

**GLASGOW CITY HEALTH & SOCIAL CARE  
INTEGRATION JOINT BOARD**

**IJB(M)2017-06**

Minutes of meeting held in the Sir Peter Heatly Boardroom, Glasgow City HSCP,  
Commonwealth House, 32 Albion Street, Glasgow, G1 1LH  
at 9.30am on Wednesday, 20<sup>th</sup> September 2017

**PRESENT:**

**VOTING MEMBERS**

Cllr Ken Andrew	Councillor, Glasgow City Council
Bailie Elaine Ballantyne	Councillor, Glasgow City Council
Simon Carr	NHSGG&C Board Member
Jeanette Donnelly	NHSGG&C Board Member
Jacqueline Forbes	NHSGG&C Board Member
Cllr Archie Graham	Councillor, Glasgow City Council
Cllr Mhairi Hunter	Councillor, Glasgow City Council (Vice Chair)
Cllr Kim Long	Councillor, Glasgow City Council
Trisha McAuley	NHSGG&C Board Member (Chair)
Rev. John Matthews	NHSGG&C Board Member
Anne Marie Monaghan	NHSGG&C Board Member
Cllr Jane Morgan	Councillor, Glasgow City Council
Rona Sweeney	NHSGG&C Board Member

**NON-VOTING  
MEMBERS**

Jonathan Best	Interim Chief Operating Officer, NHSGG&C
Patrick Flynn	Head of Housing and Regeneration, Glasgow City Council
Dr Richard Groden	Clinical Director
Jean Honan	Carer Representative (substitute)
Elaine Love	Chief Nurse Governance and Regulation, NHS GGC
Alex MacKenzie	Chief Officer, Operations
Margaret McCarthy	NHSGG&C Staff Representative
Susanne Millar	Chief Officer Planning, Strategy & Commissioning/Chief Social Work Officer
Elaine Rae	Independent Sector Representative (substitute for Peter Millar)
Anne Scott	Social Care User Representative
Dr Michael Smith	Lead Associate Medical Director Mental Health
Chris Sermanni	Glasgow City Staff Side
Ann Souter	Health Service User Representative
Shona Stephen	Third Sector Representative
Sharon Wearing	Chief Officer, Finance and Resources
David Williams	Chief Officer

**IN ATTENDANCE:**

Paul Adams	Head of Older People and Primary Care Services, NW
Allison Eccles	Head of Business Development
Emma Keggans	Audit Trainee, Audit Scotland
Anne Mitchell	Head of Older People and Primary Care Services, South
Stephen O'Hagan	Senior Audit Manager, Audit Scotland
Sheena Walker	Governance Support Officer (Minutes)

**APOLOGIES:**

Bailie Ade Aibinu	Councillor, Glasgow City Council
Cllr Michelle Ferns	Councillor, Glasgow City Council
Ross Finnie	NHSGG&C Board Member
Peter Millar	Independent Sector Representative

## 1. DECLARATION OF INTERESTS

Cllr Jane Morgan declared an interest as a trustee to a Child Care Trust service provider.

## 2. APOLOGIES FOR ABSENCE

Apologies for absence were noted.

Trisha McAuley welcomed new members Elaine Love, temporary replacement for Mari Brannigan; and Cllr Jane Morgan who had replaced Cllr Matt Kerr on the IJB. Trisha also welcomed Jean Honan, who was attending as a substitute Carers Representative; Rosemary Kennedy had resigned from the IJB and a formal representative would be advised in due course.

## 3. MINUTES

The minutes of the meeting of the Integration Joint Board held on 21<sup>st</sup> June 2017 were approved as an accurate record.

## 4. MATTERS ARISING

### **a) Safer Drug Consumption facility and Heroin Assisted Treatment**

Susanne Millar informed members that a report would be presented to the IJB on 8<sup>th</sup> November in relation to the outstanding issues. A report on engagement would also be presented to the IJB Public Engagement Committee on 27<sup>th</sup> September.

### **b) Review of Minor Injuries Services in West Glasgow**

Alex MacKenzie advised that the engagement process had been extended until the end of September and that a full report would be presented to the IJB on 8<sup>th</sup> November. Officers were working with both Acute and Health Board colleagues for the review.

### **c) IJB Committee Membership**

David Williams informed the IJB of a proposed nomination to the IJB Finance and Audit Committee from Cllr Jane Morgan who had expressed an interest in joining the Committee as Vice Chair. David asked that the IJB approve the nomination.

#### ***The Integration Joint Board:***

- a) approved the nomination of Cllr Jane Morgan as Vice Chair of the IJB Finance and Audit Committee.**

## 5. INTEGRATION JOINT BOARD ROLLING ACTION LIST

David Williams referred to reference number 27 of the IJB Rolling Action List for Trisha McAuley to write to the Cabinet Secretary regarding the financial allocation and budget for 2017/18 from the Health Board. David reported that the Financial Allocations and Budget paper, item 8 of the agenda, addressed this issue and proposed that if the paper was approved then the action be closed. The IJB agreed with this proposal.

