
INVERCLYDE INTEGRATION JOINT BOARD – 7 NOVEMBER 2022

Inverclyde Integration Joint Board
Monday 7 November 2022 at 2pm

PRESENT:**Voting Members:**

Alan Cowan (Chair)	Greater Glasgow and Clyde NHS Board
Councillor Robert Moran (Vice Chair)	Inverclyde Council
Cllr 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
David Gould	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
Dr Chris Jones	Registered Medical Practitioner

Non-Voting Stakeholder Representative Members:

Gemma Eardley	Staff Representative, Health & Social Care Partnership
Diana McCrone	Staff Representative, NHS Board
Charlene Elliot	Third Sector Representative, CVS Inverclyde
Margaret Tait	On behalf of Hamish MacLeod, Service User Representative, Inverclyde Health & Social Care Partnership Advisory Group
Christina Boyd	Carer's Representative

Also present:

Vicky Pollock	Legal Services Manager, Inverclyde Council
Alan Best	Service Manager, Health & Wellbeing, Inverclyde Health & Social Care Partnership
Anne Malarkey	Head of Homelessness, Mental Health & Drug & Alcohol Recovery Services, Inverclyde Health & Social Care Partnership
Diane Sweeney	Senior Committee Officer, Inverclyde Council
Lindsay Carrick	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

The meeting took place via video-conference.

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70 Apologies, Substitutions and Declarations of Interest 70

Apologies for absence were intimated on behalf of:

Laura Moore	Chief Nurse, NHS GG&C
Dr Hector MacDonald	Clinical Director, Inverclyde Health & Social Care Partnership
Hamish MacLeod	Service User Representative, Inverclyde Health & Social Care Partnership Advisory Group (with Margaret Tait substituting)
Stevie McLachlan	Inverclyde Housing Association Representative, River Clyde Homes

Councillor McCluskey and Ms Boyd declared an interest in agenda item 12 (Reporting by Exception – Governance of HSCP Commissioned External Organisations).

Councillor Robertson joined the meeting at this juncture

71 Minute of Meeting of Inverclyde Integration Joint Board of 26 September 2022 71

There was submitted the Minute of the Inverclyde Integration Joint Board of 26 September 2022.

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

Decided: that the Minute be agreed.

72 Membership of the Inverclyde Integration Joint Board – Re-Appointment of Non-Voting Members 72

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership asking the Board to confirm the re-appointment of members of the IJJB.

The report was presented by Ms Pollock, and advised that the Public Bodies (Joint Working)(Integration Joint Boards)(Scotland) Order 2014 sets out the arrangements for membership of all Integration Joint Boards, including members' term of office. The report recommended the re-appointment of a number of members for a further term of office.

The Chair thanked the non-voting members for their important contributions to the Board and for agreeing to continue to serve.

Decided:

(1) that the contents of the report be noted;

(2) that the re-appointment for a further term of office of up to two years for the following non-voting professional advisory members be confirmed:

Dr Hector MacDonald, Laura Moore and Dr Chris Jones;

(3) that the re-appointment for a further term of office of up to two years for the following non-voting stakeholder representative members and their proxies be confirmed:

Gemma Eardley, Diana McCrone, Charlene Elliot (proxy: Vicki Cloney), Hamish MacLeod (proxy: Margaret Tait) and Christina Boyd; and

(4) that the re-appointment for a further term of office of up to two years for the following additional non-voting stakeholder representative member be confirmed: Stevie McLachlan.

73 **Financial Monitoring Report 2022/23 – Period to 31 August 2022, Period 5**

73

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on the projected financial outturn for the year as at 31 August 2022, and an update on 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 noted that as at 31 August 2022 it was projected that the IJJB revenue budget will have an overall underspend of £1.597million, broken down as Social Care Services projected to be underspent by £1.228million and Health Services projected to be underspent by £0.369million.

The Board enquired about the impact of rising inflation on the budget to the end of the financial year, and Mr Given advised that it was difficult to generalise and provided reassurance that the budget was monitored on a monthly basis.

Referring to previous discussions on the return of surplus Covid funding to the Scottish Government, the Board enquired if there was any further information available on this. Mr Given confirmed that discussions with the Scottish Government were not yet concluded but he expected that surplus funds will require to be returned and will confirm the final position with the Board when this is known.

