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**INVERCLYDE INTEGRATION JOINT BOARD – 27 JANUARY 2025**


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**Inverclyde Integration Joint Board**  
**Monday 27 January 2025 at 2pm**

**PRESENT:****Voting Members:**

David Gould (Chair)	Greater Glasgow and Clyde NHS Board
Councillor Francesca Brennan (Vice Chair)	Inverclyde Council
Councillor Colin Jackson	Inverclyde Council
Councillor Lynne Quinn	Inverclyde Council
Councillor Sandra Reynolds	Inverclyde Council
Dr Rebecca Metcalfe	Greater Glasgow and Clyde NHS Board
Dr Paul Ryan	Greater Glasgow and Clyde NHS Board
Lesley MacDonald	On behalf of Karen Turner, Greater Glasgow and Clyde NHS Board

**Non-Voting Professional Advisory Members:**

Kate Rocks	Chief Officer, Inverclyde Health & Social Care Partnership
Jonathan Hinds	Chief Social Work Officer, Inverclyde Health & Social Care Partnership
Craig Given	Chief Finance Officer, Inverclyde Health & Social Care Partnership
Dr Hector MacDonald	Clinical Director, Inverclyde Health & Social Care Partnership
Laura Moore	Chief Nurse GG&C

**Non-Voting Stakeholder Representative Members:**

Gemma Eardley	Staff Representative, Inverclyde Health & Social Care Partnership
Diana McCrone	Staff Representative, NHS Board
Charlene Elliott	Third Sector Representative, CVS Inverclyde
Donald McQuade	Service User Representative Proxy Member, Inverclyde Health & Social Care Partnership Advisory Group
Heather Davis	Carer's Representative
Stevie McLachlan	Inverclyde Housing Association Representative, River Clyde Homes

**Also present:**

Vicky Pollock	Legal Services Manager, Inverclyde Council
Alan Best	Interim Head of Health & Community Care, Inverclyde Health & Social Care Partnership
Katrina Phillips	Interim Head of Mental Health and Alcohol & Drug Recovery Services, Inverclyde Health & Social Care Partnership
Arlene Mailey	Service Manager, Quality & Development Service, Inverclyde Health & Social Care Partnership
Scott Bryan	Service Manager, Planning Performance & Equalities, Inverclyde Health & Social Care Partnership
Diane Sweeney	Senior Committee Officer, Inverclyde Council
Lindsay Carrick	Senior Committee Officer, Inverclyde Council

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Karen MacVey	Members' & Committee Services Team Leader, Inverclyde Council
Alison Ramsey	Corporate Communications, Inverclyde Council
Karen Haldane	Executive officer, Your Voice, Inverclyde Community Care Forum (public business only)

**Chair:** David Gould presided.

The meeting was held at the Municipal Buildings, Greenock with Councillor Jackson, Councillor Reynolds, Dr Metcalfe, Ms MacDonald, Mr Hinds, Dr MacDonald and Mr McLachlan attending remotely.

### 1 Apologies, Substitutions and Declarations of Interest 1

An apology for absence was intimated on behalf of:

Karen Turner	Greater Glasgow and Clyde NHS Board (with Lesley MacDonald substituting)
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No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 7 (NHS GGC Whole System Winter Plan) – Councillor Reynolds

Agenda Item 12 (Community Pharmacy Services in Inverclyde HSCP) – Councillor Reynolds

Prior to the commencement of business, the Chair referred to the recent passing of Ms Margaret Tait, who was the Service User Representative on the Board. The Chair acknowledged Ms Tait's community work, and referred to Ms Tait as being a beacon of wisdom, strength and kindness who would be sadly missed.

### 2 Minute of Meeting of Inverclyde Integration Joint Board of 18 November 2024 2

There was submitted the Minute of the Inverclyde Integration Joint Board of 18 November 2024. The Minute was presented by the Chair and checked for fact, omission, accuracy and clarity.

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

### 3 Inverclyde Integration Joint Board – Voting Membership Update 3

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership (1) advising the Board of changes to its Chair and Vice Chair positions following (a) Councillor Robert Moran stepping down as Chair of the Board after being appointed Leader of Inverclyde Council, and (b) it being agreed that the NHS Board will take over the Chair sooner than the normal two year rotation, and (2) providing an update in respect of its current voting membership. The report was presented by Ms Pollock who advised that Inverclyde Council had agreed the appointment of Councillor Francesca Brennan as Vice Chair of the IJJB at its meeting on 23 January 2025.

**Decided:**

- (1) that the appointment by Greater Glasgow & Clyde NHS Board of David Gould as the Chair of the Inverclyde Integration Joint Board be noted;
- (2) that the appointment by Inverclyde Council of Councillor Francesca Brennan as Vice Chair of the Inverclyde Integration Joint Board be noted; and
- (3) that the appointment by Inverclyde Council of Councillor Colin Jackson as a voting member of the Inverclyde Integration Joint Board be noted.