David also informed the IJB that in relation to the progress to reference number 29, carer information strategy funding to Alzhemiers Scotland; the allocation had since been progressed on Chief Officer's authority.

Allison Eccles referred to rolling action reference number 30; advising that a short life working group had been established to review the Risk Management Policy; work was on-going and a report would be presented at a future IJB meeting. The item would also remain open on the rolling action list.

Allison Eccles

Anne Marie Monaghan asked for an update regarding reference number 20 and questioned the time taken to review this. Alex MacKenzie reported that officers had been engaged with GCIL over the summer period and had been awaiting information from GCIL; this had since been received and engagement continued. A resolution would be established within the next few weeks and Alex would report back to the IJB on 8<sup>th</sup> November.

Alex MacKenzie

## 6. AUDIT SCOTLAND – ANNUAL AUDIT REPORT

Stephen O'Hagan presented to the Integration Joint Board the Audit Scotland – Annual Audit Report 2016/17. Stephen advised that the report is used to communicate any significant matters, however there were no significant findings reported. Auditors were satisfied with arrangements in place and there were no significant concerns. The unqualified auditors opinion was detailed at Appendix A. Stephen advised that the report was presented as 'draft' but this would be removed and finalised when the annual accounts were signed.

Simon Carr informed members that the report had been presented to the IJB Finance and Audit Committee on 6<sup>th</sup> September and members recommended this for approval.

Trisha McAuley referred to the recommendation on page 23 of the report, to improve the budget monitoring reports, asking if this would be implemented. Sharon Wearing confirmed that reports had been amended from April 2017 to include detail of any overspend or underspend to reserves. Stephen advised that Auditors would amend the response based on Sharon's update.

Stephen O'Hagan

Trisha thanked Audit Scotland for their assistance during the year and also to Sharon and her team on the positive report received.

## 7. AUDITED ANNUAL ACCOUNTS 2016-17

Sharon Wearing presented a paper advising that in line with the Local Authority Accounts (Scotland) Regulations 2014, the Integration Joint Board must consider the audited annual accounts and approve them for signature no later than the 30 September immediately following the financial year end. In making this decision the Board must have regard to any report made on those accounts and any advice given by the auditor or proper officer.

Sharon advised that the draft accounts had been presented to the IJB on 21<sup>st</sup> June for approval and submission to Audit Scotland; the audited accounts were now presented to the IJB for approval and signing for the last financial year.

Trisha McAuley referred to page 20, section 6.2, querying that if item 8, the financial allocation and budget paper was approved then should the text at section 6.2 of the accounts be changed to reflect this or should the accounts have been signed at an earlier date.

Sharon explained that the text at section 6.2 had been amended following the IJB Finance and Audit Committee on 6<sup>th</sup> September; the current text reflected the position earlier in the year and this was agreed and accepted by Audit Scotland.

***The Integration Joint Board:***

***a) approved for signature the audited Annual Accounts for the period from 1 April 2016 to 31 March 2017.***

**8. FINANCIAL ALLOCATIONS AND BUDGETS FOR 2017/18**

Sharon Wearing presented a paper to set the budget for the Integration Joint Board for 2017-2018 and to direct the Council and Health Board to spend the budget in line with the Strategic Plan.

It was reported that work had been progressed by the pharmacy team in relation to the prescribing budget to reduce the cost pressure, and a revised proposal was outlined at section 2.5. Savings and spend to save options were also in place and no additional funding was required. Section 2.8 outlined proposals to re-phase funding for service reform and efficiencies within Older Adults Inpatient Benchmarking, Primary Care Mental Health Teams and Adult Mental Health Inpatient Bed Reform. The £1.95m savings programme was recommended to be removed for 2017/18, and to present proposals in future for 2018/19.

The financial allocation from the Health Board was outlined at Appendix B and this was compliant with Scottish Government requirements; the recommendation from officers was to accept the allocation.

In relation to the HSCP's share of the historic £3.6m unallocated savings an agreement had been reached to fund the HSCPs share on a non-recurring basis, to promote partnership working, and discussions would take place for a recurring basis going forward. Sharon asked the Integration Joint Board to note and agree the recommendations outlined and added that recommendation 'f' was in line with the Strategic Plan of the IJB.

The IJB approved the recommendations and Trisha expressed thanks to Sharon and her team, and NHS colleagues in progressing with the budget allocation for 2017/18.

Rona Sweeney questioned if work had commenced on year on year budgets adding that it was important that the situation did not occur again; and that progress should be made within sufficient timescales.

Sharon reported that further discussions would take place following the IJB meeting and this would also include wider discussions on the set-aside budget. David Williams confirmed that progress should be made within this financial year.

