

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

IJB(M)2018-06

Minutes of meeting held in the Orange Box Gallery, The Lighthouse, 11 Mitchell Lane,
Glasgow, G1 3NU at 9.30am on Wednesday, 7th November 2018

PRESENT:**VOTING MEMBERS**

Bailie Ade Aibinu	Councillor, Glasgow City Council
Cllr Ken Andrew	Councillor, Glasgow City Council
Simon Carr	NHSGG&C Board Member (Vice Chair) (Chair for Items 1 to 6)
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 (Chair)
Cllr Elspeth Kerr	Councillor, Glasgow City Council
Cllr Jennifer Layden	Councillor, Glasgow City Council
Cllr Kim Long	Councillor, Glasgow City Council
Rev. John Matthews	NHSGG&C Board Member
Margaret McGuire	NHSGG&C Board Member (substitute for Anne Marie Monaghan)
Cllr Jane Morgan	Councillor, Glasgow City Council
Mark White	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
Margaret McCarthy	NHSGG&C Staff Side Representative
Peter Millar	Independent Sector Representative
Jackie Kerr	Assistant Chief Officer, Adult Services (substitute for Susanne Millar)
Dr Kerri Neylon	Clinical Director (substitute for Dr John Nugent)
Anne Scott	Social Care User Representative
Dr Michael Smith	Lead Associate Medical Director Mental Health and Addictions
Ann Souter	Health Service User Representative
David Walker	Assistant Chief Officer, Corporate Strategy
Sharon Wearing	Chief Officer, Finance and Resources
David Williams	Chief Officer
Sheena Wright	Interim Nurse Director

IN ATTENDANCE:

Allison Eccles	Head of Business Development
Stephen Fitzpatrick	Assistant Chief Officer, Older People's Services

APOLOGIES:

Ross Finnie	NHSGG&C Board Member
Susanne Millar	Chief Officer Planning, Strategy & Operations / Chief Social Work Officer
Anne Marie Monaghan	NHSGG&C Board Member
Dr John Nugent	Clinical Director
Shona Stephen	Third Sector Representative
Rona Sweeney	NHSGG&C Board Member

1. DECLARATION OF INTERESTS

The following declarations of interest were raised:

- Margaret McGuire, as an Executive Director of the NHSGG&C Health Board;
- Mark White, Item 11 Glasgow City IJB Budget Monitoring for Month 5 Period 6;
- Cllr Jane Morgan, Item 7, Mental Health Strategy and Implementation; and
- Simon Carr and Peter Millar for Item 16, Homelessness Services Update: Progress on City Centre Hub and Response to Scottish Housing Regulator Inspection.

2. APOLOGIES FOR ABSENCE

Apologies for absence were noted as above.

3. MINUTES

The minutes of the meeting of the Integration Joint Board held on 19th September 2018 were approved as an accurate record, subject to the amendment raised to the list of voting members present, to include Jeanette Donnelly.

4. MATTERS ARISING

The Chair welcomed Cllr Elspeth Kerr to the meeting advising members that Cllr Kerr had replaced Cllr Michelle Ferns on the IJB. Approval was sought from the IJB to Cllr Kerr also replacing Cllr Ferns on the IJB Public Engagement Committee. The IJB approved this change to membership.

5. INTEGRATION JOINT BOARD ROLLING ACTION LIST

Allison Eccles presented the IJB Rolling Action List advising that this was for information and noting. Members requested that timescales are included for those actions with no timescales, for the next meeting.

Allison Eccles

6. CORDIA TRANSFER UPDATE

Sharon Wearing presented a paper to update the Integration Joint Board in relation to the transfer of homecare and associated services to Glasgow City Council, managed through the HSCP from 29 September 2018 and on the due diligence review in relation to the transfer.

Sharon informed the IJB of the response received from the Scottish Government in relation to the governance points raised by members and the role of the IJB. The Scottish Government advised that this was a matter for the Council, which was in line with the Integration Scheme.

