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**INVERCLYDE INTEGRATION JOINT BOARD – 20 MARCH 2023**


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**Inverclyde Integration Joint Board**  
**Monday 20 March 2023 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
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

**Non-Voting Stakeholder Representative Members:**

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

**Also present:**

Vicky Pollock	Legal Services Manager, Inverclyde Council
Jonathan Hinds	Head of Children & Families and Criminal Justice Services, Inverclyde Health & Social Care Partnership
Gail Kilbane	Alcohol & Drug and Homelessness Service Manager, Inverclyde Health & Social Care Partnership
Arlene Mailey	Service Manager, Quality & Development, Inverclyde Health & Social Care Partnership
Andrina Hunter	Service Manager, Corporate Policy, Planning and Performance, Inverclyde Council
Marie Keirs	Senior Finance Manager, Inverclyde Council
Diane Sweeney	Senior Committee Officer, Inverclyde Council
Lindsay Carrick	Senior Committee Officer, Inverclyde Council
Peter MacDonald	Solicitor, Inverclyde Council
Karen Haldane	Executive Officer, Your Voice, Inverclyde Community Care Forum (public business only)
Caroline Sinclair	Chief Officer, East Dunbartonshire Health & Social Care Partnership
Karen Lamb	Head of Specialist Children's Services, East Dunbartonshire Health & Social Care Partnership
Julie Metcalf	Clinical Director Children and Adolescent Mental Health Service (CAMHS), NHS GG&C

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**Chair:** Alan Cowan presided.

The meeting took place via video-conference.

Prior to the commencement of business, the Chair welcomed Ms Sinclair, Ms Lamb and Ms Metcalf to the meeting and advised that agenda item 8 (Specialist Children's Services Single Service Alignment) would be considered after agenda item 3 (Non-Voting Membership of the Integration Joint Board – Service User Representative).

### 15 **Apologies, Substitutions and Declarations of Interest** 15

Apologies for absence were intimated on behalf of:

Dr Hector MacDonald	Clinical Director, Inverclyde Health & Social Care Partnership
Laura Moore	Chief Nurse, NHS GG&C
Gemma Eardley	Staff Representative, Inverclyde Health & Social Care Partnership
Stevie McLachlan	Inverclyde Housing Association Representative, River Clyde Homes

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda item 12 (Reporting by Exception – Governance of HSCP Commissioned External Organisations) - Councillor McCluskey and Ms Boyd

### 16 **Minute of Meeting of Inverclyde Integration Joint Board of 23 January 2023** 16

There was submitted the Minute of the Inverclyde Integration Joint Board of 23 January 2023.

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

**Decided:** that the Minute be agreed.

### 17 **Non-Voting Membership of the Integration Joint Board – Service User Representative** 17

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising the Board (1) of a change in its non-voting membership, and (2) seeking agreement to appoint Ms Margaret Tait as the Service User Representative member following the resignation of Mr Hamish MacLeod. The report was presented by Ms Pollock and further advised that a proxy for Ms Tait would be appointed in due course.

The Chair welcomed Ms Tait to the meeting and expressed his thanks and appreciation for Mr MacLeod's contributions to the IJJB.

**Decided:**

(1) that the resignation of Mr Hamish MacLeod as Service User Representative non-voting member of the IJJB be noted; and

(2) that the appointment of Ms Margaret Tait as Service User Representative non-voting member of the IJJB be agreed.

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### 18 Specialist Children’s Services Single Service Alignment

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising the Board of progress towards planning for the implementation of a single service structure for Specialist Children’s Services (SCS) which will be hosted separately within East Dunbartonshire Health and Social Care Partnership on behalf of NHS Greater Glasgow and Clyde Health Board. The report was introduced by Mr Hinds and presented by Ms Sinclair.

Referring to staffing, the Board asked if the Inverclyde Children & Adolescent Mental Health Service (CAMHS) team would be requested to provide cover in other localities and if staff and Trade Unions had been consulted on the proposed changes. Ms Sinclair advised that the Inverclyde CAMHS team would remain based in Inverclyde and that there had been engagement with affected staff and their representatives from all the HSCPs involved, which had been positive, and that staff had been invited to Development Sessions. The Board sought reassurance that any staff movement within the new structure would be voluntary, and Ms Sinclair assured that it would be. Ms Rocks acknowledge that some concerns had been raised by the Inverclyde team which had been addressed and that she welcomed the report and integrated services approach.