***The Integration Joint Board:***

***a) noted the contents of the report;***

***b) noted the update on the prescribing budget and the associated savings programme for 2017-18;***

***c) agreed the update to the savings programme at paragraph 2.6 which will generate £4.19m in 2017-18;***

**d) agreed the update to the savings programme at 2.8 which will remove £1.95m from this years programme;**

**e) agreed to accept the delegated Budget from NHS Greater Glasgow and Clyde for 2017-18;**

**f) delegated a budget to NHS Greater Glasgow and Clyde of:**

**Total Budget £765.792m**

**and directed that this budget is spent in line with the strategic plan of the Integration Joint Board;**

**g) agreed the financial planning assumptions set out in section 4.**

## **9. GOVERNANCE OF FORMER INTEGRATED CARE FUND**

Alex MacKenzie presented a paper to provide an overview of governance arrangements for the former Integrated Care Fund (ICF), as per the direction of the Integration Joint Board.

Alex reported that the ICF was now part of mainstream funding within Health Board budgets and would be reported to the IJB through the redesign programme. The proposed future governance arrangements for the projects listed were outlined at 2.2 and the 2017/18 monitoring/governance arrangements were outlined. There would be joint planning arrangements and engagement would take place regarding processes and also engagement with staff-side representatives.

Shona Stephen advised that the guidance on the purpose of the ICF was clear for innovative, preventive approaches to respond to future demand and include third sector involvement. Shona questioned if these purposes were still valid for future arrangements and if the funding provided to date had delivered.

Alex advised that projects were subject to on-going evaluation. The table at section 2.2 detailed the engagement process and confirmed that this would continue, which was in line with the Commissioning Strategy.

Trisha McAuley thanked Shona for reminding members of the purpose of the ICF and asked that the purpose and engagement continue going forward.

### ***The Integration Joint Board:***

**a) approved the governance arrangements set out in 2.2; and,**

**b) directed the Council and Health Board to implement those arrangements.**

## **10. GLASGOW HSCP FALLS STRATEGY**

Alex Mackenzie presented to the Integration Joint Board the Glasgow City Health and Social Care Partnership Falls Strategy 2017-2020.

Alex reported that the plan provided detail of the components of work that were in place and this was evidence based. Section 3 of the report outlined the Glasgow City Strategy in delivering the plan working with staff, partners and stakeholders with the aim to reduce the number of falls that result in injury. Governance arrangements would be through the Glasgow Falls Group and joint planning would take place to ensure the delivery of the plan. The detail of how outcomes would be

measured was also provided and the focus would be on prevention and engaging with partners.

Anne Marie Monaghan stated that it was not only elderly people affected by falls; and that it was essential to encourage people to be active and to assist them in keeping healthy and safe. Officers should not lose sight of this in the current financial climate.

Trisha McAuley and David Williams welcomed Anne Marie's comments; David added that there was partnership working with Glasgow Life, housing providers and other colleagues in relation to the strategy and to manage healthier active lifestyles.

Anne Mitchell reported that engagement had taken place with community groups, including discussions regarding risks and how people could respond to these, including through exercise. Falls was everyone's responsibility and a positive response had been received from the sessions.

Cllr Andrew asked that officers remain aware of the assistance of equipment for falls management.

Chris Sermanni raised that there were 35 temporary staff members within Older People's Physical Disabilities and asked if these staff would be made permanent to deliver the strategy.

David Williams advised that these staff members were recruited on a temporary contract at the beginning of the year to assist in the delivery of a change programme and not specifically in relation to falls. The staff would not be made permanent in relation to the strategy as they were recruited for a different purpose.

Jacqueline Forbes stated that there was difficulty in accessing information on support arrangements for falls management and that officers must ensure that communication pathways were open and available.

Anne Mitchell reported that postcards, as detailed on page 8 of the report, would be produced and distributed widely to inform people of the community falls service.

***The Integration Joint Board:***

***a) endorsed the Glasgow City HSCP Falls Strategy 2017 – 2020; and,***

***b) directed the Council and Health Board to implement the strategy.***

## **11. SEXUAL HEALTH STRATEGIC PLAN 2017-2020**

Susanne Millar presented a paper to the Integration Joint Board to advise on the development and production of the Sexual Health Strategic Plan for Health and Social Care Partnerships in the Greater Glasgow and Clyde Area.

Susanne reported that there had been a significant period of consultation undertaken and the plan had been presented to the HSCP Senior Management Team and the six partnerships Chief Officers Group. The consultation was positive and 265 responses had been received. The plan had been revised following consultation and service improvement was more explicit. A full version of the plan had been produced as well as a user friendly summary version.

It was also reported that that Sandyford review was underway, looking at modernisation and service redesign to deliver efficiencies. A Programme Board had been established and consultation would take place through various means to ensure that every patient was represented.

Trisha McAuley added that the IJB had approved the review and asked if the Strategic Plan would influence this and if a report would be presented on the outcome of the review.

Susanne confirmed that the Strategic Plan would influence the review and that a report would be presented to the IJB on the outcomes of the review in March 2018.

Cllr Andrew questioned how 'good sexual health' was publicised to individuals. Susanne stated that this was a significant element of work and that good sexual health was promoted amongst young people in schools and also vulnerable young people; improvement actions were in place regarding this.

