

NOT YET ENDORSED AS A CORRECT RECORD

Minute of Meeting of the East Renfrewshire Integration Joint Board held on Wednesday 25 September 2024 at 2.30 p.m. in the Council Chamber, East Renfrewshire Council Offices, Eastwood Park, Rouken Glen Road, Giffnock.

* = online attendance

Present

Councillor Katie Pragnell, East Renfrewshire Council (Chair)
Mehvish Ashraf, NHS Greater Glasgow and Clyde (Vice Chair)
Lesley Bairden, Chief Financial Officer (Integration Joint Board)
Councillor Caroline Bamforth, East Renfrewshire Council
Martin Cawley, NHS Greater Glasgow and Clyde*
Councillor Paul Edlin, East Renfrewshire Council
Dr Claire Fisher, Clinical Director (HSCP)*
Ruth Gallagher, Third Sector Representative
Annemarie Kennedy, Third Sector Representative
Andrew McCready, Staff Representative (NHS)*
Geoff Mohamed, Carers Representative
Julie Murray, Chief Officer, Integration Joint Board)
Councillor Owen O'Donnell, East Renfrewshire Council
Raymond Prior, Raymond Prior, Head of Children's Services and Justice (Chief Social Work Officer)

In Attendance

Lesleyann Burns, Assistant Democratic Services Officer, East Renfrewshire Council
Claire Coburn, Strategic Services Lead, East Renfrewshire Council
Karen Gordon, Information Systems Officer (HSCP)*
Tom Kelly, Head of Adult Services: Learning Disability and Recovery
Lee McLaughlin, Head of Adult Services: Communities and Wellbeing*
Margaret Phelps, Strategic Planning, Performance and Commissioning Manager
Gillian Phillips, Health Improvement Lead (HSCP)
Steven Reid, Policy, Planning and Performance Manager
Kirsty Ritchie, Senior Communications and Campaigns Officer, East Renfrewshire Council
Grace Scanlon, Ernst & Young*
Lynne Siddiqui, Community Rehabilitation Team Lead
Barry Tudhope, Democratic Services Manager
Dr Beatrix Von Wissmann, NHS Greater Glasgow and Clyde

Chair

Councillor Katie Pragnell in the Chair.

Apologies

Cath Cooney, NHS Greater Glasgow and Clyde
Diane Foy, NHS Greater Glasgow and Clyde
Julie Thomlinson, Chief Nurse (HSCP)
Catherine Lister, Staff Representative

1. WELCOME

1.1 The Chair welcomed everyone to the meeting of the Integration Joint Board.

2. DECLARATIONS OF INTEREST

2.1 There were no declaration of interest intimated.

3. MINUTES OF PREVIOUS MEETING: 14 AUGUST 2024

3.1 The Minute of the Meeting of the Integration Joint Board held on Wednesday 14 August 2024 was approved subject to the following amendments.

Paragraph 10.2 - remove “and leave immediately”.

Paragraph 10.5 - should read “Board members enquired whether the new service had affected the standard phlebotomy service. It was confirmed that Acute Hospital Phlebotomy Service in the community was unaffected as a separate service.”

4. MATTERS ARISING

4.1 The Integration Joint Board considered a report on matters arising from the discussion which took place at the IJB meeting on 14 August 2024.

4.2 The Chief Officer confirmed that the Audit Scotland Report on IJBs Finance and Performance would be considered by East Renfrewshire Council’s Audit and Scrutiny Committee on 26 September 2024.

4.3 The Integration Joint Board agreed to note the report.

5. ROLLING ACTION LOG

5.1 The Integration Joint Board considered a report from the Chief Officer detailing all ongoing actions and those that had been completed since the previous meeting of the Integration Joint Board on 14 August 2024.

5.2 The Chief Officer reported that in terms of Action 433, the summary version of the Adult Carers Strategy 2024-27 (Action 433) had been prepared and a web link would be issued soon. She also advised that in terms of Action 418, the new format of the Clinical and Care Governance Annual Report would be used for the report being presented in November 2024.

5.3 The Integration Joint Board agreed to note the report.

6. LOCAL CHILD POVERTY ACTION REPORT: YEAR 6

6.1 The Integration Joint Board considered a report by the Chief Officer on the Annual East Renfrewshire Local Child Poverty Action Report required by the Child Poverty Scotland Act 2017.