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### 4 Inverclyde Integration Joint Board Audit Committee – Membership, Chair and Vice Chair Appointments 4

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership seeking agreement for (1) revised membership arrangements, and (2) Chair and Vice Chair appointments for the Inverclyde Integration Joint Board Audit Committee. The report was presented by Ms Pollock.

**Decided:**

- (1) that Ms Karen Turner be appointed to serve on the Inverclyde Integration Joint Board Audit Committee;
- (2) that Councillor Lynne Quinn be appointed as Chair of the Inverclyde Integration Joint Board Audit Committee; and
- (3) that Dr Rebecca Metcalfe be appointed as Vice Chair of the Inverclyde Integration Joint Board Audit Committee.

### 5 Financial Monitoring Report 2024/25 Period 7 5

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising the Board of the projected financial outturn for the year as at 31 October 2024. The report was presented by Mr Given.

The Board asked for an explanation on the underspend in respite services, and Mr Given explained this was due to staff vacancies. In response to questions Mr Given also provided an overview of the Set Aside Budget and Reserves.

Referring to the overspend in the overall Mental Health budget but the underspend in the Community Mental Health Budget, the Board asked if this would lead to a pressure within that particular service. Ms Phillips provided an overview of the measures being taken to ensure there would be no impact on service provision, including staff development sessions and referral and discharge pathways.

The Chair requested that Mr Given provide an explanation as to what happens next in the Budget process, and Mr Given advised that there would be a Development Session for Board Members, the provisional date being 4 March 2025, and that the report setting out the Budget would be brought to the March meeting. Mr Given advised that it would be a one-year Budget.

In response to comments about the impact of mandatory statutory functions on HSCP Budgets, Ms Rocks advised that a report would be brought to the March meeting clarifying this for Board Members.

When in private session at the end of the meeting, the Chair accepted questions from the Board regarding the SWIFT replacement project, as detailed at paragraph 9.2 of the report.

**It was agreed that the questions involved the likely disclosure of exempt information as defined in paragraph 8 of Part I of Schedule 7(A) of the Local government (Scotland) Act 1973 as amended, all as detailed in the Private Appendix.**

**Decided:**

- (1) that the Board note (a) the current Period 7 forecast position for 2024/25 as detailed in the report and appendices 1-3, and (b) the assumption that this be funded from the reserves held;
- (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 Inverclyde Council and/or Greater Glasgow & Clyde Health Board as required on the basis of the revised figures as detailed at appendix 5 to the report;
- (3) that the current capital position be noted, as detailed at appendix 7 to the report;
- (4) that the current Earmarked Reserves position, as detailed at appendix 8 to the report, be noted;

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(5) that the key assumptions within the forecasts, as detailed at paragraph 9.4 of the report, be noted; and

(6) that the verbal update on the SWIFT replacement project, provided when in private session, be noted, all as detailed in the Private Appendix.

### 6 Rolling Action List 6

There was submitted a Rolling Action List of items arising from previous decisions of the IJJB. The List was presented by Mr Given.

Referring to the entry 'Report on Action Plan to reduce programmes for 2025/26 in the light of changes to mental health Grant Funding – paper to January 2025' and the reference in the minute of the meeting of 18 November 2024 (Minute Reference 68(4) – 'that it be noted that an action plan to reduce programmes for 2025-26 will be presented to the January meeting of the IJJB for approval to ensure spend is contained within the financial envelope now provided'), the Board noted that no such report was contained within the agenda. Ms Rocks advised that there would not be a report as the matter had been fully addressed and discussed at the last meeting. Ms Phillips provided a verbal overview of the funding allocation. It was agreed that this entry be removed from the Rolling Action List going forward.

**Decided:** that (a) the Rolling Action List be noted, and (b) it be agreed that the entry in relation to mental health Grant Funding be removed.

### 7 NHS GGC Whole System Winter Plan 7

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on the winter planning arrangements for winter 2024-2025. The report was presented by Mr Best.

Councillor Reynolds declared a connection as Lead Pharmacy Champion with Inverclyde HSCP/GG&C NHS. 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 and was declaring for transparency.

The Board discussed the service provision for fall prevention, and Ms Rocks advised that an update on this will be included at the planned Development Session

With reference to vaccinations, officers emphasised the importance of the public and staff being vaccinated, and noted that mobile vaccination units had been successfully deployed into the community.

**Decided:** that the contents of the report be noted.

### 8 HSCP Workforce Plan 2022-2025 – Progress Report 8

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on the HSCP Workforce Action Plan. The report was presented by Mr Given.

Commenting on the governance of the Plan, the Board advised that the Staff Partnership Forum had not been consulted. Mr Given acknowledged this and advised that they would be going forward.