***The Integration Joint Board:***

***a) noted the contents of the plan;***

***b) approved its implementation across the six Health and Social Care Partnerships; and,***

***c) directed the Council and Health Board to implement the plan.***

**12. DRAFT PALLIATIVE AND END OF LIFE CARE PLAN**

Alex MacKenzie presented a report to the Integration Joint Board to outline the HSCP's key actions and priorities in relation to the Scottish Government's Strategic Framework on Palliative and End of Life Care; and to describe a draft plan that aligned to National Integration Indicators and complemented other strategies for implementation by January 2018.

The report outlined the responsibility to the Scottish Government's Strategic Framework for Action on Palliative and End of Life Care and the HSCP's actions in response to this. The partnership completed self-assessments and it was recognised that palliative care was in all areas of the business, for good care, and not solely in specialist care.

An assessment of Children and Young People's services would be conducted in line with the national framework. The summary of actions were outlined at section 3 of the plan and engagement would take place with the public and partners.

Simon Carr referred to section 2.8 of the report expressing concern if there was inadequate community nursing support to 24 hour care for children and young people.

Paul Adams advised that Children's Services had not been reviewed to the extent of the Adult population and that this was an area of work that officers would explore further. Paul confirmed that there was a gap in 24 hour care for non-cancer diagnosis for children and young people. If the Plan was approved by the IJB then a 4 month review period would take place which would include engagement with Heads of Children's Services, Acute oncology, Primary Care and Specialist Children's Services, to gather more information in these areas and to respond to the Scottish Governments Strategic Framework.

Trisha McAuley stated that this was a key challenge and an area of priority for officers and requested that a report be presented to the IJB in January 2018.

Paul added that the consultation for the Draft Palliative and End of Life Care Plan was available on the HSCP website and would close on 30<sup>th</sup> November.

Jonathan Best and Richard Groden explained that it was important to link this work to Anticipatory Care Plans as this was critical to the good care of individuals. Paul reported that Glasgow was involved in a National Programme Board and they were trying to encourage Anticipatory Care Plans being initiated by a wide range of people.

Cllr Long asked if there was a communications plan proposed, adding that it was important that engagement took place across all groups and that carers were not missed. Cllr Long suggested that officers could contact families who had provided palliative care to share their experience.

Paul informed members that this took place at the hospices commissioned by the HSCP and that some families shared their stories in the later stages of bereavement.

Elaine Love stated that Professor Bridget Johnston was conducting research on experience of care services and suggested that Paul make contact to discuss their areas of work. Paul confirmed that he had met Professor Johnston and there was a commitment to connecting with her research.

Trisha McAuley thanked Cllr Long for her comments that not everyone who looked after someone at end of life care would see themselves as a Carer, and that this was an important point. The comments regarding carers and Anticipatory Care Plans were noted and that the challenge of children's services was a priority for the partnership and a report should be presented in January 2018.

***The Integration Joint Board:***

***a) noted the key priority areas to be incorporated in the plan;***

***b) agreed the HSCP's Palliative Care draft Plan; and,***

***c) directed the Council and Health Board to implement the plan***

**13. IJB PROPERTY STRATEGY**

Sharon Wearing presented a report to seek approval of the final draft Integration Joint Board Property Strategy and action plan following consultation.

Sharon reported that two responses had been received from the consultation; one from Glasgow City Council who recommended that the strategy span a 5 year period rather than 3 years, and that officers were happy to consider this as this would be positive for strategic planning going forward. The second responder wished to remain anonymous.

Trisha McAuley acknowledged that the ownership of the capital estate was of the Glasgow City Council and the Health Board; the HSCP used the estate to commission and deliver services and there was planning and governance arrangements in place to deliver this.

Patrick Flynn commented that the consultation was welcomed, but reported that the IJB did not have delegated authority to direct the Council to deliver the



strategy, advising that the Council Property Committee had ultimate responsibility. Patrick stated that he had discussed this with officers and lawyers and that the wording should not be to 'direct and deliver' but to 'consider'.

Sharon confirmed that legislation required the IJB to have a property strategy and that they could direct on the services in the buildings. The capital expenditure was of the Health Board and Council but the IJB set the property requirements to direct and meet the service delivery.

David Williams stated that the papers for the IJB had been issued two weeks prior to the meeting and that it would have been helpful if a discussion had taken place prior to the meeting. David further stated that the consultation had taken place over July and August 2017 and there was opportunity to engage with officers before now.

Sharon added that the consultation response from Glasgow City Council did not make the comment raised by Patrick, but that officers were happy to discuss.

Trisha McAuley asked that officers engage in discussions with Council colleagues and Health Board colleagues and that the matter is reported on to the IJB on 8<sup>th</sup> November.

Sharon Wearing

Shona Stephen questioned if there was a separate disposal strategy and how did this link to the housing strategy, adding that there had been lack of consultation with housing providers. Simon Carr asked that the housing contribution statement include consultation with housing providers.

Sharon confirmed that the housing contribution statement linked to the Council too and that conversations took place with housing providers, the Council and the Health Board and that officers would include this. The IJB was not responsible for disposing of property, this was the Council and Health Boards' responsibility as they owned the land. The process on disposals would be added to the strategy to make this clear.