The budget for homecare and related services were outlined to the IJB including detail of overspend and underspend. The forecast at this point is an overspend of £6.5m in 2018/19 and the proposal is that this will be split 50/50 by the Council and the IJB. If the proposal is accepted then reserves would be utilised on a non-recurring basis for 2018/19 and would be considered as part of the budget process for 2019/20.

The IJB discussed the overspend from Cordia and questioned when the overspend was known and what was done to mitigate this. Officers explained that savings had been directed to other areas in Cordia and these were achieved. The savings were not applied to homecare; the pressures and overspend were a result from increase in demand of the service and the roll out of mobile devices. The level of activity would be considered going forward and options to respond to demand. Members acknowledged that home care is crucial and staff were recognised for the work that they do.

The IJB discussed the figures outlined in the report and officers clarified that the projected overspend was £1.8m at the point in time, but that the total year projection to the end of the financial year is £6.5m, which takes account of pressures over the winter period. Officers stated that this is a projection and could change.

There would also be monitoring of the cost of pension enrolment over the next few months; this would be funded on a recurring basis from the Council. Officers also clarified that the Council received no return from the transfer.

The direction outlined in the report to the IJB advised that this would be reviewed in April 2019; but officers explained that this would also be reviewed at each meeting through the budget monitoring report.

It was also reported that the Integration Scheme was due to be reviewed in 2021 and members can raise any proposed amendments through their respective Health Board and Council processes.

The Integration Joint Board:

- a) noted the views of the Scottish Government in relation to the governance points raised;***
- b) agreed to split the overspend on homecare services on a 50/50 basis with the Council for this financial year and the funding required going forward for 2019/20 onwards will be considered as part of the 2019/20 revenue budget exercise by the Council;***
- c) noted that the above proposal if accepted by the IJB would utilise reserves on a non-recurring basis for 2018/19 financial year; and***
- d) noted that the Council have confirmed they will meet the full cost of harmonisation and auto enrolment and the budget will be transferred to the IJB once the full implications for each service is known.***

7. MENTAL HEALTH STRATEGY AND IMPLEMENTATION

Jackie Kerr presented a paper to advise the Integration Joint Board on the development and implementation of the Mental Health Strategy across the City; and to seek approval from the Integration Joint Board for the use of the new Mental Health monies across the City. Glasgow will receive a £5m allocation from the £17m available funding; and a further £5m had been identified for Children's Services across the country. A high level implementation plan for 2018/19 was appended to the report and the allocation of the funding for each of these areas of development was outlined in appendix 2. The productivity programme was also outlined to the IJB.

Members discussed the report and the level of resource available to children within primary schools; and queried what age mental health issues could be identified in this group. Members also questioned if there was the intention to introduce CAMHS at a younger age, than secondary school age.

Dr Michael Smith observed that the Coia Review was considering the appropriate role of CAMHS in responding to problems presenting during childhood and adolescence. CAMHS had an important role to play, but not all problems were best responded to with a clinical model. Social care, education and health services were aware of the need to rethink this potential service gap. Glasgow City HSCP staff would continue to work with the Coia Review. The role of school nurses was also discussed, but that a multi-disciplinary response was required. The IJB agreed that a development session would take place to feed in to the Coia review.

Members referred to the EQIA process and requested that officers be mindful of equalities groups when developing services. Officers explained that an EQIA was completed for the whole programme and that there would be a detailed EQIA for specific aspects of the programme.

David Williams

Members also discussed partnership working and of ensuring connectivity between partners and programmes of work. Officers acknowledged this and advised that there was joint partnership working through various structures. A Programme Management Board was also established with representatives from each of the six IJBs; and that the programme manager would oversee workstreams and ensure no duplication.

The Integration Joint Board:

- a) noted the proposals outlined in this report;***
- b) approved the plans for the use of the new Mental Health funding across the City and the City's contribution to Board wide initiatives; and***
- c) requested a further report in November 2019 on the progress of the implementation plan.***

8. TENDER FOR A SPECIALIST CARE HOME SERVICE TO SUPPORT PEOPLE WITH LEARNING DISABILITIES REQUIRING COMPLEX CARE

Sharon Wearing presented a paper to inform the IJB of the intention to proceed with an open tender for a 15 person specialist care home for adults with learning disabilities requiring complex care.