6.2 The Chief Officer highlighted that the report had been approved by East Renfrewshire Council at its meeting in June 2024. East Renfrewshire is the local authority with both the highest proportion of children and the lowest rates of child poverty in Scotland. The most recent data shows 3,247 (14%) children living in low-income households, which is a very slight decrease on the previous data (3,288/ 14.4%) but is still higher than the national target of 10% by 2030.

6.3 The Chief Officer also highlighted some of the key successes over the last year, including:

- Staff in health settings are increasingly referring families to money advice services.
- Families have been supported to manage over £2m worth of debt.
- Over 200 families have been supported with their fuel costs

- 6.4 She also highlighted some of the work to be undertaken in the coming year, including
- Tackling food insecurity.
 - Working with head teachers to reduce the cost of the school day.
 - Poverty Awareness Training will be developed and delivered to increase awareness of 'hidden poverty' and empower employees to signpost and refer families to support services.
- 6.5 Board Members thanked everyone involved the various workstreams and initiatives for the progress being made.
- 6.6 The Integration Joint Board agreed a) to note the Local Child Poverty Action Report; and b) approve the report for publication, subject to approval by NHS Greater Glasgow and Clyde Population Health and Wellbeing Committee.

7. CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT 2023/24

- 7.1 The Integration Joint Board considered the Chief Social Work Officer's Annual Report for 2023/24.
- 7.2 The report provided narrative of statutory social work and social care activity and outlined the current pressures being experienced across the service.
- 7.3 The Chief Social Work Officer highlighted that he was very proud of staff who had delivered services with trust, kindness and compassion during a very difficult year.
- 7.4 Board Members commented that in terms of Inclusive Family Support, it was good to see that advice and guidance was being given to fathers who do not have full-time care of their child, but want to be the best parent they can be.
- 7.5 Board Members enquired about timescales in terms of mental health assessments for financial wellbeing. It was highlighted that waiting times can be impacted by a number of factors such as treatments orders. Work is being done to grow Mental Health Officers in East Renfrewshire and there will be a focus on bringing waiting times down in the future.
- 7.6 Board Members also enquired about the purchase of foster care with the Chief Social Work Officer confirming that the service would always try to use their own foster carers but purchased foster care would be used if there wasn't anyone available or if there was a specific requirement for a child.
- 7.7 The Chair thanked the Chief Social Work Officer for his annual report and asked they he pass on the Board's thanks to the workforce for their continuing efforts in delivering quality services.
- 7.8 The Integration Joint Board agreed to approve the submission of the Chief Social Work Officer's Annual Report 2023/24 to the East Renfrewshire Council.

8. AUDITED ANNUAL REPORT AND ACCOUNTS

- 8.1 The Committee considered a report by the Chief Financial Officer, which provided an overview of the audited annual report and accounts for the Integration Joint Board (IJB) covering the period 1 April 2023 to 31 March 2024.
- 8.2 The Chair reported that the Performance and Audit Committee had dealt with this item at their meeting earlier in the day and sought confirmation from the Committee Chair that they were happy to remit the item to the IJB.
- 8.3 The Chief Financial Officer advised that the report confirms the position as presented by Ernst & Young and the work of the IJB's Chief Internal Auditor and confirms that the annual report and accounts for 2023/24 has an unqualified audit opinion and that we did not require to make any changes to the

financial statements. The audit work also confirms that we have met legislative requirements, we address best value and have appropriate governance in place.

- 8.4 The Chief Financial Officer highlighted that given 2023/24 was a difficult year on many levels for the IJB, particularly with the challenges of financial recovery, she was pleased with the result. However there are some difficult messages within the accounts and report and from the Ernst & Young audit as we have heard.
- 8.5 Paragraph 12 in the report summarises the key messages from Ernst & Young along with the Red, Amber or Green RAG rating and that whilst the financial statements, going concern, vision leadership and governance along with use of resources are all rated green there is one red and one amber.
- 8.6 She further highlighted that no changes were required to the financial statements however during the time period between the un-audited and final accounts there was a small change to the extended going concern accounting policy note on page 60 of the Auditor's report to reflect the extent of the challenge in the short term financial period to March 2026.
- 8.7 The Chief Financial Officer also highlighted that paragraph 17 of the cover report details the one recommendation made by Ernst & Young around financial planning and the HSCP's response. The main messages from the report and accounts remain unchanged from the position presented to the June meeting of the Committee and this is set out from paragraph 19 onwards.
- 8.8 She also highlighted that it remains no surprise that our financial recovery is the lead message for the year, both in the management commentary and in the governance statement. The challenges ahead recognise the scale of savings needed in 2024/25 and that the unachieved savings and operational pressures taken forward from 2023/24 must be resolved in 2024/25.
- 8.9 The IJB ended the year with an overspend of £4.7 million and this was funded through non-recurring support from both partners, £2.6 million from East Renfrewshire Council and £2.1 million from NHS Greater Glasgow Clyde.
- 8.10 Paragraph 24 of the report summarises the main variances to the budget, prior to the additional support and this is in line with reporting throughout the year.
- 8.11 The Chief Financial Officer highlighted that paragraphs 26 to 30 in the report give an overview of our reserves position and the most important point to note is that we are in breach of our own reserves policy; this states we should hold a general reserve at 2% of our budget. We have been in breach of this in prior years too.
- 8.12 The ring-fenced and earmarked reserves held are for specific purposes and commitments and have featured in recovery discussions with partners.
- 8.13 Board Members thanked the Chief Financial Officer and her team for their work and recognised the huge effort that goes in to an audit.
- 8.14 The Integration Joint Board agreed a) to approve the audited reports as remitted from the Performance and Audit Committee; b) authorise the Chair, Chief Officer and Chief Financial Officer to accept and sign the annual report and accounts on behalf of the IJB for submission to Audit Scotland; and c) note the summary overview of financial performance document for 2023/24 prior to the publication on the IJB website.