The Board asked what difference the proposed changes would make to the experience of a young person accessing the service, and Ms Sinclair advised that there would be no difference.

The Board asked if there had been any noticeable difference in the number of young people accessing the CAMHS service recently, and Ms Sinclair advised that CAMHS referrals were at their highest level, and that although school counselling was a great investment and was well used it was filling a previously unmet gap in provision.

The Board discussed how performance would be measured and information relayed to non-host HSCPs. Ms Sinclair and Ms Lamb provided an overview of how this would be achieved, including engaging with service users and the Scottish Association for Mental Health, and the provision of a comprehensive suite of reports which would include waiting times and activity. It was noted that feedback would be sought on what to include in the reports.

The Board asked why East Dunbartonshire had been selected as host, and Ms Sinclair advised that it had been a Board decision based upon the Chief Officer having responsibility for Tier 4 Specialist Children’s Service.

The Board asked when the resource transfer would take place and Ms Sinclair advised that it would be at the start of the financial year with small adjustments as the year goes on.

The Chair thanked Ms Sinclair, Ms Lamb and Ms Metcalf for their participation in the meeting.

**Decided:**

- (1) that the contents of the report be noted; and
- (2) that it be noted that the details of the financial and resources transfers relating to the implementation of a single Specialist Children’s Service alignment are contained within the budget setting report considered later in the agenda.

### 19 Financial Monitoring Report 2022/23 – Period to 31 December 2022, Period 9

19

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership on the Revenue and Capital Budget projected financial outturn for the year as at 31 December 2022, and providing an update on the current projected use of earmarked reserves and projected financial costs of the continued response to the Covid-19 pandemic.

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The report was presented by Mr Given, and noted that as at 31 December 2022 it was projected that the IJJB revenue budget will have an overall underspend of £1.307million, broken down as Social Care Services projected to be underspent by £1.326million and Health Services projected to be overspent by £0.019million.

The Board again expressed their disappointment that the surplus Covid funding would be returned, thanked the Chair for his robust letters on this matter and enquired if a response had been received from GG&C Health Board. The Chair advised that he had raised the matter verbally with the Chair of the Health Board, had written to the Chair of the IJB Group and would follow this up and update the Board accordingly.

Referring to Mental Health In-Patient services and referencing the Rolling Action List at agenda item 5, the Board requested that the anticipated report on the Langhill Unit, due in June 2023, be brought to an earlier meeting, and after discussion it was agreed that officers would present a report at the May 2023 meeting.

The Board asked if there would be additional funding for Long Covid, and Mr Given and Ms Keirs advised that there would be some additional funding and they would confirm the details with members after the meeting. The Board also commented that the Health Board was setting up a Long Covid team which would take GP referrals.

Referring to appendix 2, the Board asked why there was a 79% variance on Criminal Justice and Mr Given explained that this was due to the accounting process and timescales.

Referring to the Transformation Fund, the Board commented on the various vacancies listed at appendix 6 and the length of time it was taking to fill them. Ms Rocks provided an overview of the recruitment process and assured the Board that progress was being made in appointing to the positions noted.

### **Decided:**

- (1) that (a) the current Period 9 forecast position for 2022/23, as detailed in the report and at appendices 1-3, be noted, and (b) the position with Covid spend and return of unused earmarked reserve be noted;
- (2) that (a) the proposed budget realignments and virement, as detailed in appendix 4 to the report, be approved, and (b) 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 specific earmarking detailed at section 4 of the report and summarised at paragraph 8.2 of the report be approved;
- (4) that the Transformation Fund bid, as detailed at paragraph 10.2 of the report, be approved;
- (5) that the current position of the Transformation Fund, as detailed at appendix 6 of the report, be noted
- (6) that the current capital position, as detailed at appendix 7 of the report, be noted;
- (7) that the current Earmarked Reserves position, as detailed at appendix 8 of the report, be noted;
- (8) that the key assumptions within the forecast, as detailed at section 12 of the report, be noted; and
- (9) that it be remitted to officers to submit the anticipated report on the Langhill Unit to the May 2023 meeting of the Board and not the June 2023 meeting.

## 20 **Rolling Action List**

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

**Decided:** that the Rolling Action List be noted.

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**21 Inverclyde HSCP Strategic Plan**

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership presenting a progress update on the final Transition Plan and seeking approval for the refreshed Strategic Plan and associated Outcomes Framework for 2023-24.

