

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

IJB(M)2016-07

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 Friday, 9th December 2016

PRESENT:**VOTING MEMBERS**

Cllr James Adams	Councillor, Glasgow City Council
Cllr Malcolm Cunning	Councillor, Glasgow City Council (substitute for Cllr Siddique)
Ross Finnie	NHSGG&C Board Member
Jacqueline Forbes	NHSGG&C Board Member
Bailie Marie Garrity	Councillor, Glasgow City Council
Cllr Emma Gillan	Councillor, Glasgow City Council
Cllr Archie Graham	Councillor, Glasgow City Council (Chair)
Cllr Matt Kerr	Councillor, Glasgow City Council
Rev. John Matthews	NHSGG&C Board Member
Trisha McAuley	NHSGG&C Board Member (Vice-Chair)
Bailie Mohammed Razaq	Councillor, Glasgow City Council
Robin Reid	NHSGG&C Board Member
Rona Sweeney	NHSGG&C Board Member

NON-VOTING MEMBERS

Mari Brannigan	Nurse Director
Patrick Flynn	Head of Housing Regeneration Services, Glasgow City Council
Dr Richard Groden	Clinical Director
Ian Leech	Glasgow City Staff Side
Alex MacKenzie	Chief Officer Operations
Margaret McCarthy	NHSGG&C Staff Representative
Peter Millar	Independent Sector Provider Representative
Anne Scott	Social Care Users Representative
Dr Michael Smith	Lead Associate Medical Director Mental Health
Shona Stephen	Third Sector Representative
Sharon Wearing	Chief Officer Finance and Resources
David Williams	Chief Officer

IN ATTENDANCE:

May Boyle	Senior Business Support Assistant (Minutes)
Kay Carmichael	Administration Manager (Minutes)
Allison Eccles	Head of Business Development
Stephen Fitzpatrick	Head of Older People's Services
Duncan Goldie	Planning and Performance Manager
Sheena Morrison	Head of Public Protection and Quality Assurance
Pauline Toner	Principal Officer (Adult Services)

APOLOGIES:

Simon Carr	NHSGG&C Board Member
Annie Craig	Carers Representative
Ian Fraser	NHSGG&C Board Member
Cllr Mhairi Hunter	Councillor, Glasgow City Council
Susanne Millar	Chief Officer Planning, Strategy & Commissioning/Chief Social Work Officer
Councillor Soryia Siddique	Councillor, Glasgow City Council
Ann Souter	PPF Representative

1. DECLARATION OF INTERESTS

The following declaration of interests were raised:

Mr Peter Millar:-

- Agenda Item No 8 – “Homelessness Service: Private Rented Sector Tender”.

2. MINUTES

The minutes of the meeting of the Integration Joint Board held on 31st October 2016 were approved as an accurate record of with the following exception requiring amendment:

- Item 13 – Annual Performance Report: Trisha McAuley commented that she was happy with the format of the Annual Performance Report and the excellent work which has been undertaken to develop it. She stated however, that the National Health and Wellbeing Indicators were generally not outcome focused. The IJB had previously emphasised the importance of outcomes based reporting. David Williams confirmed that Section 2 of the report could be expanded to include outcomes based information.

3. MATTERS ARISING

Trisha McAuley provided an update in relation to an Acute Services Representative for the Integration Joint Board, which she has raised with the NHS Board, however, this has still to be identified.

4. HOUSING CONTRIBUTION STATEMENT

Patrick Flynn presented a revised Housing Contribution Statement and draft Action Plan to support the housing sectors contribution to delivery of the Integration Joint Board’s Strategic Plan.

This is nearing completion and will be presented to the Scottish Government in the 1st week in January 2017.

The Integration Joint Board:

(a) Noted the report;

(b) Approved the revised Housing Contribution Statement and draft Action Plan; and,

(c) Directed the Council and Health Board to work with partners in the Housing Sector to deliver the actions outlined in the Action Plan.

5. RESERVES POLICY

Sharon Wearing presented a report which sets out the Reserves Policy of the Integration Joint Board, describing the purposes for which reserves may be held.