9. REVENUE BUDGET MONITORING REPORT 2024/25 POSITION AS AT 31 AUGUST 2024

- 9.1 The Integration Joint Board considered a report by the Chief Financial Officer on the projected outturn position of the 2024/25 revenue budget. This projection is based on ledger information as at 31 August 2024 and allows for latest intelligence.
- 9.2 The Chief Financial Officer reported that the projected position to the end of the financial year shows an overspend of £1.687 million or just over 1% of the total budget. This is an increase in projected costs of £0.446m since the last report and paragraph 5 shows the 3 key reasons for this increase.

The table at paragraph 4 showed the projected overspend results from:

- £3.315m shortfall projected against savings plans
- £2.067m pension gain
- £0.439m operational pressures

- 9.3 Paragraph 12 of the report shows that the projected overspend against NHS funded activity remains driven by prescribing pressures and work is ongoing with the NHS GCC Central Prescribing Team to help identify any further savings opportunities in this area.
- 9.4 The Chief Financial Officer highlighted that work is still ongoing in terms of exploring any system wide or shared service options with some of our fellow HSCPs to try and get NHS costs within budget. The level of savings required directly correlates to the prescribing cost pressures.
- 9.5 The position against our social work and social care funded activity shows a projected underspend of £0.444 million after offsetting the expected savings shortfalls and operational pressures.
- 9.6 The table at paragraph 9 of the report shows a savings target of £7.892 against the social care budget for the year, despite needing at the time £5.913 million savings to balance the pressures as part of the budget
- 9.7 The report shows that 52% of savings have been achieved so far against the target and this equates to just over 62% of the minimum savings we required to break even at the point of setting the budget.
- 9.8 She further highlighted that the rationale for the planned over recovery was twofold:
- to ensure we have sufficient recurring savings by 2026/27 to allow for the impact when the non-recurring pension gain ends
 - flexibility to ensure any in-year shortfalls or changes to savings will be managed within the budget.
- 9.9 The £1.474 million shortfall in savings is summarised at paragraph 14 and £0.787m of this is from the supporting people framework. Given this is such a key element of our savings additional information is included at paragraphs 15 through 18.
- 9.10 The table at paragraph 16 shows the projected savings in the current financial year and also the full year impact we expect in 2025/26.
- 9.11 Part 1 of the table shows that savings achieved to date are £1.770m this year rising to £2.099m in a full year. When we add in the projected savings from the reviews completed and in progress, but not yet quantified along with modelled savings based on the calendar of reviews to March 2025 the current year projected savings for the current year increase to £2.773m.
- 9.12 When we compare this to the current year target of £4m we are £1.227m short however there are 2 new sources of funds available to us (as set out in paragraph 15) which offsets £0.44m against this saving in the current year. This means the reported shortfall in this report is £0.787m
- 9.13 When we look at the recurring saving projected, shown at part 2 in the table, you will see that by the start of the new financial year the full £4m saving should be in place.
- 9.14 The latest extracts from the dashboard show the progress to date and the timetable of reviews through to March. Colleagues are working hard and if possible we want to complete this work as early as possible. For illustration, if completed by the end of December this would increase the current year by around £0.2m.
- 9.15 The Chief Financial Officer confirmed that she would continue to monitor this and all savings as the year progresses and the detail is set out at a revamped Appendix 6.
- 9.16 The operational position by service is set out as usual with explanations for the main variances. It was highlighted that we still await the outcome of a revised Mental Health bundled funding to allow us

to assess the impact locally of the expected reduction in allocation. We will need to manage this with the overall programme of work and primarily the mental health action 15 programme.