Sharon Wearing

Ann Souter raised an issue with property maintenance at Easterhouse Shopping Centre advising that the community had tried to resolve this for the past three years, but the issue had not been resolved by City Property.

Cllr Hunter advised Ann that she would discuss this with her out-with the meeting and would speak to the City Convenor to reach a resolution

Cllr Hunter

***The Integration Joint Board:***

- a) asked that officers engage in further discussions with Council and Health Board colleagues and that a report be presented to the IJB on 8 November 2017 with a recommendation for approval at that point.***

**14. ASSISTED GARDEN MAINTENANCE**

Sharon Wearing presented a report to the Integration Joint Board to seek approval of a review of the Assisted Garden Maintenance service in conjunction with Land and Environmental Services.

It was reported that the assisted garden maintenance service was delegated to the IJB. The current eligibility criteria was outlined at section 3.1; and that following an examination of the current list of recipients it was identified that there were a number of people who no longer qualified for the service or who were deceased, who were still receiving the service. A review was proposed to identify an efficient

and effective process going forward and that a revised service model would be presented to the IJB on 24 January 2018.

Richard Groden asked that the review process did not include a letter from GPs to support the application as this impacted upon GPs delivering other services for patients. Trisha McAuley acknowledged this and of the huge demand already place on GPs.

Anne Marie Monaghan asked that as part of the review, the savings made from those who would no longer receive the service (if they were now ineligible) be redistributed to those who were eligible and were currently awaiting the service.

Jacqueline Forbes informed members that some RSLs provided the service for tenants and that this be considered in the review to ensure there was no duplication of the service, or services being provided when this was included in the services from housing providers.

Shona Stephen asked that when the new eligibility criteria was established this be made available on the website for individuals.

Sharon reported that all views from members would be considered and that the options would be presented to the IJB in January 2018.

Simon Carr referred to the paper being presented to the IJB for approval, and queried why officers did not have delegated authority to conduct the review first and then present it to the IJB, as members did not want to add to the workforce of officers.

Trisha McAuley stated that the announcement of a review needed to be sensitive to the diverse group of stakeholders affected and the IJB needed to be sighted on this. Nevertheless, the IJB should consider Simon's point at a future development session and in the interests of effective governance and business management of the HSCP.

David Williams

***The Integration Joint Board:***

***a) noted this report;***

***b) approved work to verify eligibility for the Assisted Garden Maintenance service as outlined in this report; and,***

***c) directed Glasgow City Council to carry out a review of the service jointly between the Health and Social Care Partnership and Land and Environmental Services, led by the Chief Officer: Finance and Resources.***

**15. HSCP COMMISSIONING WORKPLAN 2017/18**

Susanne Millar presented a paper to notify the Integration Joint Board of the key work activities of the Health and Social Care Partnership (HSCP) Commissioning Team in 2017/18.

It was reported that the full plan and strategy had been approved by the IJB on 21<sup>st</sup> May 2016 and that the report presented was to reassure the IJB of processes in place. Susanne advised that good feedback had been received from Scotland Excel of the successful evaluation under the Procurement Commercial Improvement Programme and the Partnership had received a score of 85%.

The ambition and aspiration of the commissioning and independent sector was outlined in the report including the Proof of Concept and Homelessness Alliance; good progress had been made in this area and the HSCP Senior Management Team had discussed other relevant areas where this could be applied, for example Addictions and Children's and Families. An invitation to tender for the Homelessness Alliance would be issued in November 2017.

The IJB was asked to approve the extended provider framework agreement for a further 12 months.

Chris Sermanni reported there were concerns regarding staff training in some areas for the new remit. Susanne advised that a training programme was in place and would discuss this further and staff concerns with Chris out-with the meeting.

Susanne Millar

John Matthews referred to the budget cuts within Health Improvement and declared an interest as Chair of the Standing Committee Board of Health Improvement. John stated that many of the services provided through health improvement helped reduced the cost of health services and social work, and asked that although there were financial pressures the IJB be aware that health improvement was an important area too.

Simon Carr added that funding for Health Improvement was discussed at the Finance and Audit Committee; members were informed that the more successful economies received 6-7% of the budget to invest in health improvement, but Glasgow received 1-1.5%. There was a challenge and ambition to improve health improvement.

Trisha McAuley welcomed the points from John and Simon; and advised that this would be considered when discussing budgets next year.

***The Integration Joint Board:***

***a) noted the content of this report;***

***b) approved the extended provider framework agreement for a further twelve months from 30.01.2018; and,***

***c) directed the Council and Health Board to implement the key areas of work as outlined in the workplan.***

**16. GLASGOW-BETHLEHEM GUIDANCE TRAINING CENTRE (GTC) TWINNING PROPOSAL – DEVELOPMENT OF MENTAL HEALTH WORKFORCE CAPACITY IN BETHLEHEM**

Susanne Millar presented a report to update the Glasgow City Integration Joint Board on the Bethlehem Twinning project and to note progress made with the Guidance and Training Centre (GTC) in Bethlehem.