It is important for the long term financial stability of both the Integration Joint Board and of the parent bodies that sufficient usable funds are held in reserve to manage unanticipated pressures for year to year.

Both usable and unusable reserves should be accounted for in the accounts for the Integrations Joint Board.

It is recommended that any underspend be transferred to reserves for the purposes of future budget pressures.

The Integration Joint Board:

(a) Approved the Reserves Policy of the Integration Joint Board; and

(b) Directed the Council in respect of the transfer to Integration Joint Board reserves of any underspend which occurs in 2016/17 relating to the Integration Joint Board, in order to mitigate ongoing and future budget pressures.

6. AUDIT SCOTLAND REPORT: SOCIAL WORK IN SCOTLAND AND NHS IN SCOTLAND 2016

Sheena Morrison spoke to a paper informing the Integration Joint Board of the key findings of the Audit Scotland Reports 'Social Work in Scotland' and 'NHS in Scotland 2016'. Draft action plans have been developed to address the reports' recommendations. The action plans were considered by the Integration Joint Board's Finance and Audit Committee at its meeting on 16th November 2016.

The Social Work in Scotland audit made 3 recommendations to Councils in respect of social work strategy.

NHS in Scotland audit made 9 recommendations to the Scottish Government.

In summary there is a large emphasis on a whole range of work that is currently being undertaken.

The Integration Joint Board:

(a) Noted the recommendations from both Audit Scotland reports and the Action Plans that will be subject to ongoing scrutiny by the IJB-Finance and Audit Committee; and

(b) Approved the direction to the Council and Health Board to respond to, and progress, the audit recommendations as outlined within the respective reports.

7. HOMELESSNESS SERVICES: PRIVATE RENTED SECTOR TENDER

Sharon Wearing presented a paper advising the Integration Joint Board of the progress to date in addressing / alleviating homelessness through increased access to private rented sector tenancies. The report had been considered by the Integration Joint Board's Finance and Audit Committee at its meeting on 16th November 2016.

Increasing capacity through the expansion of the Private Rented Sector services will secure more appropriate accommodation for service users at a significantly reduced cost potentially limiting the use of bed and breakfast accommodation.

The Integration Joint Board:

(a) Noted the report that was considered by the IJB-Finance and Audit Committee at its meeting on 16th November 2016; and,

(b) Approved the direction to the Council to tender the service.

8. INTEGRATED HEALTH AND SOCIAL CARE OUT OF HOURS REFORM UPDATE

David Williams spoke to a paper updating the Integration Joint Board on the out of hours review. The report sought approval for proposals in relation to the existing Social Work Service Out of Hours contract.

The presentation of this report was slightly back to front as it was presented to the Council's Executive Committee on 8 December 2016 and approved with unanimous support.

The Council will expect receipt of this direction.

The Integration Joint Board:

(a) Noted the contents of the paper and the progress to date;

(b) Approved the proposals in relation to existing Social Work Service Out of Hours contract, and

(c) Directed the Council to serve 15 months' notice of termination of existing contract to the partner local authorities for the delivery of Social Work Out of Hours Service.

9. FINANCIAL PLAN 2017/18

Sharon Wearing presented a paper detailing the Integration Joint Board's indicative Financial Allocation and Plan for 2017-18.

Officers are working on a prudent assumption of c£35m overall reduction in budget next year, subject to the Cabinet Secretary's Autumn Statement, and the Health Board and Council's respective budget setting processes.

IJB members noted that these are very challenging figures and that they cannot be delivered without substantial change in the way that health and social care is delivered.

The Integration Joint Board:

(a) Noted the contents of the report;

(b) Noted the updated position on the Financial Planning of both the Council and the NHS Board for 2017-18; and,

(c) Approved the areas for consideration that have been identified to date at paragraph 2.5 and 3.4 for 2017/18 should be progressed to further detail.