- 9.17 We continue to look at every opportunity to reduce costs, particularly within our NHS funded activity to balance our pressures come year end.
- 9.18 The Board discussed the prescribing pressures in detail and highlighted that it would be useful to get further analysis around this if it was available. Concern was expressed regarding the campaign on prescribing and the impact this could have particularly on those with chronic pain. The Chief Officer confirmed that clinical decision would not be challenged and the campaign was about waste and raising awareness around costs. She highlighted examples of care at home staff finding boxes of medications in some people's homes
- 9.20 The Chief Financial Officer also confirmed that while this is a high level report, she will be happy to take any Board member through the savings in the report in detail and advised that savings are discussed in more detail at budget seminars.
- 9.21 The Integration Joint Board agreed to a) note the projected outturn for the 2024/25 revenue budget; and b) note that the Chief Officer and her management team continue to work on actions to deliver savings and mitigate cost pressures in the current year

10. HSCP RECOVERY AND RENEWAL PROGRAMME

- 10.1 The Integration Joint Board considered a report from the Chief Financial Officer regarding the progress of the HSCP Recovery and Renewal Programme.
- 10.2 The Chief Financial Officer indicated that this report would be presented to the Integration Joint Board whenever significant changes or developments occur, or on a routine basis every few months for updates.
- 10.3 The latest updates focused on the implementation of the new case recording system and initial efforts to assess transportation. Additionally, a review is being conducted on accommodation usage to better align services within our facilities.
- 10.4 Appendices to the report provided further details on the current status of each project.
- 10.5 The Integration Joint Board agreed to note the report.

11. CHARGING FOR SERVICES 2024/25 AND BEYOND

- 11.1 The Integration Joint Board considered a report by the Chief Financial Officer on an update on the recommendations from the Income Generation Short Life Working Group (IGSLWG) to confirm the previously agreed report to ERC Cabinet proposing an increase to existing charges for Community Alarms and for Bonnyton House along with preparation for implementing new charges for 2025/26.
- 11.2 The Chief Financial Officer pointed out that the report confirms the proposed increase in charges for the current year will be considered by the Council's Cabinet on 3 October 2024 and that a series of engagement events are being organised to take place throughout October, with a summary of activities included at paragraph 10 of the report.
- 11.3 She further emphasised that the engagement will centre on previously discussed proposals regarding the implementation of charges for non-residential care. All charges, both existing and new, are linked to individuals' ability to pay, which is determined through a financial assessment.
- 11.4 The risks and implications remain consistent with prior discussions, and the outcomes of the consultation and engagement will be reported to the Integration Joint Board (IJB) in November 2024. This will subsequently inform the proposals to the Council for setting charges for the 2025/26 period. Additionally, an equalities, fairness, and rights impact assessment will be shaped by the consultation and engagement process.

- 11.5 The Integration Joint Board agreed a) to note the update regarding the implementation of charges for non-residential care; b) to note that the previously agreed report for East Renfrewshire Council's Cabinet will be discussed on 3 October 2024, which proposes increases to the current charges for Community Alarms and Bonnyton House effective from 1 January 2025; c) to note the next steps for October 2024, focusing on communication and engagement in preparation for 2025/26; and d) to receive the proposed charging report for 2025/26 for the ERC Cabinet during a seminar scheduled for late October or early November 2024.

12. PRESENTATION: DELAYED DISCHARGE POSITION

- 12.1 The Integration Joint Board received a presentation from the Head of Adult Services: Wellbeing and Communities on delayed discharges.
- 12.2 It was highlighted that the East Renfrewshire Health and Social Care Partnership was ranked first nationally for standard delayed discharges. Between July and August, East Renfrewshire saw a 14% reduction in number of days people spent in hospital.
- 12.3 The Chief Officer informed the Board that discussions are still ongoing with the Cabinet Secretary for Health and Social Care and Councillor Kelly, the Health and Social Care spokesperson from the Convention of Scottish Local Authorities (COSLA), regarding delayed discharges.
- 13.4 The Integration Joint Board agreed to note the presentation and to receive a further update at the next meeting.

