

**Minute of Meeting of the
East Renfrewshire
Integration Joint Board
held at 10.00am on 5 October 2016 in
the Eastwood Health and Care Centre,
Drumby Crescent, Clarkston.**

PRESENT

Councillor Alan Lafferty, East Renfrewshire Council (Chair)

Lesley Bairden	Chief Financial Officer
Susan Brimelow	NHS Greater Glasgow and Clyde Board
Morag Brown	NHS Greater Glasgow and Clyde Board (Vice-Chair)
Councillor Tony Buchanan	East Renfrewshire Council
Dr Angela Campbell	Clinical Director for Medicine for the Elderly
Councillor Jim Fletcher	East Renfrewshire Council
Anne Marie Kennedy	Third Sector representative
John Legg	NHS Greater Glasgow and Clyde Board (substitute for Anne-Marie Monaghan)
John Matthews	NHS Greater Glasgow and Clyde Board
Councillor Ian McAlpine	East Renfrewshire Council
Geoff Mohamed	Carers' representative
Julie Murray	Chief Officer – Integration Joint Board
Rosaleen Reilly	Service users' representative
Kate Rocks	Head of Children's Services and Criminal Justice (Chief Social Work Officer)
Ian Smith	Staff Side representative (HSCP)

IN ATTENDANCE

Eamonn Daly	Democratic Services Manager
Clare Gilliland	Unit Manager
Candy Millard	Head of Strategic Services
Alan Stevenson	Community Link Worker
Frank White	Head of Health and Community Care

APOLOGIES

Linda Allan	Acting Professional Nurse Adviser
Dr Alan Mitchell	Clinical Director
Anne-Marie Monaghan	NHS Greater Glasgow and Clyde Board

DECLARATIONS OF INTEREST

1. There were no declarations of interest intimated.

Variation in Order of Business

In accordance with Standing Order 16.2, the Chair agreed to vary the order of business in order to facilitate the conduct of the meeting.

ALTERNATIVE DAY OPPORTUNITIES FOR OLDER PEOPLE

2. Councillor Lafferty welcomed to the meeting Claire Gilliland and Alan Stevenson who made a presentation to the Board on alternative day opportunities for older people.

Firstly Mr Stevenson provided information in relation to a number of different projects. He explained how each of the projects had developed, how the projects relied on partnership working across various agencies for their successful delivery, and how they formed part of the overall preventative model of support, assisting older people to remain active in the community.

Ms Gilliland was then heard on how opportunities had been developed for those people who had used the daycare services in Bonnyton House. She explained that the daycare centre would close on 21 October, and provided details of the work that had been taking place to ensure continuing opportunities for service users were provided. She highlighted that it had been a challenging time for both staff and service users but that there had been a lot of positive changes, not least the wider choice now available and the increased partnership working.

Members of the Board then had the opportunity to ask questions and in response to Mr Matthews it was explained that officers were always looking both to initiate projects with support for outside bodies, but also to support these bodies in the development of any projects that they may wish to deliver themselves.

In response to Mrs Reilly, officers were also heard on the weekend services provided at the Kirkton Centre, and confirm that there was a commitment to ensure that service users would not be left without services.

Ms Brown welcomed the broad range of opportunities available. She sought clarification of whether any of the programmes that had been developed for former users of the Bonnyton daycare services were time limited, and suggested that it might be useful if a report could be submitted to a future meeting of the Board with details of the destinations of former Bonnyton daycare service users.

The Chief Officer having confirmed that a destination report could be provided, Ms Gilliland explained that only one of the projects was time limited as it was a pilot project, but that if evaluated positively it could be extended.

Further discussion took place during which it was confirmed that there were waiting lists for some services, but that officers were trying to facilitate and support other groups to develop more services to help address demand. Details of projects where people with mental health issues were able to get involved were also provided.

Noting the very positive progress that had been made, Councillor Lafferty explained that some years ago COSLA had expressed concerns around service delivery and the need for wider participation in service delivery. Seeing the variety of projects and wide range of participants in project delivery at a local level was to be welcomed.

On behalf of the Board, Councillor Lafferty thanked Ms Gilliland and Mr Stevenson for their presentation.

MINUTE OF PREVIOUS MEETING

3. The Board considered and approved the Minute of the meeting of the Board held on 17 August 2016.

MATTERS ARISING

4. The Board considered a report by the Chief Officer providing an update on matters arising from discussions that had taken place at the previous meeting.

Referring to proposals to submit a paper with a recommendation on a proposed preferred bidder for Bonnyton House to a meeting of the Council's Cabinet on 13 October, the Chief Officer explained that this had been delayed due to the need for further work in relation to pension provision for transferring employees.

Furthermore, in response to Mrs Brimelow who having referred to the report at the previous meeting on housing aids, adaptations and support services sought an update to a future meeting, the Head of Strategic Services confirmed that an update would be brought to a future meeting.

The Board noted the report.