10. COMMISSIONING INTENTIONS FOR UNSCHEDULED CARE

Stephen Fitzpatrick presented a paper updating the Integration Joint Board on the progress in developing a Strategic Commissioning Plan which will be presented to the IJB in March 2017. The report outlines the initial commissioning intentions for 2017/18 and beyond, as developed by the Health and Social Care Partnerships in Greater Glasgow and Clyde.

There is a need to reduce costs of Acute Services by reducing demand and improving flow/performance.

We expect evidence of appropriate avoidance of admissions and improved use of alternative services, including the delivery of the most efficient and cost effective discharge arrangements.

The Integration Joint Board:

(a) Noted progress on the development of a Strategic Commissioning plan for Unscheduled Care;

(b) Approved the initial commissioning intentions for 2017/18 developed by Health and Social Care Partnership in Greater Glasgow and Clyde; and,

(c) Instructed the Chief Officer to present the detailed Strategic Commissioning Plan for Unscheduled Care to the March IJB for approval for implementation from April 2017.

11. FAMILIES FOR UNACCOMPANIED ASYLUM SEEKING YOUNG PEOPLE

David Williams spoke to a paper outlining the proposed process for Glasgow City Health and Social Care Partnership to work with faith communities and Positive Action in Housing to identify families who can provide accommodation and support to young unaccompanied asylum seekers (UASC), who are currently in England or in refugee camps in Europe.

The Integration Joint Board:

(a) Noted the ongoing progress in this work;

(b) Approved the next stages of this work; and,

(c) Approved ongoing negotiations with partners.

12. TRADESTON / LAURIESTON – IMPACT ON HOMELESSNESS ASSESSMENT CENTRE

Sharon Wearing presented a paper updating the Integration Joint Board on the impact of the regeneration programme on the provision of homelessness services, namely Clyde Place.

Cllr Graham stated that the needs of vulnerable people are more important than the development of a site.

Both Robin Reid and Jacqueline Forbes questioned the proposed building costs which appeared to them to be excessive. Sharon stated there are Care Inspectorate Guidelines and Standards which need to be adhered to for en-suite facilities and minimum space requirements.

Patrick Flynn highlighted the timescales for the development of new sites could be around 2 ½ years.

The Integration Joint Board:

(a) Noted the contents of the report;

(b) Agreed the continued need for this type of emergency accommodation; and,

(c) Directed the Council to ensure that progress is made to ensure viable alternative provision is in place to enable service continuation.

13. BUDGET MONITORING REPORT FOR MONTH 7 AND PERIOD 8 2016/17

Sharon Wearing presented a report outlining the financial position of the Glasgow City Integration Joint Board as at 31 October 2016 (Health) and 28 October 2016 (Council). The summary position was noted as gross expenditure £127,000 (0.02%) underspent and income is under-recovered by £127,000 (0.18%).

Trisha McAuley commended the work being undertaken to keep an even keel, noting the work being undertaken to tackle overspends. She sought reassurance that the underspend are being used in line with the strategic plan and not just to plug those with overspends. Sharon highlighted the IJB agreed a contingency and this would be used first for overspends.

Shona Stephen questioned how underspends impact on outcomes. Sharon stated this would be shown within the Performance Report.

The Board:

(a) Noted the contents of the report.

(b) Approved the required actions as a consequence of the budget changes noted in paragraph 3; and,

(c) Noted the summary of current directions

14. IJB DEVELOPMENT SESSION 28 SEPTEMBER 2016 - FEEDBACK

David Williams presented a report providing feedback from the Integration Joint Board development session held on 28th September 2016 and the range of issues that were raised by members at that session.

The paper detailed a schedule of meetings for 2017 highlighted that the frequency would normally be every 2 months; however, due to decisions that are required to be made an additional meeting has been scheduled for February 2017.

Members commented on the value of the development sessions to allow for items to be discussed at greater length and welcomed further sessions next year.

The paper proposed that the IJB-Executive Committee be removed, however, after discussion Cllr Graham proposed that the IJB-Executive Committee will remain but only be called to meet if there is an item which needs IJB approval as a matter of urgency.