The Board asked if issues regarding recruitment would impact on the quality of service provided in the Home Care sector. Mr Stevenson provided an overview of the measures taken to promote recruitment and advised that any possible risk to service provision was managed daily.

Referring to the table at appendix 7 of the report 'IJJB Reserves Position 2022/23 – Summary of Balance and Projected Use of Reserves', the Board asked if the entry of £1,527,000 for the Primary Care Improvement Plan in both the 'Balance at 31 March 2022' and 'Projected Spend 2022/23' columns included money that was returned to the Scottish Government and was therefore a recoup and not a spend, and Mr Given advised that it did.

The Board requested an update on the impact of inflation and other factors on the progress of the Disability Hub, and Mr Stevenson advised that a report on the risks and their mitigation associated with the Disability Hub would be brought to the January 2023 meeting of the Board..

Decided:

- (1) that (a) the current Period 5 forecast position for 2022/23, as detailed in the report and appendices 1-3, be noted, and (b) that it be noted that the projection assumes that all Covid related costs in 2022/23 will be fully funded from the Covid Earmarked Reserves;
- (2) that (a) the proposed budget realignments and virement, as detailed in appendix 4 to the report, be approved, and (b) that officers be authorised to issue revised directions to the Council and/or Health Board as required on the basis of the revised figures as detailed at appendix 5 to the report;
- (3) that the position on the Transformation Fund, as detailed at appendix 6 to the report, and the change to planned recruitment, as detailed at paragraph 10.2 of the report, be noted;
- (4) that the current capital position, as detailed at appendix 7 of the report, be noted;
- (5) that the current Earmarked Reserves, as detailed at appendix 8 of the report, be noted;
- (6) that the key assumptions within the forecast, as detailed at paragraph 12, be noted; and
- (7) that it be remitted to officers to provide an update report to the next Board meeting on the progress of the Learning Disability Hub.

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- 74 Rolling Action List 74**
- There was submitted a Rolling Action List of items arising from previous decisions of the IJJB.
- Decided:** that the Rolling Action List be noted and that items recommended for closure were agreed.
- 75 Future Delivery of IJB Meetings 75**
- There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing the IJJB with proposals around the future delivery of formal IJJB meetings.
- The report was presented by Ms Pollock and advised that IJJB and IJJB Audit Committee meetings have been held virtually since June 2020 due to the Covid pandemic and provided background and a timeline of decision making regarding this.
- After discussion, the Board expressed a preference for hybrid meetings and it was agreed that officers would trial the forthcoming Savings Exercise Development Session in January 2023 on a hybrid basis within Greenock Municipal Buildings.
- The Board considered the recommendation to live stream its meetings, having weighed the benefits and risks, and agreed to implement this from its next meeting.
- Decided:**
- (1) that it be agreed that meetings of the IJJB and IJJB Audit Committee be held on a fully remote basis for the remainder of the 2022/23 timetable of meetings;
 - (2) that it be agreed that public attendance be facilitated by arrangements for live streaming of meetings onto YouTube, or such substitute medium as the Council might subsequently use, to begin from the next meetings of the IJJB and IJJB Audit Committee;
 - (3) that it be agreed that press access to IJJB meetings continues as it does currently, namely by being invited to the WebEx/Teams meeting;
 - (4) that the remote meeting protocol, as detailed at appendix 1 of the report, be approved;
 - (5) that it be noted that the IJJB meetings will continue to use WebEx for the time being but will move to Microsoft teams in due course;
 - (6) that it be noted that officers will bring proposals to the June 2023 meeting of the IJJB to agree meeting arrangements for the 2023/24 cycle of meetings; and
 - (7) that it be remitted to officers to make arrangements for the planned Savings Exercise Development Session planned for January 2023 to be held on a hybrid basis within Greenock Municipal Buildings.
- 76 HSCP Workforce Plan 2022-2025 76**
- There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership appending the Inverclyde HSCP Workforce Plan 2022-2025 (the Plan) for approval.
- The report was presented by Mr Given and advised that the Plan had been developed in line with guidance provided by the Health Workforce Directorate of the Scottish Government in DL 2022 (09) 'National Health and Social Care Workforce Strategy: Three Year Workforce Plans' and builds on previous plans and comments received from the Health Workforce Directorate. Mr Given thanked his colleague Emma Cummings, HSCP Project Manager, for assisting with the development the Plan and advised that six-monthly update reports would be brought to the Board.
- The Board asked if there were plans to actively recruit young people into the Care Sector and promote it as a career choice. Ms Rocks highlighted the aging workforce statistics within the report and advised that she was keen to work with Education

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Services colleagues within Inverclyde Council to do this.