David Williams advised that he was aware of some anxieties regarding the report and the reference to residential care. David explained that this was due to registration requirements with the Care Inspectorate and categories of care when registering the service. David assured the IJB that this was not the type of facility that would be built; that officers were seeking to commission a centralised unit with bedrooms in 4/5 wings and this would be a bespoke care environment for a specific the group of individuals. David further explained that the group of individuals had very complex care needs and could not be supported in their own tenancies, this had been tried and failed for a number of them; and that a hospital environment was also not suitable for their needs. The facility is proposed to add to the level of support facilities within the city; and the proposal provides an opportunity for a social care model of care for this specific group.

Officers further advised that there would be consultation with the individuals' carers; and that no individual would be forced to move to the specialist care home. A planning process would also be adhered to. The IJB were assured that this proposed model of care was not re-institutionalisation.

Officers also highlighted that the care of children and young people and over 65 years in residential care environments was not raised as an issue, and that caution had to be taken to ensure that the provision proposed was not misinterpreted.

Officers also stated the importance of people having access to a social environment and not solely clinical care and paid staff.

Members thanked David for this input and stated that this should have been clearer within the report.

Members discussed the paper and outlined the following:

- Concern was raised that the verbal assurance provided was not detailed within the report;
- The pros and cons of the service proposal were not shown or evidence provided; and that more detail was required on successes and failures of models;
- Concern was noted that the commissioning process would begin before consultation took place;
- That there was no financial information detailed within the report, nor the detail of the provision;

- Requested that there be a two stage process, that officers should come back to the IJB with proposals on the tender process;
- That case studies should have been included in the report to give the IJB an understanding of the complexity of the individuals involved;
- That an example image of the type of accommodation proposed should have been shared with the IJB to allow them to understand the environment for the individuals’;
- Cllr Hunter advised that she had received an email from IJB member, Anne Marie Monaghan who had advised that she could not support the paper. Cllr Hunter would update Anne Marie on discussions that had taken place; and
- The Independent Sector representative credited the IJB for having this difficult discussion and that this proposal should be supported as it is an important development; and agreed that more detailed work was required before the tender process.

Officers acknowledged the concerns and comments raised by members; and advised that they were working with staff and colleagues to move forward and do something differently for this group of individuals who were delayed in hospitals for the past 3-4 years and could not be supported within their own homes. Also to provide an environment that met their level of needs and responded to isolation. Officers acknowledged that case studies incorporated in the report would have been beneficial for members.

Officers further advised that there needed to be agreement to go to tender to identify what providers could offer; and stated that it was a matter for the Council to award the contract.

Members discussed the possibility of working with RSLs and Patrick Flynn advised that he was happy to discuss the potential for funding and advise on design and regeneration issues around any potential site for the service.

The IJB agreed that the process could be approved but that detail of the provision would be presented to a future IJB.

The IJB agreed that recommendation (b) of the report would be amended to *‘direct the Council to advertise the requirement for a 15 bed specialist care home to support people with learning disabilities requiring complex care, and provide an options paper back to the IJB once the procurement exercise is complete.’*

The Integration Joint Board:

- a) noted the contents of this report; and***
- b) directed the Council to advertise the requirement for a 15 bed specialist care home to support people with learning disabilities requiring complex care, and provide an options paper back to the IJB once the procurement exercise is complete.***

9. CHANGES TO FRAIL ELDERLY CONTINUING CARE: IMPLEMENTATION OF THE SCOTTISH GOVERNMENT GUIDANCE ON HOSPITAL BASED COMPLEX CARE

David Williams presented a paper to update the Integration Joint Board on the work which has been led by HSCP’s across Greater Glasgow and Clyde to implement the Scottish Government Guidance on Hospital Based Complex Care. The paper set out the range and type of facilities and the models contained within the NHS Continuing Care beds; this was reported as a complexity of arrangements which were managed by the six HSCPs. The paper had also been presented to the Acute Services Committee.

The IJB were informed of the proposed implementation plan for Glasgow and the financial framework and risks in shifting the balance of care.