It was highlighted that all members of the IJB are welcome to put forward suggested items for future meetings, however, David stated there is a significant amount of forward planning that is undertaken and advised members to notify himself of items at the earliest opportunity for consideration for inclusion on the agenda by the Chair, Vice Chair and Chief Officer.

The Integration Joint Board:

(a) Noted the contents of the report;

(b) Approved the current frequency of meetings for 2017 with an additional meeting in February, and agreed to retain the IJB-Executive Committee which would only be called to meet if there was an item which needed IJB approval urgently;

(c) Agreed to an annual review of Integration Joint Board meetings as outlined at section 2.6; and,

(d) Considered alternative methods for receiving Integration Joint Board papers as outlined at section 4.3 and instructed the Chief Officer to bring back an options report on the same.

15. CODE OF CONDUCT

Allison Eccles presented a paper to the Integration Joint Board seeking approval of a revised Code of Conduct for members of the Glasgow City Integration Joint Board.

The Integration Joint Board had previously approved a code of conduct on the 8th February 2016, however, this was around the developed public bodies' model. Since that time a specific code has been produced for IJB's.

Cllr Cunning questioned if there were any specific areas which substitute members should be aware of in between meetings. Cllr Graham stated if anyone is unsure they should seek advice from Allison Eccles, Standards Officer for the IJB.

The Integration Joint Board:

(a) Agreed the revised Code of Conduct; and,

(b) Noted that the revised Code of Conduct will be sent to the Scottish Government for approval.

16. SCOTTISH LIVING WAGE

Sharon Wearing spoke to a paper updating the Glasgow City Integration Joint Board on provider responses to the offer made to increase the National Care Home Contract Rates; the offer made to 103 providers of a 3.1% uplift

backdated to 1st April 2016; and, the offer of providers of care home places for under 65s to uprate their rates to National Care Home Contract Rates.

Sharon provided the current update position of:

- All 57 National Care Home Providers have accepted the offer and committed to pay the Scottish Living Wage.
- 74 of the 103 Care at Home and Supplementation funded service providers have responded and accepted the uplift.

Cllr Graham asked for an update on the position to be provided at the next couple of meetings.

Sharon Wearing

The Integration Joint Board noted the report.

17. MULTI AGENCY PUBLIC PROTECTION ARRANGEMENTS (MAPPA) ANNUAL REPORT

Sheena Morrison presented a paper updating the Integration Joint Board on the progress and performance of the Multi Agency Public Protection Arrangements in Glasgow.

Each Criminal Justice Authority is required to complete an annual report which is published on the Scottish Governments website. This is the 9th Annual Report for Glasgow which follows a similar format to previous reports.

The Integration Joint Board:

(a) Noted the contents of the report; and,

(b) Noted the progress achieved in this challenging area of work.

18. CHILDREN AND YOUNG PEOPLE SERVICES – RESIDENTIAL MODERNISATION PROGRAMME

Sharon Wearing spoke to a paper providing the Integration Joint Board with an update on the progress to date for the Phase 1 Residential New Build Modernisation Programme for Children and Young People, whereby 10 out of the 12 have been successfully delivered across the City.

The Council's Executive approved the funding and implementation of a Phase 2 New Build and Refurbishment Programme for 3 new bed units and refurbishment of 1 existing unit.

The Integration Joint Board noted the report submitted and approved at the Council's Executive Committee on 24 November 2016.

19. QUARTERLY CLINICAL AND PROFESSIONAL GOVERNANCE ASSURANCE STATEMENT

David Williams presented the quarterly clinical and professional governance assurance statement detailing specific data and narratives relative to activity covering the period July to September 2016.

Cllr Gillan questioned whether the Scottish Government are providing any funding for the degree level training for all residential child care workers. David Williams stated no funding has yet been committed from Scottish Government and Cllr Graham has written to them twice in relation to the

issue, however, Cllr Graham and Trisha McAuley agreed to raise at the National Chairs meeting.

