by the IJJB to Inverclyde Council and NHS Greater Glasgow and Clyde in the period September 2021 to August 2022.

The report was presented by Ms Pollock and advised that a revised IJJB Directions Policy and Procedure was approved by the IJJB in September 2020, and as part of the agreed procedure the IJJB Audit Committee had assumed responsibility for maintaining and overview of the Directions issued. As part of the review of the IJJB Directions Policy, Inverclyde Council's Chief Internal Auditor recommended that the IJJB be provided with an annual report summary on the use of Directions and this report was the second such report.

The Chair invited Councillor Robertson as Chair of the IJJB Audit Committee to comment on this item, as that Committee had considered the Directions Update report at their earlier meeting. Councillor Robertson provided a brief summary of discussion at the Audit Committee meeting and advised that the Directions list would be refreshed and completed Directions removed.

Decided: that the content of the report be noted.

59 Resettlement and Wider Dispersal in Inverclyde

59

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on Resettlement and Wider Dispersal schemes.

The report was presented by Ms Hunter and noted that Inverclyde has worked in partnership with the Home Office and other partners to successfully deliver a range of resettlement schemes and that over 80 families were being supported within the community. The report provided detail on the Vulnerable Persons Resettlement Schemes, Ukrainian Resettlement, Asylum Contingency Hotel and Wider Dispersal and Capacity.

Ms Hunter provided a verbal update advising that 64 men seeking asylum were currently accommodated in a local hotel and 90 families were being supported.

The Board sought clarity on the procedures involved in administering the schemes and Ms Hunter provided an overview of the administration and funding process. The Board requested further detail on funding streams and officers provided detail on this and advised that a further update report would be brought to the Board on this matter.

Decided: that the ongoing work and future plans for resettlement and wider dispersal within Inverclyde be noted.

60 Primary Care – Update on Vaccination Transformation Programme and General Dental Services 60

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on the vaccination transformation programme and general dental services within Inverclyde.

The report was presented by Mr Best and advised of the range of delivery models for vaccination services and detailed the current provision of dental care within Inverclyde after the impact of the Covid pandemic.

Referring to the table at paragraph 4.3 of the report and the entry for 'Ad-hoc vaccinations (all adult only), e.g. post exposure tetanus/missed MMR', the Board asked if there was an indication yet as to the numbers involved and if the Scottish Ambulance Service was assisting with travel arrangements. Mr Best undertook to obtain the figures and investigate the participation of the Ambulance Service and to provide this information to the Board.

Referring to an occasion at a vaccination centre when the public had a lengthy wait to obtain vaccinations, the Board sought clarity on organisation arrangements. Mr Best provided an overview and advised that the central process was organised by NHS Greater Glasgow and Clyde. The Chair advised that feedback on capacity issues would be obtained by members who also attended Greater Glasgow Health Board meetings on this matter. The Board expressed the need for vaccination services to continue to be provided locally.

Decided:

- (1) that the contents of the report be noted; and
- (2) that the ongoing work which is underway with NHS GG&C to improve local access to vaccinations and primary dental services be noted.

61 Inverclyde Adult Support and Protection Partnership – Adult Support – Quality Improvement Plan 2021-22 61

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising of the progress to date of the Adult Support and Protection Quality Improvement Plan 2021-22, a copy of which was appended to the report.

The report was presented by Mr Stevenson and advised that the Plan had been commissioned by the Chief Officers Group from the Inverclyde Joint Adult Protection

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Inspection led by the Care Inspectorate, Health Improvement Scotland and Her Majesty's Inspectorate of Constabulary in 2020.

Decided:

- (1) that it be noted that HSCP officers will continue to implement and audit the impact of the Adult Protection Quality Improvement Plan and that the current progress and future improvement pathway will continue to make effective progress to ensure reassurance around the protection of vulnerable adults in Inverclyde; and
- (2) that it be noted that a series of audits will take place in the first quarter of 2023 and a report on the conclusions will be brought to a future meeting of the IJJB.

62 Inverclyde Alcohol and Drug Partnership Update

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing a summary of updates on developments at a national and local level from the Inverclyde Alcohol and Drug Partnership.

The report was presented by Ms Malarkey and provided an update on (1) Changing Lives Report, (2) Medication Assisted Treatment Standards, (3) Drug Related Deaths, (4) Alcohol Specific Deaths, (5) Health Improvement Scotland Proposal, (6) ADP Funding, (7) ADP Annual Report 2021/2022, and (8) Revised ADP Committee Terms of Reference.

Decided: that the updates from the Inverclyde Alcohol and Drug Partnership be noted.

63 Mental Welfare Commission Local Visits 2021

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising the IJJB of the findings of the Mental Welfare Commission Local Visits to mental health inpatient wards in Greater Glasgow and Clyde, and appending a copy of the resultant report covering the period 1 January to 31 December 2021.