The Integration Joint Board:

- a) approved the proposed implementation plan for Glasgow City including the proposed financial framework; and***
- b) noted the proposed implementation plan for the remaining Greater Glasgow and Clyde area.***

10. ACQUIRED BRAIN INJURY UNIT – GREENFIELD PARK

Sharon Wearing presented a paper to advise the Integration Joint Board of the outcome of Service Review of the Acquired Brain Injury unit at Greenfield Park Care Home (Westerfields unit) and to seek approval of a fee rate uplift and contract extension.

The Integration Joint Board:

- a) endorsed a fee rate uplift to £1,188.50 per individual per week for 2018/19 (total additional commitment of £72,739.48 fye), backdated NCHC uplift for 2017/18 at a cost of £77,615.02 and 2016/17 at a cost of £33,569.79; and***
- b) approved and directed Glasgow City Council to progress appropriate contractual arrangements for a further 3 years.***

11. GLASGOW CITY INTEGRATION JOINT BOARD BUDGET MONITORING FOR MONTH 5 / PERIOD 6

Sharon Wearing presented a paper to outline the financial position of the Glasgow City Integration Joint Board as at 31 August 2018 (Health) and 31 August 2018 (Council), and highlight any areas of budget pressure and actions to mitigate these pressures. The summary position was net expenditure of £0.059m less than budget to date. The budget changes were outlined; and the detail of the offer from the Health Board on the set-aside budget for 2018/19, which is £793.120m at 30 September 2018. National discussions for the set-aside budget continued for the next financial year. The IJB was informed on the status of the transformation programme and also reasons for budget variances. Prescribing is showing a breakeven position for Month 5, but this would be closely monitored as this was expected to fluctuate in response to issues with short supply. The biggest risk to prescribing was in relation to Brexit.

Members requested that appendix 2 of the offer letter from the Health Board is circulated to the IJB; and that members are advised of the HCH acronym, detailed in the table at appendix 1 of the letter.

**Sharon
Wearing**

Members also referred to the overspend resulting from vacancies and sickness and sought assurance that progress was being made in recruitment and retention. Officers explained that recruitment was being progressed and that there was some turnover due to other establishments seeking the same type of resource, which was in short supply. Officers provided reassurance that posts would be filled timeously.

The Integration Joint Board:

- a) noted the contents of this report;***
- b) approved the budget changes noted in section 3; and***
- c) agreed to accept the delegated Budget from NHS Greater Glasgow and Clyde for 2018-19 (Appendix 2); and***
- d) delegated a budget to NHS Greater Glasgow and Clyde of £793.120m and direct that this budget is spent in line with the strategic plan of the Integration Joint Board; and***
- e) noted the summary of current Directions (Appendix 3).***

12. GLASGOW CITY INTEGRATION JOINT BOARD DRAFT STRATEGIC PLAN 2019-2022

David Williams presented a paper to seek approval to begin consultation on the draft Glasgow City Integration Joint Board Strategic Plan for 2019-22. It was previously agreed by the IJB that the plan would be reviewed as scheduled, at the end of the initial Plan of 2016-19; this work was now ongoing.

Officers advised that due to the IJB being postponed, an initial event had taken place on 6th November 2018, prior to the paper being presented. The event was well attended by staff, service users and the private and voluntary sector. Officers welcomed members to advise of any gaps in the plan and these would be taken in to account. There were further consultation events scheduled, as well consultation through the use of questionnaires and social media. The IJB was also asked to take the Draft Plan through their own groups/structures and encourage response.

Members asked that challenges in relation to performance be included in the plan.

The Health Care Users representative advised that members of the Locality Engagement Forum would be attending the consultation sessions and were positive towards contributing to the Draft Plan.

The Integration Joint Board:

a) approved the draft Strategic Plan 2019-22 for consultation.

Allison Eccles

13. ANNUAL RISK MANAGEMENT REVIEW 2017/18

Allison Eccles presented a report to provide an annual summary to the Integration Joint Board on the risk management activity and risk registers maintained within the Glasgow City Health & Social Care Partnership (GCHSCP) during 2017/18. Allison advised that the Strategy had been reviewed and updated; and was approved in January. Sections four to seven of the report detailed the changes to the risk registers of the IJB, Social Work and Health.