APPOINTMENT OF MEMBERS TO COMMITTEES

5. The Board a report by the Chief Officer regarding appointments to various committee positions in light of the recent appointment of Councillor Alan Lafferty as Chair of the IJB and the appointment to the IJB of 2 new NHS non-executive members

Following discussion, the Board agreed as follows:-

- (a) that Councillor Lafferty continue as Chair of the Clinical and Care Governance Committee on an interim basis;
- (b) that John Matthews be appointed as the second NHSGGC non-executive member to serve on the Performance & Audit Committee;
- (c) that it be noted that Morag Brown had taken over as Chair of the Performance & Audit Committee; and
- (d) that consideration of the appointment of a further 2 members to the Performance & Audit Committee from the wider membership of the Board be continued to a future meeting.

EARLY YEARS STRATEGY

6. The Board considered a report by the Chief Officer providing an update on progress made in implementing the Early Years Strategy approved by East Renfrewshire Council in 2013. The report also provided details of progress in delivering the actions set out in the Early Years Prevention and Community Engagement Action Plan 2016-20 over the period 2016 to 2018.

Having heard the Chief Officer further on the report, referring to some of the challenges facing the HSCP, particularly in relation to smoking cessation and breastfeeding targets, full discussion took place in the course of which, in response to Mr Mohamed, she reported that still birth and infant mortality rates were low but that more detailed information could be included in future reports. She also explained some of the counselling and signposting that was provided by the HSCP in relation to smoking cessation for pregnant women, highlighting that the HSCP was not responsible for the management of this service.

Commending the amount of work being carried out and suggesting that discussions should take place at NHSGGC board level relative to smoking cessation services for pregnant women not being hosted by the HSCP, Ms Brown stated that there appeared to be less of a focus on alcohol misuse compared to smoking cessation and that a more holistic approach to tackling detrimental behaviours was required. She also suggested that it may be helpful if in future information on P1 pupils achieving their developmental milestones in the six components assessed at their 30 month assessment could be broken down further into smaller geographical areas across the authority.

Responding to comments from Mr Matthews on ways in which to engage with target groups, in particular pregnant women and mothers with young children, the Chief Officer outlined some of the work that was taking place in this regard, referring to the establishment of “baby cafes” in Auchenback and the creation of a community hub in the new family centre.

Councillor McAlpine having welcomed that once again East Renfrewshire had the lowest level of teenage pregnancies in mainland Scotland, Councillor Lafferty was heard on some of the collaborative work taking place between officers in the HSCP and the Council’s Education Department, and how the emphasis on preventative activities would lead to longer term savings.

The Board noted the progress to date and the action plan for implementation over the period 2016 to 2018.

SCOTTISH PARLIAMENT HEALTH AND SPORT COMMITTEE – HSCP RESPONSE TO CONSULTATION

7. The Board considered a report by the Chief Officer relative to the response submitted by the HSCP relative to the consultation carried out by the Scottish Parliament Health and Sport Committee on 3 key areas in relation to integration authorities, these being budget setting; delayed discharges; and social and community care workforce. A copy of the full response from the HSCP accompanied the report.

Ms Brown welcomed sight of the response and suggested amongst other things that it may be helpful if the Board were provided with information relating to the comparative allocation of funds by councils to HSCPs across the country. In response the Chief Officer referred to the recent publication at the Care Inspectorate on social work expenditure and activity in Scotland.

A report on the findings of the report, including comparative spend data, would be submitted to a future meeting of the Board.

The Board noted the report and the response.

HSCP COMPLAINTS – OCTOBER 2015 TO MARCH 2016

8. The Board considered a report by the Chief Officer providing information and analysis of complaints received by the HSCP and enquiries received from MPs, MSPs and councillors over the period October 2015 to March 2016.

Having explained that the report had been considered by the Clinical and Care Governance Committee at its meeting on 21 August, the Head of Strategic Services explained that further guidance was expected from the Scottish Public Services Ombudsman on new arrangements for dealing with social work complaints being introduced from 1 April 2017. This would require a review of current complaints processes.

Ms Brown having suggested that when reviewing processes a method for lessons learned from complaints being reported to the Board should be considered, the Board noted the report.

PERFORMANCE DATA DICTIONARY

9. The Board considered a report by the Chief Officer providing a detailed list of performance indicators and measures in line with Integration Scheme requirements.

Having referred to the arrangements for performance reporting as set out in the Integration Scheme, and having referred to the report on agreed performance indicators for the HSCP considered at the meeting of the committee on 29 June, the report explained that the accompanying appendix set out the full Performance Data directory as set out in the Integration Scheme.

Information in relation to the targets for dental registration and dental decay – P1, having been provided, it being noted that these were HEAT targets from NHSGGC, Councillor Fletcher suggested that it be more appropriate if local targets could be developed.

