

INVERCLYDE INTEGRATION JOINT BOARD – 18 AUGUST 2016

Inverclyde Integration Joint Board

Thursday 18 August 2016 at 3 pm

Present: Councillors V Jones, S McCabe, J McIlwee and L Rebecchi, Mr S Carr, Dr D Lyons, Mr A Macleod, Mr R Finnie, Dr H McDonald, Ms C Roarty, Mr B Moore, Ms L Aird, Ms R Garcha, Ms D McCrone, Ms M Telfer, Mr I Bruce, Ms C Boyd, Ms J McGeough (for Dr C Jones) and Ms C Low (for Ms S McLeod).

Chair: Councillor McIlwee presided.

In attendance: Ms B Culshaw, Head of Health & Community Care, Ms H Watson, Head of Planning, Health Improvement & Commissioning, Ms D Gillespie, Head of Mental Health, Addictions and Homelessness, Ms F Houlihan, Service Manager Specialist Children's Services, Ms V Pollock (for Head of Legal & Property Services) and N Duffy (Legal & Property Services).

The following paragraphs are submitted for information only having been dealt with under the powers delegated to the Board.

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| 55 | Apologies, Substitutions and Declarations of Interest | 55 |
| | Apologies for absence were intimated on behalf of Ms S McLeod, with Ms C Low substituting, and Dr C Jones, with Ms J McGeough substituting. | |
| | No declarations of interest were intimated. | |
| 56 | Inverclyde New Ways of Working | 56 |
| | There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership advising of the range of works underway across Inverclyde in relation to the New Ways of Working pilot. | |
| | The Board heard a presentation on the subject by Ms Culshaw and Dr McDonald, and following the presentation, both answered questions from members. | |
| | Decided: that the Board note the range of work in progress, the potential future delivery of Primary Care and consequential resource implications. | |
| 57 | Minute of Meeting of Inverclyde Integration Joint Board of 20 June 2016 | 57 |
| | There was submitted minute of the Inverclyde Integration Joint Board of 20 June 2016. | |
| | Decided: that the minute be agreed. | |
| 58 | Financial Monitoring Report 2016/17 – Period 3 to 30 June 2016 | 58 |
| | There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership advising of the Revenue and Capital Budget for the current year as at period 3 to 30 June 2016 and providing a summary of the 2015/16 outturn. | |

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Decided:

- (1) that the period 3 position for 2016/17 be noted;
- (2) that the proposed budget realignments and virement outlined in Appendix 4 be approved 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 contained within the report;
- (3) that the current capital position be noted;
- (4) that the current Earmarked Reserves position be noted; and
- (5) that the 2015/16 final outturn position be noted.

59 **Directions from Integration Joint Board to Inverclyde Council and NHS Greater Glasgow and Clyde** 59

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership seeking approval from the Board to issue directions to Inverclyde Council and Greater Glasgow and Clyde NHS Board in respect of the delivery of the functions delegated to the Integration Joint Board under the Public Bodies (Joint Working) (Scotland) Act 2014.

Decided:

- (1) that the Directions to Inverclyde Council and Greater Glasgow and Clyde NHS Board in respect of delivery of the functions delegated to the Inverclyde Integration Joint Board, as set out in Appendix 1 of the report, be approved;
- (2) that authority be delegated to the Chief Officer to issue the Directions to the Chief Executives of Inverclyde Council and Greater Glasgow and Clyde NHS Board; and
- (3) that it be agreed that both sets of Directions are renewed by the Inverclyde Integration Joint Board as and when updates are required and at a minimum on an annual basis in respect of the following financial year.

60 **Freedom of Information Arrangements** 60

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership seeking approval for the adoption of a draft Publication Scheme for the Inverclyde Integration Joint Board, as required by the Freedom of Information (Scotland) Act 2002.

Decided:

- (1) that adoption of the Publication Scheme, as detailed in Appendix 1 of the report, be approved and its submission to the Scottish Information Commissioner for approval be agreed;
- (2) that authority be delegated to the Chief Officer to complete the preparation of the Guide to Information as detailed in appendix 2 of the report;
- (3) that authority be delegated to the Chief Officer to prepare, complete and publish policies and procedures, an internal review/appeals process and leaflet to staff and the public detailing the Inverclyde Integration Joint Board as arrangements for dealing with requests for information in terms of the Freedom of Information (Scotland) Act; and
- (4) that authority be delegated to the Chief Officer to review and amend as necessary the Publication Scheme Guide to Information, policies and procedures, internal review/appeals process and draft leaflet to staff and the public in response to legislative changes, best practice and all basic requirements.