Rona Sweeney sought further information around the Low Moss Prison scoring 68% on a recent Infection control audit in the Treatment Rooms. Mari Brannigan and Richard Groden confirmed an action plan has been produced which was sent back to the NHS Board where a 6 month follow up will be undertaken by the NHS Board Infection Control Team which is standard procedure. Members commented that it was surprising for Low Moss to score low, considering it is the newest facility.

The Integration Joint Board considered and noted the report.

20. PERFORMANCE SUMMARY REPORT (Q2)

Duncan Goldie spoke to a paper presenting the updated Joint Performance Report for the Health and Social Care Partnership for Quarter 2 2016/17 with the classification of performance now being reported in a single system along with targets which had been agreed by services.

The report highlights of the 55 indicators, 24 are red, 3 amber and 20 green with 8 recorded as grey as there is currently no information available for reporting.

Trisha McAuley sought more detail on the current issues/challenges in relation to delayed discharges. Alex MacKenzie stated within Glasgow there are around 50-60 delays at any time. An improvement plan has been produced which has been submitted to Robert Calderwood which aims to reduce the number of delays in Glasgow City to around 20.

Rona Sweeney stated it would be helpful if the Performance Summary could also show the target along with the status rating and commented that the Performance Report should be an item for discussion. Duncan highlighted a more detailed performance report is taken to the Finance and Audit Committee which all members receive copies of the papers.

Members highlighted the performance in relation to Homelessness Services, which are currently showing as red. David Williams stated the strategic plan allows for the way services are delivered and be reshaped.

The Integration Joint Board noted the performance report.

21. DEATHS BY SUICIDE WITHIN GLASGOW CITY

Michael Smith presented a report updating the Glasgow City Integration Joint Board on suicide statistics for the City's Population and updating members on the current action. Pauline Toner who is the Choose Life Co-ordinator for Glasgow City was in attendance at the meeting.

The report highlighted in 1993 there were 174 deaths by suicide with this figure reducing to 69 deaths in 2015, being a 40% reduction. Michael indicated this is not a trend which has been seen anywhere else in the UK.

Jacqueline Forbes queried if there were any key triggers for suicide. Michael highlighted the piece of research which is being undertaken into adverse childhood experiences which has been shown to be a significant risk factor.

Peter Millar questioned whether depression and social isolation are linked to suicide rates. Michael indicated there was no link to depression and he was not aware of any research into social isolation specifically relating to cyber space, however, noted this could have a positive and negative affect.

The Integration Joint Board:

(a) Noted the progress being seen in deaths by suicide on Scotland and Glasgow.

(b) Noted the ambition of Glasgow's Choose Life Working Group to pursue an application for Living Works Suicide Safer Community status via the Community Planning Partnership.

(c) Noted the changes evidenced in the report and continue to support continued action and leadership by Glasgow City Health and Social Care Partnership in the Choose Life processes within the City.

22. WINTER PLANNING 2016/17

Stephen Fitzpatrick spoke to a paper updating the Integration Joint Board on progress in implementation of the Partnership's winter plan for 2016/17.

The report highlights a detailed action plan is in place to ensure the implementation of the winter plan, with progress overseen by the Health and Social Care Partnership Delayed Discharge meetings which are held fortnightly.

A set of metrics have been agreed which are designed to provide operational data on performance.

The Integration Joint Board noted progress on implementation of the Partnership's winter plan for 2016/17 and receive further progress reports as appropriate.

23. INTEGRATION JOINT BOARD FINANCE AND AUDIT COMMITTEE – MINUTES OF 16 NOVEMBER 2016

The draft minute of the IJB-Finance and Audit Committee meeting held on 16th November 2016 was provided for information.

The IJB-Finance and Audit Committee will formally approve the minute at its next meeting.

24. ACKNOWLEDGEMENTS

Cllr Graham thanked Kay for all her hard work and wished her well in her new job. He then wished the Group a Merry Christmas and all the best in the New Year.

25. NEXT MEETING

The next meeting was noted as Wednesday, 18th January 2017 at 9.30am in the Boardroom, Commonwealth House, 32 Albion Street, Glasgow, G1 1LH.

The meeting ended at 12.05pm