It was reported that this was a continuation of work with a focus on developing workforce capacity across three strands; in GTC senior staff development, GTC junior staff development and GTC service development. The partnership had more recently been asked to provide support through the long term development of psychology within The Creche. There was the potential to develop a psychology degree with a social work element and some of the elements of the SVQ in Glasgow would be used. Evaluation was being conducted by Professor McLeod, Glasgow University, and findings were currently being reviewed.

Simon Carr asked what the resource requirements were and that this be reported back to the IJB. Susanne confirmed that the resource requirements were not yet established, but that there would be use of staff time and possibly technology to liaise with colleagues in Bethlehem.

Trisha McAuley acknowledged that this was great work and asked that the resource requirement be added to the rolling action list to provide more detail.

Susanne Millar

***The Integration Joint Board:***

***a) noted the Twinning Arrangements between Glasgow City Council and NHS Greater Glasgow & Clyde and Bethlehem Municipality;***

***b) noted the Twinning and development programme between NHS Greater Glasgow & Clyde Specialist Children's Services, Glasgow City Council Psychological Services and University of Glasgow and Dundee; and***

***c) agreed the ongoing contribution to the Glasgow – Bethlehem Twinning Project and direct the Council and Health Board to continue to contribute to this work.***

**17. BUDGET MONITORING MONTH 4 / PERIOD 5**

Sharon Wearing presented a report to outline the financial position of the Glasgow City Integration Joint Board as at 31 July 2017 (Health) and 4 August 2017 (Council), and highlight any areas of budget pressure and actions to mitigate these pressures.

The summary position was net expenditure of £142k less budget to date. The budget changes were outlined at section 3 and reasons for budget variance at section 5. It was reported that there was a overspend of £792k in Children's and Families due to employee costs for the residential unit for unaccompanied young women and also the increase of 3 Residential School placements, now totalling 99.

There was a £385k net underspend in the provision of Older People; and underspend of £439k mainly due to slippage within the Older People's Residential and Day Care Strategy.

In relation to mental health, de-registration and de-configure of mental health services had taken longer than anticipated which resulted in a non-recurring expenditure of £178k.

Shona Stephen questioned if the overspend in community equipment would be offset by the slippage in Older People's Residential and Day Care Strategy. Sharon advised that the slippage was set aside for potential borrowing for Leithlands and Woodside Care Homes. A review would also take place for Older People Mental Health and Adult Mental Health In-patients to identify how overspend could support this.

Bailie Ballantyne referred to the overspend in mental health services and the underspend in homelessness, querying that if someone presented as homeless and used mental health services how do the budgets relate; adding that further clarity was required regarding overspend, underspend and different budgets.

David Williams advised that budgets had been brought in line in a joint capacity but were allocated against different headings for reporting purposes.

Trisha McAuley asked that this be discussed in more detail at a future development session.

***The Integration Joint Board:***

- a) noted the contents of this report;***
- b) approved the budget changes noted in paragraph 3; and***
- c) noted the summary of current Directions (Appendix 2).***

**18. INTEGRATION JOINT BOARD COMMITTEE STRUCTURES**

David Williams presented a paper to the Integration Joint Board to propose a revision to the Integration Joint Board's committee structures.

It had been agreed that the committee structures would be reviewed to ensure that papers presented to the IJB were given adequate consideration. The paper had proposed that the Executive Committee would be used as a as a Performance and Scrutiny Committee, however following discussion with Simon Carr and Trisha McAuley, it was proposed that the performance monitoring element remain within the Finance and Audit Committee, to not disrupt current arrangements, and in response to the report from Audit Scotland.

The recommendation was that the new committee would review the examples of papers outlined at appendix 1, with the exception of the performance report and that the membership of the Executive Committee would transfer to the new committee. David referred to Simon's earlier point regarding the presentation of service review papers, advising that some reports were political and client sensitive and that it was important that these were discussed and for transparency.

David proposed that an organisational development session take place in the next 6 months to discuss and reflect on the governance of the agenda of committees and review if this was working.

**David Williams**

Trisha McAuley welcomed the proposal. The scale of the HSCP's business was reflected in the length of the IJB Board meetings agendas. However, this was not conducive to good governance and effective scrutiny and it was right that the IJB considered how best to delegate functions to committees, leaving the Board with space for proper discussion of strategic issues.

Shona Stephen asked that the new committee and the Public Engagement Committee look at the Health and Sport Committee report on Integration Authorities engagement with stakeholders and measure against this as this was critical for IJBs. Trisha asked that the link to the paper be circulated to the IJB.

**Allison Eccles**

Jean Honan informed members that to be inclusive and engage with communities the IJB should take place in the community and communication is in plain English, as the meeting was difficult to understand for community representatives.

Trisha McAuley offered to meet with Jean after the meeting to discuss her concerns.

**Trisha McAuley**

David added that Stuart Donald, Principal Officer, met with non-voting members to discuss the papers prior to the meeting, and also that the Public Engagement Committee took place in the localities with input from providers and service users, which then informed the business of the committee and then the IJB.