13. HSCP STRATEGIC PLAN UPDATE

- 13.1 The Integration Joint Board considered a report by the Chief Officer on the development of the revised HSCP Strategic Plan for 2025-28.
- 13.2 A range of planned engagement activities were outlined in the report and it was highlighted that a draft of the Strategic Plan will be presented to the Integration Joint Board in November 2024 prior to going out for consultation. There was discussion on how to capture digital enablement.
- 13.3 The Integration Joint Board agreed to note the report.

14. HSCP iMATTER 2024

- 14.1 The Integration Joint Board considered a report from the Chief Officer on the results of the Health and Social Care Partnership 2024 iMatter Survey.
- 14.2 The Chief Officer highlighted an increase in survey responses, although the employee engagement index showed a slight decline compared to last year. The feedback from employees was promising and will now be utilised to develop an Action / Improvement Plan approved by Senior Management and subsequently presented at the Joint Staff Forum for staff input and agreement.
- 14.3 Additionally, she emphasised that over the past year, the HSCP had published a series of articles in the HSCP Bulletin featuring IJB members to enhance understanding and awareness of their roles. She indicated that efforts will continue to collaborate with IJB members to promote awareness of their responsibilities.
- 14.4 The Integration Joint Board agreed to a) note the report and the positive feedback received from staff; b) note the necessary actions for improvement; and c) to participate in HSCP Bulletin communications to raise awareness of IJB members and their roles.

15. EAST RENFREWSHIRE HEALTH AND WELLBEING SURVEY AND NHS GCC DIRECTOR OF PUBLIC HEALTH WORKING TO STEM THE TIDE REPORT.

- 15.1 The Integration Joint Board received a comprehensive presentation.
- 15.2 It was suggested that arrangements be made for the presentation to be delivered at a future Community Planning Partnership Board meeting and that a session should be arranged for Elected Members prior to a Council meeting.

16. IJB STRATEGIC RISK REGISTER ANNUAL UPDATE 2024

- 16.1 The Integration Joint Board considered a report from the Chief Financial Officer regarding the Annual Strategic Risk Register.
- 16.2 The Chief Financial Officer noted that the Performance and Audit Committee examines the Risk Register at each of its meetings throughout the year.
- 16.3 Key changes over the year are outlined in paragraphs 6 to 9. Financial sustainability remains a red risk, before and after mitigation.
- 16.4 Earlier in the day, the Performance and Audit Committee was informed of the plan to review the Strategic Risk Register, including its relation to partner registers. This approach has been in place for several years, making it timely to reassess and update this strategic document.
- 16.5 The Integration Joint Board agreed to note the Strategic Risk Register.

17. IJB COMPLAINTS ANNUAL REPORT 2023/24

- 17.1 The Integration Joint Board considered a report from the Chief Financial Officer regarding IJB Complaints for the year 2023/24.
- 17.2 The Chief Financial Officer stated that the Integration Joint Board is obligated by the Scottish Public Services Ombudsman to publish an Annual Complaints Report.
- 17.3 She also pointed out that from 1 April 2023 to 31 March 31 2024, there were no complaints filed against the Integration Joint Board. We will continue to publish quarterly reports on the website and to present an annual report to the Integration Joint Board, in accordance with the mandatory reporting requirements established by the Scottish Public Services Ombudsman.
- 17.4 The Integration Joint Board acknowledged the report.

18. MEMBERSHIP OF PERFORMANCE AND AUDIT COMMITTEE

- 18.1 The Integration Joint Board considered a report from the Chief Officer requesting approval for the appointment of an NHS Voting Member to the East Renfrewshire Integration Joint Board, who would temporarily serve on the Performance and Audit Committee.
- 18.2 The Democratic Services Manager informed the Board that Martin Cawley had volunteered to join the Performance and Audit Committee and had participated in the meeting earlier that day.
- 18.3 The Integration Joint Board agreed that Martin Cawley would serve on the Performance and Audit Committee

19. CALENDAR OF MEETINGS 2025

- 19.1 The Integration Joint Board considered a report from the Chief Officer regarding proposed meeting dates for 2025.
- 19.2 The Democratic Services Manager presented the various meeting dates for the IJB and PAC throughout 2025 and informed the Board of a local resident's request to record the meetings. A copy of the resident's correspondence had been circulated prior to the meeting.
- 19.3 Following discussion the Integration Joint Board agreed a) to approve the proposed meeting dates for 2025; b) to hold future meetings in the Council Chamber whenever feasible; and c) to not record meetings and maintain the current practice where members of the public can request a Teams meeting link to attend virtually or observe meetings in person in the public gallery.

CHAIR