The report was presented by Ms Hunter and appended the (1) Transition Strategic Plan – Key Priorities Implementation Monitoring Report April 2022 to March 2023, (2) Inverclyde Health & Social Care Strategic Plan 2019-2024 Refresh (2023-2024), and (3) Inverclyde HSCP Outcomes framework – March 2023.

Referring to the RISE project, detailed at section 1.4 of the Transition Strategic Plan – Key Priorities document, the Board asked why only young men were referenced, and Ms Hunter explained that this particular project was aimed at them. Ms Rocks acknowledged that the concept of the project had to apply to all, and that going forward officers would look at the best way to achieve this, including possibly working with the Criminal Justice System to target women.

The Board discussed what they wanted future Strategic Plans to consider, including (1) the necessity to report results and not just referrals, (2) focus on the 6 Big Actions, (3) the possibility of more frequent reporting, (4) the need for benchmarking, (5) the layout of the reports and (6) key priorities. Officers noted the comments and agreed to consider them going forward.

**Decided:**

- (1) that the final 2021-23 Transition Plan progress update be noted;
- (2) that the engagement and consultation that has shaped the refresh of the Strategic Plan be noted;
- (3) that the refreshed Strategic Needs Assessment be noted;
- (4) that the refreshed Strategic Plan and Outcomes Framework for 2023-24 be approved; and
- (5) that the proposal for 6 monthly updates on the Strategic Plan in line with the planned 6 monthly performance reporting be approved.

**22 Public Sector Equalities Duty and Compliance**

22

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership (1) providing the Board with an update on its compliance with the Public Sector Equality Duty, and (2) appending a proposed Improvement Plan for approval.

The report was presented by Ms Rocks and Mr Given and advised the Board of the findings of the Equalities and Human Rights Commission (EHRC) relevant to the IJB following a review of all Scottish IJBs. The EHRC found that the Board was not in compliance with the provisions of the Equality Act and action was required.

The Board sought clarity on the dates of letters referenced to at paragraph 4.5 of the report and which had been issued as supporting papers. Officers confirmed that the letters were dated June 2020 and December 2022, and that paragraph 4.5 of the report should reflect this.

The Board asked if staff would now receive training on equalities, and officers advised that all staff had access to training through e-learning modules on both NHS and Council websites, and there was an acknowledgment that staff needed more robust training.

Ms Elliot offered assistance to officers on behalf of the Third Sector and CVS Inverclyde should there be a need in the future to obtain public opinion on service provision.

The Chair requested that further reports on this matter, including any external reporting obligations, be placed on the Rolling Action List.

**Decided:**

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- (1) that the contents of the report and comments received from the Equality and Human Rights Commission be noted;
- (2) that the Improvement Plan, which forms appendix 1 to the report, be approved;
- (3) that it be noted that a further report detailing the progress in implementing the Improvement Plan would be submitted to the September 2023 meeting of the IJJB; and
- (4) that it be remitted to officers to add all future reporting on Public Sector Equalities Duty and Compliance to the Rolling Action List.

### 23 Inverclyde IJB Budget 2023/24

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There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership seeking agreement for the budget for the IJJB for 2023/24 in line with the Strategic Plan.

The report was presented by Mr Given and advised that Inverclyde Council set their budget on 2 March 2023 and confirmed funding for the IJJB for the year and that Greater Glasgow & Clyde Health Board are still to confirm their final allocation but had given an indicative allocation on 9 March 2023. It was further noted that the budget does not contain any Covid related costs as the Scottish Government had stated there would be no further funding in this area for 2023/24. Mr Given thanked Ms Keirs, his wider team and the Senior Management Team for their work in the face of significant challenges.

Referencing recommendation 2.1.4 of the report 'It is recommended that the Integration Joint Board: Authorise the Chief Officer delegated authority to accept the formal funding offers from the Council and Health Board', the Board sought clarification on whether the IJJB could challenge the funding offers it had received. The Chair referred to paragraph 8.8 of the Integration Scheme Between Inverclyde Council and Greater Glasgow and Clyde Health Board which states 'The Integration Joint Board will direct the resources it receives from the Parties in line with the Strategic Plan...', and advised that the IJJB can only direct the resources it receives. After discussion it was agreed that recommendation 2.1.4 was to be removed from the recommendations.