***The Integration Joint Board:******a) noted this report; and,******b) approved the proposals outlined in Section 3 and revised Terms of Reference for Committees at appendix 2.*****19. YOUNG PERSON REPRESENTATION ON IJB PUBLIC ENGAGEMENT COMMITTEE**

Allison Eccles presented a paper to seek approval of the appointment of a Youth Engagement Advisor onto the IJB Public Engagement Committee.

Allison reported that the request was made at the March Public Engagement Committee for young person representation on the Committee and that through reviewing legislative requirements the proposal was to appoint a Young Person Advisor to the Committee. Discussions had taken place through existing forums and a suitable candidate had been identified; Calum Bonnar.

Trisha McAuley stated that the Young Person Advisor would be treated no differently from any other member and that officer support would be provided to Calum.

Cllr Long asked if a reference group could be developed with more than one young person representing the views of young people; with papers being presented and then exploring young people's input on issues; as this would be more sustainable than one young person representing all views. Cllr Long added that the young person would require additional support to be involved in the Committee.

Susanne Millar informed members that the young person identified had existing connections beyond being a service user, they were a member of the Scottish Youth Parliament. Discussions had taken place with a group of young people and Calum had self-selected to be the Youth Engagement Advisor to the Public Engagement Committee. Support would be provided from officers and new elected members training had also been provided.

***The Integration Joint Board:******a) noted this report;******b) approved the appointment of a Youth Engagement Advisor onto the IJB Public Engagement Committee; and,******c) approved Calum Bonnar as the IJB Public Engagement Committee's Youth Engagement Advisor.*****20. REGIONAL PLANNING ARRANGEMENTS**

David Williams presented a report to provide the IJB with background information in relation to regional planning arrangements to deliver a West Regional Plan and to agree the Chief Officer's engagement with this on behalf of the IJB.

David advised that this had been sent to the other IJBs in the West of Scotland and would be presented at the upcoming Health Board meeting. The current regional planning arrangements were outlined and the detail which was expected to be achieved and developed for the regional plan; which would take place through collaborative working. A National Programme Board has been established and the full plan available in March 2018.

This would be the extension of collaborative partnership working and to identify if there was more that could be achieved on a regional basis. There were three regions North, East and West and two national delivery plans.

IJBs were asked to be involved in the process as well as Health Board Chief Executives; and the IJB was asked to agree that David would be involved as Chief Officer.

***The Integration Joint Board:***

***a) noted the report; and***

***b) agreed that the Chief Officer engages with the West Regional Planning arrangements and keeps the IJB informed of progress.***

**21. CONSULTATION RESPONSES – FREE PERSONAL CARE**

Anne Marie Monaghan declared an interest in the Consultation Responses – Free Personal Care report as an individual who pays for personal care services.

David Williams presented a paper to advise the Integration Joint Board of a number of consultations and evidence gathering exercises in relation to proposals to introduce Free Personal Care for people aged under 65, to present for noting two responses previously submitted to these consultations on behalf of the IJB, and seek approval of a response to consultation on a proposed Members Bill on the same subject.

David advised that it was important that the report was presented to members for consideration from a political perspective and also as this was client sensitive. The response to two surveys from the Scottish Government were outlined at Appendix 1 and Appendix 2. The IJB had been asked to approve the response to consultation on a proposed Members Bill as outlined at Appendix 3 and to agree a response to question 1 of Appendix 3. David reported that since the paper had been drafted events had been overtaken and it was clear that legislation would be coming forward for free personal care; therefore it was prudent that the IJB discussed this.

It was proposed that the response to question 1 be along the lines of *'given the Scottish Government Programme includes the intention to legislate on this matter, the IJB took full account of this in response to issues and has elected to not tick a box.'*

Rona Sweeney queried the wording at section 7 regarding diversity in the workforce, and that equalities was scored as 'negative' at section 6. Rona questioned if equalities was therefore negative or neutral.

David added that the response should be 'negative' and that wording would be revisited to make this clearer.

Anne Marie Monaghan expressed disappointment and concern in the response as she felt that this presented a view that free personal care for under 65s should not be supported and that the response was negative and biased. She said she could not support the response in its current form and was disappointed that there had not been the opportunity to discuss this prior to now.

Anne Marie added that people had been campaigning for a long time for the introduction of free personal care and that there was lack of understanding

**David Williams**

regarding the cost of care to individuals. She highlighted inaccuracies and inconsistencies in the report making particular reference to it indicating people received benefits to pay for care. She clarified that people receive benefits if they have illness, long term conditions or disability as it is recognised that living with such conditions brings additional daily costs. It is the local authority who then targets these particular benefits through their approach to charging, but the benefits are not specifically to pay for care.

Cllr Hunter referred to the response to question 4a that *'In 2002 we argued against the introduction of free personal care'* reporting that the IJB did not exist in 2002 therefore this should be removed. Cllr Hunter added that it was important to recognise through consultation the barriers and issues, but that the tone was negative and that officers needed to consider the language.

