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

IJB(M)21-03-16

Minutes of meeting held in the Sir Peter Heatly Boardroom, Glasgow City HSCP,
Commonwealth House, 32 Albion Street, Glasgow, G1 1LH
at 10.00 am on Monday, 21st March 2016

Item No 3

PRESENT:

VOTING MEMBERS

Cllr James Adams	Councillor, Glasgow City Council
Simon Carr	NHSGG&C Board Member
Cllr Malcolm Cunning	Councillor, Glasgow City Council (deputy for Cllr Soryia Siddique)
Cllr Marie Garrity	Councillor, Glasgow City Council
Cllr Emma Gillan	Councillor, Glasgow City Council
Cllr Archie Graham	Councillor, Glasgow City Council (Chair)
Cllr Mhairi Hunter	Councillor, Glasgow City Council
Cllr Matt Kerr	Councillor, Glasgow City Council
Trisha McAuley	NHSGG&C Board Member
Bailie Mohammed Razaq	Councillor, Glasgow City Council
Robin Reid	NHSGG&C Board Member
Rev. Norman Shanks	NHSGG&C Board Member
Donald Sime	NHSGG&C Board Member

NON-VOTING MEMBERS

Mari Brannigan	Nurse Director - Partnerships
Dr Richard Groden	Clinical Director
Ian Leech	Glasgow City Staff Side
Alex MacKenzie	Chief Officer Operations
Peter Millar	Independent Sector Provider Representative
Susanne Millar	Chief Officer Planning, Strategy & Commissioning/CSWO
Anne Scott	Social Care Users Representative
Dr Michael Smith	Lead Associate Director Mental Health
Shona Stephen	Third Sector Housing Provider Representative
Sharon Wearing	Chief Officer Finance and Resources
David Williams	Chief Officer

IN ATTENDANCE:

Jonathan Bryden	Head of Finance
Kay Carmichael	Administration Manager
Janette Cowan	Principal Officer Business Development
John Dearden	Head of Business Administration
Stuart Donald	Principal Officer Business Development
Allison Eccles	Head of Business Development
Stephen Fitzpatrick	Head of Older People's Services
Isla Hyslop	Head of Organisational Development
Fiona Moss	Head of Health Improvement and Inequalities

APOLOGIES:

John Brown	NHSGG&C Board Member
Councillor Soryia Siddique	Councillor, Glasgow City Council
Ian Fraser	NHSGG&C Board Member
Dorothy McErlean	NHSGG&C Staff Representative
Ann Souter	PPF Representative

1. DECLARATION OF INTERESTS

Members were invited to declare any interest in any matter on the Agenda for the meeting in which they have a financial or other interest. No declarations were made.

2. MINUTES

The minutes of the meeting of the Integration Joint Board held on 8th February 2016 were approved as an accurate record with the following amendment:

Ian Leech, Staff Side Representative had given his apologies for the meeting.

3. PRE-MEETING QUESTIONS AND ANSWERS

Members had been given the opportunity to raise any questions in relation to the items on the agenda for the meeting in advance and a paper detailing the response to these had been circulated prior to the meeting.

4. DRAFT STRATEGIC PLAN – RESPONSE TO CONSULTATION

David Williams presented the draft Strategic Plan for approval. He drew attention to the financial context summary on page 27 of the Plan and advised that any approval would need to be on an interim basis pending approval of the Health Board budget allocation in June 2016.

The report included information on consultation undertaken on the draft Plan, the responses received and an analysis of the key themes raised. In the context of the responses received and publication of further guidance from the Scottish Government on the requirement to produce a housing contribution statement such a statement had been included to show how the housing sector can support achievement of the National Health and Wellbeing Outcomes.

Accompanying the Strategic Plan was a Statement of Strategic Implementation Actions for 2016/17. David highlighted the significant transformation actions planned for the year and how they linked to the Strategic Plan Outcomes and also to the generalised feedback comments received in the consultation. He specifically drew attention to the inclusion of the Integrated Care Fund activity, the Council's budget decisions and general areas under consideration within the Health Budget.

Members commented on the Plan referring to:-

- The need for an easy read executive summary document for general consumption;
- The financial pressures on both partner agencies;
- The lack of specific content in relation to the voluntary sector contribution and concern over the future application of the Integrated Care Fund monies.
- The clear sense of direction that the Implementation Actions gave;
- The removal of KPIs for each Strategic Planning Group pending the development of a standard framework and approach to performance measurement. It was confirmed that a paper on this would be brought to a subsequent meeting.

David Williams responded to the points made making reference to the intention to bring forward to the Board progress reports on individual Actions

within the Implementation Plan e.g. Occupational Therapy Review and Reform. He commented that in relation to the scale of the organisation's operations it was not viable to maintain the Integrated Care Fund as a closely monitored and separate fund with different governance arrangements. He also agreed the importance of giving visibility to the actions being taken forward.