The Board acknowledged the difficulties of long-term planning and that the IJJB, Inverclyde Council, HSCP and the Health Board would have to work closely together to meet the challenges ahead given the budget shortfall.

The Board asked in what way demographic changes would be reflected in future service planning, and Mr Given provided an overview as to how this would be achieved.

The Board asked what inflationary rate Mr Given applied when calculating the Budget, and Mr Given explained that various rates were applied to different functions.

The Chair thanked officers for their financial stewardship and work on the Budget.

#### **Decided:**

- (1) that the contents of the report be noted;
- (2) that the anticipated funding of £68.156million from Inverclyde Council be noted;
- (3) that the anticipated funding of £132.579million, which includes £35.398million for Set Aside, from Greater Glasgow & Clyde Health Board be noted;
- (4) that (a) the indicative net revenue budgets of £87.131million to Inverclyde Council and £113.604million, including the 'Set Aside' budget, to NHS Greater Glasgow and Clyde be agreed, (b) it be directed that this funding is spent in line with the Strategic Plan, and (c) it be noted that these figures reflect the £18.957million of Resource Transfer from Health within Social Care;
- (5) that the savings adjustments, as detailed at paragraph 4.6 of the report, be approved;
- (6) that the transfer of £1.24million of Core Pay Budget to East Dunbartonshire HSCP as part of the Specialist Children's Hosted Service, as detailed at agenda report item 8 (Specialist Children's Services Single Service Alignment) and paragraph 5.7 of the report, be approved;
- (7) that the Reserve proposals, as detailed at paragraph 6.2 of the report, be

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approved;

(8) that officers be authorised to issue related Directions to the Health Board and Inverclyde Council; and

(9) that the updated financial plan contained within the proposed 5 year plan, as detailed at appendix 6 of the report, be approved.

### 24 Cost of Living Support 24

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on the progress of a range of measures agreed by the IJJB at its meeting on 28 November 2022 to provide cost of living support to the citizens of Inverclyde.

The report was presented by Mr Given and provided an update on (1) Section 12 and 22 payments, (2) Warm Boxes, and (3) the Third Sector funding initiative. Mr Given thanked Ms Keirs and his team for their work on this project.

The Board expressed their support for the projects and enquired if funding for the Warm Hand of Friendship project would continue. Mr Given agreed to investigate this and update the Board accordingly.

**Decided:**

(1) that the progress in relation to the extension of support under Section 12 of the Social Work (Scotland) Act 1968 and Section 22 of the Children (Scotland) Act 1995 to additional HSCP staff be noted;

(2) that it be noted a Standard Operating Procedure has been developed which ensures delivery of support within a governance framework;

(3) that it be noted that an initial 500 Warm Boxes have been distributed via colleagues in Inverclyde Council's Education Services to service users receiving a Care at Home package from HSCP and commissioned providers, at an estimated cost of £30,000 funded from the 2022/23 underspend;

(4) that the work with the Third Sector to implement a new funding distribution scheme to assist individuals in the community and promote social welfare under Section 10 of the Social Work (Scotland) Act 1968 up to the value of £100,000 funded from the 2022/23 underspend be noted; and

(5) that the progress to date, as detailed at section 4 of the report, be noted.

### 25 Chief Officer's Report 25

It was noted that this item had been withdrawn from the agenda.

Ms Elliot left the meeting at this juncture.

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

**Item**

**Paragraphs**

**Reporting by Exception – Governance of HSCP  
Commissioned External Organisations** **6 & 9**

**Appendix to Minute of Meeting of Inverclyde Integration  
Joint Board of 23 January 2023** **6 & 9**

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**26 Reporting by Exception – Governance of HSCP Commissioned External Organisations 26**

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 19 November 2022 to 20 January 2023.

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 Services, Adult Services and Children's services, all as detailed in the Appendix.

Ms Boyd declared a connection in this item as a Director of Inverclyde Carer's Centre and Councillor McCluskey declared a connection as a close family member was a resident in a Care Home mentioned in the report. 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 and were declaring for transparency.

**Decided:**

(1) that the Governance report for the period 19 November 2022 to 20 January 2023 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.

**27 Appendix to Minute of Meeting of Inverclyde Integration Joint Board of 23 January 2023 27**

There was submitted an Appendix to the Inverclyde Integration Joint Board minute of 23 January 2023.

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

**Decided:** that the Appendix be agreed.