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| 61 | Freedom of Information | 61 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership informing members of the number, themes and sources of Freedom of Information requests from July 2015 to June 2016 and performance with regard to response timescales.</p> <p>Noted</p> | |
| 62 | Health Board Financial Allocation 2016/17 | 62 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership providing the Board with an update on the financial allocation agreed for the Inverclyde Integration Joint Board by the Health Board for 2016/17.</p> <p>Noted</p> | |
| 63 | Performance Exceptions Report | 63 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership presenting a sample of key performance exceptions data to the Integration Joint Board which reflects a balanced view of performance across the four Heads of Service areas of the HSCP as well as providing a picture of how people in Inverclyde experience Health and Social Care Services.</p> <p>Noted</p> | |
| 64 | HSCP Complaints Annual Report 2015/16 | 64 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership informing the Board of the annual performance of the Inverclyde Health & Social Care Partnership following implementation of the new Integrated Complaints Handling Procedure.</p> <p>Decided:</p> <p>(1) that the annual performance of the Inverclyde HSCP Integrated Complaints Handling Procedure be noted; and</p> <p>(2) that the changes to legislation which will require amendments to the local procedure in due course be noted.</p> | |
| 65 | Delayed Discharge Performance | 65 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership advising the Board on Inverclyde's performance towards achieving the national targets for Delayed Discharge.</p> <p>Noted</p> | |
| 66 | Risk Management Policy and Strategy | 66 |
| | <p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership seeking the approval of the risk management policy and strategy and providing an update on the development of the Inverclyde Integration Joint Board Strategic Risk Register.</p> | |

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Decided:

- (1) that the contents of the report be noted;
- (2) that the risk management policy and strategy be approved; and
- (3) that it be agreed that the IJB risk register be discussed at the future IJB development session in 2016.

67 iMatter Update 67

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership advising on the implementation of the staff experience employee engagement tool iMatter across Inverclyde Health & Social Care Partnership.

Noted

68 GP Health and Care Experience Survey 2015/16 68

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership providing the Board with an overview analysis of the results of the GP Health and Care Experience Survey 2015/16.

Decided: that the Inverclyde results of the survey be noted, with a view to being considered a baseline against which future survey results can be compared.

69 Strategic Service Planning 69

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership making recommendations in relation to strategic service planning.

Decided: that the Board note:

- (1) the process proposed by NHS Greater Glasgow and Clyde to develop a strategic plan for acute services; and
- (2) the local arrangements established by the HSCP for engaging with the acute sector.

70 Chief Officer's Report 70

There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership updating the Board on a number of work streams that are currently underway.

Decided:

- (1) that the Chief Officer's report be noted; and
- (2) that the revised template for IJB reports be approved.

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 during consideration of 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 opposite each item.

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Item	Paragraph(s)
Living Wage	9 and 12
Governance of HSCP Commissioned External Organisations	6
Report on Care Home, Greenock	6
71 Living Wage	71
<p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership (1) on the implications for the Council and the Integration Joint Board of implementing the Living Wage in relation to supporting adult care providers to pay their staff the National Living Wage and sleepovers payment from 1 April 2016 and the Scottish Living Wage from 1 October 2016 and (2) seeking the approval of the Board to implement new provider contact rates in order to deliver the Council's commitment in relation to these new requirements.</p> <p>Decided:</p> <p>(1) that the progress over recent months by the Council and Partnership to ensure fair rates of pay for these groups of Providers be noted;</p> <p>(2) that the increase in National Care Home Contract rates applied at 1 April 2016 through to 1 October 2016 be confirmed;</p> <p>(3) that option 1 to deliver the Scottish Living Wage from 1 October 2016 be adopted; and</p> <p>(4) that approval be given for the funding for the implementation costs to be met from the Social Care Fund.</p>	
72 Governance of HSCP Commissioned External Organisations	72
<p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership updating the Board on matters linked to the HSCP governance process for externally commissioned Social Care Services.</p> <p>Noted</p>	
73 Report on Care Home, Greenock	73
<p>There was submitted a report by the Corporate Director (Chief Officer) Inverclyde Health & Social Care Partnership providing the Board with a comprehensive report further to issues raised in respect of a Care Home, which was noted, all as detailed in the Appendix.</p>	
74 Ms Cathy Roarty	74
<p>The Chair referred to Ms Cathy Roarty, Professional Nurse Adviser, who would shortly be retiring and, on behalf of the Board, extended best wishes to Ms Roarty for the future.</p>	