The Board agreed to:-

- (a) Note the report;***
- (b) Approve the draft Strategic Plan, on an interim basis pending NHS Board approval of budget allocation in June;***
- (c) Support the preparation of a summary of the Strategic Plan;***
- (d) Approve the Implementation Actions for 2016/17; and***
- (e) Direct the Council and Health Board to continue to deliver services from 1 April 2016 in line with the Strategic Plan within the budgets allocated, pending further directions.***

Chief Officer

Chief Officer
Finance &
Resources

5. INTEGRATION FUNDING

Sharon Wearing presented a Paper which advised that the Scottish Government had allocated £250M per annum for Health & Social Care Partnerships to support the delivery of improved outcomes in social care, help drive the shift towards prevention and further strengthen our approach to tackling inequalities. The funding would be provided from the Health Budget. Funding was split half and half to:-

- (a) support additional spend on expanding social care to support the objectives of integration; and
- (b) to help meet a range of existing costs faced by local authorities in the delivery of effective and high quality health and social care services.

Glasgow's allocation of funding was £33.28M. Part of the funding would be applied to meet obligations in relation to introduction of the new Scottish living wage and support cost pressures. Within the element for social care services, there is an element intended to make charging fairer and prioritising those on low income. This would be achieved by increasing the thresholds for eligibility from 16.5% to 25%.

The Board agreed to:-

- (a) Note the additional funding allocated by the Scottish Government to Health & Social Care Partnerships.***
- (b) Note that the arrangements for flow of funding support for local authorities and delivery of the living wage from October 2016 as per Appendix A of the submitted report be signed off by the Integration Joint Board Section 95 Officer.***
- (c) The allocation of funding as outlined in Appendix B to the submitted report in line with the Strategic Plan.***

Chief Officer
Finance &
Resources

6. RESOURCES AND FINANCIAL ALLOCATION AND BUDGETS 2016/17

Sharon Wearing submitted a Paper detailing an interim budget for the Integration Joint Board for 2016/17.

There was detailed the financial allocation from Glasgow City Council and the Health Board with comment on the various elements. For the Health Board allocations were provisional pending final agreement of a budget.

The Board agreed to:

- (a) Note the contents of the report;***
- (b) Approve a net budget of £394,970,500 to Glasgow City Council and direct that this funding is spent in line with the Strategic Plan;***
- (c) Note that the Health Board have provided an indicative budget at this stage only, and still have a savings gap to close;***
- (d) Approve an interim budget of £631,234,900 which excludes the “set aside” budget to NHS Greater Glasgow and Clyde and direct that this funding is spent in line with the Strategic Plan;***
- (e) Note that a further report on the budget and due diligence process will be required in June 2016 when it is expected a finalised contribution from the Health Board will be available.***

Chief Officer
Finance &
Resources

Chief Officer
Finance &
Resources

7. GCHSCP JOINT FINANCE BUDGET MONITORING REPORT 2015/16 – REPORTING PERIOD TO JANUARY/FEBRUARY 2016

Jonny Bryden presented a Paper providing a summary of the financial performance of GCHSCP for the period 1st April 2015 to January 2016 (health) and February 2016 (social work services). The overall position was one of gross expenditure for the NHS of £114K (0.02%) less than budget and social work gross expenditure after adjustment for income at £2.025K (0.79%) more than budget. The identified variances were detailed in the paper.

The Board agreed to:

- (a) Note the content of the report.***
- (b) Note that the separate elements of the budget were being reported through the respective partner organisations. And that Social Work Services were working to action plans to mitigate overspend in the current financial year.***

8. AUDIT SCOTLAND REPORT ON HEALTH & SOCIAL CARE INTEGRATION

Susanne Millar presented a paper summarising a report produced by Audit Scotland into Health and Social Care Integration in Scotland.

The report made 16 recommendation, of these:

- Four recommendations were directed to the Scottish Government
- Seven recommendations were directed to Integration Authorities
- Five recommendations were directed jointly to Integration Authorities, Councils and Health Boards.

An Action Plan had been prepared in response to the report and it was intended to monitor this via the Finance & Audit Committee.

Members welcomed the action but, asked that a column indicating timescales be added to the document.

Sharon Wearing noted that a further report had been issued by Audit Scotland the previous week and would also be considered by the Finance & Audit Committee.