The report was presented by Ms Malarkey and advised that the Visits were not inspections, were either announced or unannounced and were intended to identify whether individual care, treatment and support was in line with the law and good practice.

The Board questioned why some of the visits had taken place two years ago and were only now being reported to the IJJB. Ms Malarkey advised that the delays were due to the reporting mechanism.

Referring specifically to the 7 'Local Visit Recommendations' listed for the Langhill Clinic, Inverclyde, the Chair requested that officers bring a further report on this to the Board in May 2023.

The Chair sought reassurance that the redacted information at Recommendation 1 was redacted for a good reason, and Ms Malarkey confirmed that the information was clinically sensitive. The Chair requested that in future reports officers consider if they can provide additional information when reports have redacted sections.

Decided:

- (1) that the content of the report be noted particularly in relation to inpatient services within Inverclyde HSCP;
- (2) that the recommendations of the Mental Welfare Commission and the services' response, as detailed at appendix 1 of the report, be noted; and
- (3) that it be remitted to officers to bring back a further report on this matter in May 2023, in particular addressing concerns about the Langhill Clinic.

64 Chief Officer's Report

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on developments which are not subject of reports on

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this agenda.

The report was presented by Ms Rocks and provided updates on (1) Review of HSCP Financial Reporting Arrangements, and (2) Update on Refreshed Strategic Plan.

Decided:

- (1) that the HSCP service updates on (a) Review of HSCP Financial Reporting Arrangements, and (b) Refreshed Strategic Plan be noted, and that future papers will be brought to the IJJB as substantive agenda items and included in this report;
- (2) that the permanent adoption of the HSCP financial reporting arrangements as detailed at paragraph 5.1 of the report.

65 Review of IJB Report Format

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising of the adoption of an updated IJJB report template, a copy of which was appended to the report.

The report was presented by Ms Pollock and advised that the current pre-forma reporting template had been in use since 2015, with minor revisals, and that the new template had an updated implications section and was anticipated to be in use for the next meeting in November 2022.

Decided:

- (1) that the revised IJJB report template as appended to the report be noted; and
- (2) that it be noted that the revised template will be used from the next meeting of the IJJB in November 2022.

66 Minute of Meeting of Inverclyde Integration Joint Board Audit Committee of 27 June 2022

66

There was submitted the Minute of the Inverclyde Integration Joint Board Audit Committee of 27 June 2022.

The Minute was presented by the Chair and checked for fact, omission, accuracy and clarity.

The Chair invited Councillor Robertson as Chair of the IJJB Audit Committee to provide feedback on the main issues discussed at their Committee meeting held at 1pm. Councillor Robertson advised that the Workforce Plan had been discussed, with the decision taken to proceed with the Plan whilst the consultation with the Scottish Government was ongoing. It was also noted that Workforce Planning was to be added to the Risk Register and that concerns about recruitment had been discussed.

Decided: that the Minute be agreed.

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 the paragraphs of Part I of Schedule 7(A) of the Act as are set opposite the heading to each item.

Item	Paragraph(s)
Reporting by Exception – Governance of HSCP Commissioned External Organisations	6 & 9
Appendix to Minute of Meeting of Inverclyde Integration Joint Board of 27 June 2022	6 & 9
Procurement Update – New Social Care Case Management	6 & 9

Solution

- 67 Reporting by Exception – Governance of HSCP Commissioned External Organisations 67**
- There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on matters relating to the HSCP Governance process for externally commissioned Social Care Services for the reporting period 30 April to 15 July 2022. The report was presented by Mr Stevenson and appended the mandatory Reporting by Exception document which highlighted changes and updates in relation to quality gradings, financial monitoring or specific service changes or concerns identified through submitted audited accounts, regulatory inspection and contract monitoring. Updates were provided on establishments and services within Older People, Adult and Children's Services, all as detailed in the Appendix.
- Decided:**
- (1) that the Governance report for the period 2022 be noted; and
 - (2) that members acknowledge that officers regard the control mechanisms in place through the governance meetings and managing poorly performing services guidance within the Contract Management Framework as sufficiently robust to ensure ongoing quality and safety and the fostering of a commissioning culture of continuous improvement.
- 68 Appendix to Minute of Meeting of Inverclyde Integration Joint Board of 27 June 2022 68**
- There was submitted an Appendix to the Inverclyde Integration Joint Board of 27 June 2022. The Appendix was presented by the Chair and checked for fact, omission, accuracy and clarity.
- Decided:** that the Appendix be agreed.
- 69 Procurement Update – New Social Care Case Management Solution 69**
- There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on the procurement progress and funding to replace the current Social Care Case Management Solution, SWIFT. The report was presented by Mr Given and the Board noted the report and proposals, all as detailed in the Appendix.