The Board noted that the implementation of the National Care Service had not been included within the Plan, and Mr Given advised that it would when more information became available.

Referring to the Staff Recruitment Challenges and Activity section of the Plan, and the reference to 'During 2021, 104 (18%) of Care at Home staff left the service...' the Board asked how this compared with the rest of Scotland, and Mr Stevenson advised that the figure was comparable.

The Board asked if there were plans to recruit more men into the Care Sector, and Mr Stevenson advised that more men were now employed within the profession and noted that a recently recruited male member of staff had taken part in the advertising campaign to promote this.

The Board sought an explanation for the reduction in the number of GPs within Inverclyde. Ms Rocks advised that it was her intention to invite Dr Hector MacDonald to the next meeting of the Board to report on pressures within the Primary Care Sector. Following discussion, it was agreed that the report be expanded to include details and analysis of pressures within all professional disciplines in the Primary Care Sector.

Referring to the 'Timescales' column of the table at the 'Action Plan – High Level Outcomes 5 Pillars of the Workforce Journey' section of the Plan, the Board requested that the timescales be more specific and that a column for 'Officer Responsible' be added, and Mr Given agreed to this.

Whilst welcoming the report, and noting the emphasis by officers that the plan was a living document, the Board noted the following points which they wished clarified or included; performance appraisal figures for Health Board staff, market facilitation commissioning ideals, retaining staff, NHS Peer Support Plan, impact of any possible redundancies, and reviewing the statistics contained within the report on the Third Sector.

Decided:

- (1) that the HSCP Workforce Plan 2022-25 be approved;
- (2) that the ongoing work to identify the future quantified whole time equivalent workforce requirements be noted;
- (3) that it be remitted to officers to provide update reports to the Board on a six-monthly basis; and
- (4) that it be remitted to officers to submit a report to the next meeting of the Board detailing service pressures on all the professional disciplines within the Primary Care Sector and including an analysis of data, and that Dr Hector MacDonald be invited to the meeting to speak to the report.

77 Proposed Approach – 2023/24 IJJB Budget

77

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising of the proposed approach to approving the 2023/24 Revenue Budget and providing updates in respect of the current overall position, the proposed process/timelines and the current position of savings proposals and cost pressures.

The report was presented by Mr Given and advised that the IJJB was required to approve its approach to the 2023/24 Budget and identify the key assumptions for funding from both the Health Board and Inverclyde Council. The report provided background and context, a proposed budget approach, current timelines, key budget announcements and potential savings/adjustments.

The Board asked if the impact of inflation and pay increases had been factored into the Proposed Approach to the budget and Mr Given provided a detailed explanation of the accounting mechanisms and processes involved in formulating the Proposed Approach.

Referring to paragraph 1.5 of the report, the Board requested more information on the impact of Covid on the Children and Families budget, and Mr Given advised of the use

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of Smoothing Reserves and also Spend to Save initiatives.

The Board asked if the impact of proposed budget savings on service users could be assessed, and Mr Given advised that he was currently compiling a savings options sheet which will contain this information and he will provide a summarised version of this to the IJJB Working Group when completed.

Decided:

- (1) that the proposed approach to the 2023/24 Budget be noted;
- (2) that the key timelines and Budget Announcements to the preparation of the 2023/24 Budget be noted; and
- (3) that (a) the Funding pressures identified be noted, and (b) it be noted that officers have developed initial savings proposals which will be reported to a future meeting if the IJJB and IJJB Audit Committee.

78 Update on Implementation of Primary Care Improvement Plan

78

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership (1) providing an update on the current position and associated finances in relation to the implementation of the Primary Care Improvement Plan (PCIP), and (2) appending a copy of the 'Memorandum of Understanding (MoU) 2: GMS Contract Implementation for Primary Care Improvement - Agreement between Scottish Government, British Medical Association (BMA), Integration Authorities (IAs) and NHS Boards'.

The report was presented by Mr Stevenson and provided updates on CTAC, Urgent Care, Pharmacotherapy (Pharmacy), the Vaccination Transformation Programme and funding.