The Board requested that in future reports the colour codings used in the RAG (Red/Amber/Green) status be explained.

**Decided:**

(1) that the establishment of the Workforce Group, which will take forward the current Workforce Action Plan and commence the development of a new Workforce Plan in line with a new Strategic Partnership Plan, be noted; and

(2) that the progress since the last update in June 2024, as detailed at paragraph 1.3 of the report, be noted.

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### 9 Integration Joint Board Category 1 Responder Update 9

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing (1) the annual update on Business Continuity Planning, and (2) reassurance that the duties as a Category 1 Responder in terms of the Civil Contingencies Act 2004 could be discharged. The report was presented by Mr Given.

The Chair requested a report to a future meeting on any lessons learned from the recent response to storm Eowyn, including case studies.

The Chair also requested that the thanks and appreciation of the Board be conveyed to all staff who worked through the storm and provided essential services.

**Decided:**

- (1) that the content of the annual update be noted;
- (2) that the Chief Officer, as Accountable Officer, be instructed to carry out on its behalf all necessary arrangements to discharge the duties on the IJB under the Civil Contingencies Act 2004;
- (3) that it be noted that the next annual update will be in November 2025;
- (4) that it be remitted to officers to provide a report detailing what was learned from the HSCP's response to storm Eowyn and that this include case studies; and
- (5) that the thanks and appreciation of the Board be conveyed to all staff who worked through the recent storm Eowyn and provided essential services.

### 10 Inverclyde HSCP Collaborative Care Home Support Team (CCHST) 10

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership advising of and providing assurance on the work of the local Collaborative Care Home Support Team (CCHST), including significant areas of improvement and good practice. The report was presented by Ms Moore.

The Board commented favourably on the work undertaken by the Team, particularly the figures presented in relation to the Call Before You Convey project.

**Decided:**

- (1) that the contents and reassurance provided within the report be noted; and
- (2) that the thanks and appreciation of the Board be conveyed to all staff within the Collaborative Care Home Support Team.

### 11 Children and Families Service Redesign 11

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing a summary of activity within the programme of redesign for children and families services in Inverclyde. The report was presented by Mr Hinds.

The Board commented favourably on the report, and in response to questions Mr Hinds and Ms Rocks provided an explanation as to why some placements were outwith Inverclyde.

**Decided:** that the contents of the report be noted.

### 12 Community Pharmacy Services in Inverclyde HSCP 12

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an overview of the delivery of Community Pharmacy core, national, local and additional services in Inverclyde HSCP. The report was presented by Mr Best.

Councillor Reynolds declared a connection as Lead Pharmacy Champion with Inverclyde HSCP/GG&C NHS. 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 and was declaring for transparency.

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Commenting on the services already provided by Community Pharmacies, the Board asked if there would be capacity issues with the proposals under the Pharmacy First scheme. Mr Best advised that the pharmacists he had engaged with had shown a willingness to support the scheme and he would get more information on this for Board members.

The Board asked what the situation was regarding pharmacies prescribing Naloxone, as pharmacies held it but training was required to dispense it. Mr Best advised that he would get more information on the local position. Councillor Reynolds, in her capacity as Pharmacy Champion, provided an overview of the prescribing of Naloxone.

**Decided:** that the delivery and assurance of community pharmacy services in Inverclyde HSCP be noted.

### 13 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 the subject of reports on this agenda. The report was presented by Ms Rocks and provided updates on (1) delayed discharge, and (2) Equalities.

The Board commented favourably on the delayed discharge figures and asked if officers shared good practice with other areas, and Ms Rocks and Mr Best assured that they did.

**Decided:** that the updates provided within the report be noted.

**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 respective paragraphs of Part I of Schedule 7(A) of the Act as are set out opposite each item.**

Item	Paragraph(s)
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Appendix to the Minute of meeting of Inverclyde Integration Joint Board of 18 November 2024	1
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Reporting by Exception – Governance of HSCP Commissioned External Organisations	6 & 9
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### 14 Appendix to the Minute of meeting of Inverclyde Integration Joint Board of 18 November 2024

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There was submitted an Appendix to the Minute of the Inverclyde Integration Joint Board of 18 November 2024. The Appendix was presented by the Chair and checked for fact, omission, accuracy and clarity.

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

### 15 Reporting by Exception – Governance of HSCP Commissioned External Organisations

15

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 28 September to 29 November 2024. The report was presented by Mr Given and provided updates on establishments and services within Older People Services, Adult Services and Children's Services.

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- (1) that the governance report for the period 28 September to 29 November 2024 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.

**16****Councillor Robert Moran****16**

At the conclusion of business, the Chair expressed his thanks to Councillor Moran for his contribution to the IJJB over the years.