David informed members that the consultation response was developed over a lengthy period with officers from various disciplines and that the equalities lead was significantly involved. Given the Government programme it was imperative that the IJB discuss and reflect that there will be challenges with the introduction of the Bill.

David Williams

It was agreed that the response should be amended to support fully the principle of free personal care for under 65s as the right thing to do, and to reflect a better balance between the advantages and the disadvantages. The response should then be clear that this was predicated on full resourcing from government, and recognition of the practical issues in implementation and unintended consequences, as already set out in the paper. Also that the reference to free personal care in 2002, raised by Cllr Hunter be removed; and that the benefits statement and equalities section are reviewed. The revised response should then be discussed with the Chair and Vice Chair for approval.

Anne Scott questioned why the report was item 21 on the agenda if this was an important issue; asking that consideration be given to future items and the structure of the agenda. Trisha welcomed Anne's comments and agreed that this would be considered in future.

***The Integration Joint Board:***

***a) noted this report;***

***b) noted responses already submitted to the initial call for views and Scottish Government / COSLA survey available at appendices 1 and 2;***

***c) agreed that officers would prepare a revised draft response based on the IJBs comments and this would be agreed with the Chair and Vice Chair.***

**22. TRADE UNION REPRESENTATION ON INTEGRATION JOINT BOARD**

The Integration Joint Board noted the Trade Union Representation on Integration Joint Board paper.

Chris Sermanni referred to section 4.2 of the report, that the decisions of the IJB do not directly affect Third Sector staff. Chris advised that staff side did not agree with this statement as reports for the Scottish Living Wage and commissioning papers set the rules for Third Sector staff. Also that Third Sector organisations did not feel there was a forum for them; and that staff side noted the report but disagreed with it.



Margaret McCarthy stated that she also supported the points raised by Chris and requested this be noted.

David Williams advised that officers were asked to consider the position following previous discussions and the position presented was what officers believed was correct.

Shona Stephen stated that the issue was understanding that the IJBs decisions do impact wider employees and individuals and that the IJB be aware of this.

The Board noted the report and Trisha McAuley requested that the concerns raised be recorded in the minute.

**23. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2016/17**

The Integration Joint Board noted the Chief Social Work Officer Annual Report 2016/17.

**24. GLASGOW CARERS PARTNERSHIP ANNUAL REPORT 2016/17**

The Integration Joint Board noted the Glasgow Carers Partnership Annual Report 2016/17.

**25. HSCP Q1 PERFORMANCE REPORT 2017/18**

The Integration Joint Board noted the HSCP Q1 Performance Report 2017/18.

**26. QUARTERLY CLINICAL AND PROFESSIONAL GOVERNANCE ASSURANCE STATEMENT**

The Integration Joint Board noted the Quarterly Clinical and Professional Governance Assurance Statement.

**27. SERVICES FOR CHILDREN AND YOUNG PEOPLE IN GLASGOW MAY 2017 – REPORT OF A JOINT INSPECTION**

The Integration Joint Board noted the Services for Children and Young People in Glasgow May 2017 – Report of a Joint Inspection.

Shona Stephen recognised that this was a very positive report and asked that communication, as per appendix 1, also refer to the Third Sector.

Susanne Millar

**28. FEMALE GENITAL MUTILATION (FGM) – NATIONAL ACTION PLAN**

The Integration Joint Board noted the Female Genital Mutilation (FGM) – National Action plan report.

**29. HOMELESSNESS STRATEGY – PROGRESS AND UPDATE**

The Integration Joint Board noted the Homelessness Strategy – Progress and Update report.

Simon Carr stated that the strategy did not give a sense of how performance had improved and that as they strategy was now at a mid-point detail was required on how this had impacted upon performance. Susanne Millar confirmed that this would be presented through the IJB Finance and Audit Committee.

Chris Sermanni asked if there was RSL commitment to the strategy; and raised that the relocation from the Hamish Allan Centre (HAC) to Glasgow City Mission may result in increased footfall during 5pm-11pm, and the centre may be closed when people required services.

Susanne Millar reported that the strategy had been discussed at Housing First and there had been commitment and a positive response from leaders.

The relocation from HAC was a pilot and would be evaluated. Susanne would take the points raised by Chris to the Liaison Group for discussion.

Susanne Millar

### **30. IJB EQUALITIES MAINSTREAMING AND OUTCOME PLAN**

The Integration Joint Board noted the IJB Equalities Mainstreaming and Outcome Plan.

### **31. RODGERPARK SERVICE USER ENGAGEMENT**

The Integration Joint Board noted the Rodgerpark Service User Engagement report.

### **32. GLASGOW CITY INTEGRATION JOINT BOARD – FUTURE AGENDA ITEMS**

The Integration Joint Board noted the future agenda items.

### **33. NEXT MEETING**

The next meeting was noted as Wednesday, 8<sup>th</sup> November 2017 at 9.30am in the Boardroom, Commonwealth House, 32 Albion Street, Glasgow, G1 1LH.

The meeting ended at 12.35pm