Referring to paragraph 4.5 of the report 'Existing core funding will allow continuation of existing services, but the retraction of funding will challenge the progression of the following areas...' and the subsequent list, the Board asked which carried the greatest risk. Mr Stevenson advised that services would be prioritised, and risk managed with planning, but that recruitment and retention of the workforce across all Primary Care areas was an ongoing issue.

The Board enquired as to how services would be maintained, and Mr Stevenson and Ms Rocks provided an overview of measures such as multi-disciplinary teams and the role of Advanced Nurse Practitioners.

The Board asked how the impact of the PCIP on service provision was evaluated, and Mr Best advised that this would be the subject of a future report. The Chair requested that this report be brought to the March or May 2023 meeting and include information on performance and resources.

The Board expressed their unease at the reduction in funding and pressures within the service, and the Chair advised that he would address the concerns raised at his next meeting with the Chief Officer and Vice-Chair in order to assess what actions could be taken to reflect these concerns.

Decided:

- (1) that the progress made in delivery of the 2022/23 Primary Care Improvement plan be noted;
- (2) that the ongoing development and continuation of the implementation of the Primary Care Improvement Plan be noted;
- (3) that the confirmed reduction of £1.236million in Primary Care Improvement funding from Scottish Government for the 2022/23 delivery and the anticipated impact on future developments, as detailed in paragraph 4.5 of the report, be noted; and
- (4) that it be remitted to officers to provide a report to either the March or May 2023 meeting of the Board evaluating the impact of the PCIP on service provision and including information on performance and resources.

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79 Chief Officers Report

79

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on service developments which are not subject to the IJJB agenda of 7 November 2022 but will be future papers.

The report was presented by the Chief Officer and provided an update on Mental Health and Wellbeing in Primary Care Services, Supporting Ukrainian Nationals, Winter Preparedness 2022, and Alcohol and Drug Partnership Funding. Whilst presenting the report Ms Rocks paid tribute to the Third Sector in Inverclyde and commented that she had not encountered such a level of cohesion between a local authority and the voluntary sector before.

The Board sought reassurance on the HSCP's readiness for the approach of winter and any possible industrial action, and Mr Stevenson provided a detailed overview of the planning measures which have been put in place to ensure continuity of service provision.

Referring to a particular local newspaper article, Councillor Moran asked what support Ukrainian nationals were receiving, and Ms Rocks provided an overview of services available and advised she would not comment on an individual case. Ms Rocks advised she would contact Councillor Moran outwith the meeting.

The Board requested an update on the funding position for the Mental Health and Wellbeing Service and Ms Malarkey advised that there was no further information available at present.

Decided: that the following updates be noted (a) Mental Health and Wellbeing in Primary Care Services, (b) Supporting Ukrainian Nationals, (c) Winter Preparedness 2022, and (d) Alcohol and Drug Partnership Funding.

Councillor Robertson left the meeting at this juncture.

80 Minute of Meeting of IJB Audit Committee of 26 September 2022

80

There was submitted the Minute of the Inverclyde Integration Joint Board of 26 September 2022.

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 items on the grounds that the business involved the likely disclosure of exempt information as defined in the paragraphs 6 and 9 of Part I of Schedule 7(A) of the Act.

81 Reporting by Exception – Governance of HSCP Commissioned External Organisations

81

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 16 July to 16 September 2022.

The report was presented by Mr Given 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.

Councillor McCluskey declared a non-financial interest in this item as a close family

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member was a resident in a Care Home and Ms Boyd declared a non-financial interest as a Director of Inverclyde Carer's Centre. Both members formed the view that the nature of their interest and of the item of business did not preclude their continued presence at the meeting or their participation in the decision making process.

The Board sought reassurance that families were advised of and included in discussions involving care provision, and Mr Stevenson provided an overview of the governance measures in place for family contact and involvement.

Decided:

- (1) that the Governance report for the period 16 July to 16 September 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.

82 **Appendix to Minute of Meeting of Inverclyde Integration Joint Board of 26 September 2022**

82

There was submitted an Appendix to the Inverclyde Integration Joint Board of 26 September 2022.

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

The Board requested an update on one of the organisations mentioned, all as detailed in the Appendix.

Decided: that the Appendix be agreed.