The Integration Joint Board:

a) noted the content of this report, and;

b) noted the attached Integration Joint Board, Social Work and Health risk registers.

14. WINTER PLANNING 2018/19

Stephen Fitzpatrick presented a report to update the Integration Joint Board on the Winter Planning arrangements for 2018/19. The plan had been produced jointly with the six HSCPs and Acute; and had been submitted to the Scottish Government.

The Scottish Government had issued winter planning guidance on improvements to be made this year. The Health Board received £2.1m to support the delivery of the plan for 2018/19; which was significantly less than previous years. Detail of where the funding would be allocated was awaited. There were also plans in place to improve and offset demand in the Acute system. The priorities for Glasgow were outlined and new ways of working would be explored, board-wide, as detailed at section 3.2. The increase in intermediate care beds for six months is a temporary measure.

The Integration Joint Board:

a) noted the winter planning guidance attached (Appendix 1);

- b) noted the draft Greater Glasgow & Clyde plan attached (Appendix 2) as submitted to Scottish Government; and*
- c) noted the further work underway with other HSCPs to finalise the winter plan by the end of October 2018.*

15. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2017/18

Jackie Kerr presented the annual report from the Chief Social Work Officer for the year 2017/18, prepared in line with Scottish Government guidance. The summary of reflections of the key challenges, developments and improvements during the past year were outlined; and the IJB was informed that demand across all care groups remained high. The report also provided reflections on looking forward.

The Integration Joint Board:

- a) noted the report; and*
- b) noted that it has been submitted to the Scottish Government.*

16. HOMELESSNESS SERVICES UPDATE: PROGRESS ON CITY CENTRE HUB AND RESPONSE TO SCOTTISH HOUSING REGULATOR INSPECTION

Jackie Kerr presented a report to update the Integration Joint Board on the Scottish Housing Regulator (SHR) Report and the draft Action Plan submitted to the SHR in response to their report (Appendix A). The Report also updates on the development and establishment of a multi-agency Hub within the City. The site for the Hub has been identified within the city centre and will be in close proximity to other providers, ensuring a partnership approach and a number of interventions. The evaluation and scrutiny would take place through the Strategic Planning Group. Officers also reported that the Scottish Housing Regulator (SHR) action plan had been progressed and would continue to do so.

Officers provided feedback from the quarterly meeting with the SHR and of the four performance indicators to be progressed. Officers provided reassurance to the IJB that work was ongoing and significant changes were being made.

It was requested that an update be provided to the IJB Finance and Audit Committee on the improvement progress of the four indicators.

**Ann-Marie
Rafferty**

Peter Millar asked that it be recorded that the Independent Sector was also involved in the co-produced work outlined at section 2.2 of the report.

The Integration Joint Board:

- a) noted the contents of the report.*

17. SHELTERED HOUSING PROVISION CHANGES – IMPACT ON CAPITAL COSTS FOR HOUSING ASSOCIATIONS

Patrick Flynn presented a report to inform the Integration Joint Board on the capital cost impacts arising from the changes in housing support services provided to sheltered housing services agreed by the IJB in March 2017. These changes followed on from initial housing support funding reductions in 2015. The remodelling consequences on capital costs were outlined and the IJB informed that officers did not envisage that any costs would come back to the HSCP and that these would be managed by the Housing Investment Group.

The Integration Joint Board:

- a) noted the report.*

18. GLASGOW CITY INTEGRATION JOINT BOARD – FUTURE AGENDA ITEMS

The Integration Joint Board noted the future agenda items.

Members requested that development sessions take place before papers are presented to the IJB to allow the Board to consider these. Officers agreed and advised that this would be incorporated in to the IJB schedule going forward. Members were also reminded that a paper would be presented to the IJB in December on proposals for the IJB Committees going forward.

Allison Eccles**19. NEXT MEETING**

The next meeting was noted as Wednesday, 12th December 2018 at 9.30am in the Boardroom, Commonwealth House, 32 Albion Street, Glasgow, G1 1LH.

The meeting ended at 12.40pm