The Board agreed to:-

- (a) Note the report;***
- (b) Approve the first draft action plan in response to Audit Scotland's recommendations, subject to the addition of achievement timescales;***
- (c) Remit the action plan to the Finance and Audit Committee for further scrutiny and implementation.***

Chief Officer
Finance &
Resources

9. ESTABLISHING EQUALITIES OUTCOMES FOR THE IJB

Susanne Millar presented the Integration Joint Board Plan for Equalities Mainstreaming and Outcomes explaining that by the end of April 2016 the Board was required to publish Equality Outcomes which are to be reported on every two years.

The engagement process leading to development of the Equalities Outcomes was described. The mainstreaming approach and the draft Equality Outcomes were widely endorsed.

Councillor Emma Gillan asked that the plan be circulated as widely as possible and included in the newsletter.

It was noted that Sofi Taylor, Health Improvement Lead (Equality & Diversity) is to be the single point of contact in relation to information on the equalities work within the Partnership.

Trisha McAuley raised a question on HSCP Outcome 4 – Gender balance of Integration Joint Board. Susanne stated that it is an aspiration to have gender balance within the membership of the IJB, but this was not entirely within the control of the IJB to achieve.

The Board approved the Equalities Mainstreaming and Outcomes Plan.

Chief Officer
Planning, Strategy
& Commissioning

10. PERFORMANCE REPORT

Alex MacKenzie presented the Performance Report in relation to the partnerships performance in the delivery of health and social care services as at February 2016.

The paper detailed the work currently being undertaken to develop a performance reporting framework for the HSCP in order to ensure that the most appropriate information is being included and that the management information needs of the HSCP management teams are being met.

Members commented on the content of the report particularly in relation to the data for many of the areas not being up to date. An example was in relation to psychological therapies. Allison Eccles provided detail into the various ways that information for report is collated and that this resulted in some aspects not appearing current. Members acknowledged there was a lot of numeric data available, but it was important to consider how more qualitative data could be shared. Alex acknowledged the importance of developing this.

The Board noted the report.

11. DELEGATION SCHEMES TO COMMITTEES AND OFFICERS

John Dearden presented the draft Schemes of Delegation from the Integration Joint Board to Committees and Officers for approval, to come into effect from 1st April 2016. The draft Schemes of Delegation had been distributed to members on 5th February for consultation, with minor amendments made following comments received.

The Board approved the Schemes of Delegation.

Head of Business
Administration

12. APPOINTMENT OF MEMBERS TO COMMITTEES

John Dearden presented a paper detailing the nominations which had been received for the appointment of members to Committees.

It was noted that there was a vacancy within the non-voting stakeholder members on the Finance & Audit Committee. It was proposed that the Vice Chair of the Public Engagement Committee would be Councillor Siddique rather than the current Chair of the IJB which had previously been agreed by the IJB on the 8th February 2016.

The Board approved:-

(a) The appointment of members to the Executive Sub Committee, Finance and Audit Committee and Public Engagement Committee as detailed in the paper.

(b) The change in the arrangements for the appointment of the vice Chair of the Public Engagement Committee.

Head of Business
Administration

13. THE USE OF SECURE ACCOMODATION FOR CHILDREN

Susanne Millar presented a paper outlining the use of Secure Accommodation by the Glasgow City Health and Social Care Partnership, detailing the secure screening process, Intensive Support and Monitoring Service (ISMS) and the positive impact of the approach which had been taken in Glasgow.

Councillor Malcolm Cunning indicated that the paper had been presented to the Glasgow City Council Children and Families Policy Development Committee on 17th March where it was well received and highlighted the impact of the work that had been undertaken within the Glasgow.

The Board noted the report.

14. CONSULTATION ON DRUMCHAPEL GP OUT OF HOURS SERVICE

Susanne Millar presented a paper detailing proposals to relocate the current Primary Care Emergency Centre (PCEC) from Drumchapel Hospital. The proposal had been considered by the NHS Board at its meeting on 17th February 2016.

There was discussion on whether the IJB or NHS Board would make the decision. However, it was noted that the decision would sit with the NHS Board, with the paper also going to the IJB.

Trisha McAuley commented that this change in service was within one of the poorest deprivation levels within Glasgow. It was important that the alternative provision was accessible and that the planned engagement was effective in reaching the local population.

The Board agreed to the Partnership working with the Health Board on the engagement on the proposed relocation of the PCEC at Drumchapel Hospital to Gartnavel General Hospital.

Chief Officer
Planning, Strategy
& Commissioning

15. HEAD OF BUSINESS ADMINISTRATION

The Chair commented that this was the last meeting to be attended by John Dearden as Head of Business Administration before his retirement. The Chair and Members thanked John for his work on behalf of the Integration Joint Board and wished him well in his retirement.

16. NEXT MEETING

The next meeting was noted as Tuesday, 10th May 2016 at 9.30am in the Boardroom, Commonwealth House, 32 Albion Street, Glasgow, G1 1LH.

The meeting ended at 12 noon