Thereafter, the Chief Officer explained that whilst some HSCPs had received funding for a programme of fluoride varnishing in their area, no funding had been made available for East Renfrewshire due to overall low levels of deprivation across the area. Discussions were ongoing with the NHSGGC Oral Health Division about the possibility of using funding from other areas of the HSCP budget to carry out a fluoride varnishing programme.

Discussion also took place on waiting times for Child and Adolescent Mental Health Services (CAMHS), as part of which the Chief Social Work Officer was heard on some of the challenges to be faced and some of the steps being taken to try and reduce waiting times.

The Board noted the report.

BUDGET UPDATE

10. Under reference to the Minute of the previous meeting (Item 11 refers), the Board considered a report by the Chief Officer providing updates on the 2016/17 budget, progress on achieving existing savings, implications of the costs of the introduction of the Living Wage, budget pressure areas and the proposed process for finalising the 2017/18 budget including work to identify potential new savings.

The Chief Financial Officer having been heard further on the terms of the report, Councillor Fletcher questioned whether officers were comfortable that obligations in relation to the Living Wage could be met. In reply the Chief Officer and Chief Financial Officer explained that there were cost pressures in relation to meeting Living Wage commitments, that discussions about bridging the gap were ongoing with Scottish Government, and that the financial report to be submitted to the meeting of the Board in November would attempt to quantify the position relative to the Living Wage in 2017/18 and 2018/19. In addition, the Head of Strategic Services explained the conversations with care providers in relation to the payment of the Living Wage to staff, and that ultimately increased staff payments created a cost pressure that needed to be addressed.

The Board:-

- (a) noted progress to date against existing and new savings targets;
- (b) noted progress with the implementation of the Living Wage and the financial implications of fair work practices;
- (c) agreed to receive detailed proposals at the November meeting to achieve recurring financial balance for 2016/17 and 2017/18; and
- (d) agreed to receive an analysis of the impact the proposed funding reductions would have on the delivery of outcomes as set out in the Strategic Plan.

REVENUE BUDGET MONITORING

12. The Board considered a report by the Chief Officer, providing details of the final outturn position for the 2015/16 revenue budget and the projected outturn position in respect of the 2016/2017 revenue budget.

The report explained that in respect of the 2015/16 revenue budget, the Annual report and Accounts had been audited with there being no change to the figures previously reported. Of a total of £1.1407 million reserves carried forward to 2016/17 £0.868 million reflected planned investment in specific projects.

With regards to the 2016/17 budget, the report explained that against a full year budget of £111.982 million as at 19 August 2016, there was a forecast underspend of £0.335 million (0.3%) which would be carried forward as a free reserve subject to the year-end position as at 31 March 2017. Details of the main projected variances were outlined.

Mrs Brimelow having welcomed the improved financial monitoring and the elimination of the overspend in relation to the Learning Disability Inpatient services budget, Mr Mohamed sought clarification of why there had been a significant increase in transport costs. In reply, the Chief Financial Officer explained that this would be addressed in detail in the report to the meeting of the Board in November, but that in summary transport was becoming a more frequent part of many of the care packages provided.

The underspend in Children & Families was noted although it was acknowledged that the need to place children in secure accommodation could have a significant adverse effect on the budget.

The Board noted the report.

ANNUAL REPORT AND ACCOUNTS 2015/16

13. The Board considered a report by the Chief Financial Officer relative to the final annual report and accounts for the IJB for the period 27 June 2015 to 31 March 2016, following the external audit of the accounts. A copy of the annual report and accounts accompanied the report.

The report referred to the establishment of IJBs and the requirements, in accordance with Section 106 of the Local Government (Scotland) Act 1973, for annual accounts to be prepared in compliance with the Code of Practice on Accounting for Local Authorities in the United Kingdom, and also to additional guidance produced by the Local Authority (Scotland) Accounts Advisory Committee.

Thereafter, the report explained that the annual report and accounts had been prepared in accordance with the relevant legislation and guidance, and that they were unqualified, met legislative requirements, had no significant issues and confirmed sound financial governance.

Amongst other things, the report also highlighted that the IJB's immediate financial position was secure, subject to plans to close the NHS financial savings gap in 2016/17, and that effective governance arrangements were in place, .

It was further explained that the key messages that had been highlighted when the unaudited accounts had been considered by the committee in June remained unchanged. These were the successful part year operation of the HSCP from June 2015 to March 2016, with financial delegation as of 7 October 2015; the establishment of governance committees and associated frameworks; and that the first period of operation as an IJB had ended with free reserves of £272,000 and earmarked reserves of £869,000.

It was noted that the report and accounts had been considered and approved at the meeting of the Performance and Audit Committee on 28 September 2016.

Ms Brown having commended officers for progressing work that had helped to deal with difficult circumstances, the Board noted the annual report and accounts.

CALENDAR OF MEETINGS

14. The Board considered a report by the Chief Officer seeking approval for a calendar of meetings for the Board for 2017 and also seeking agreement to a change in the start time of the meeting scheduled for 23 November to facilitate a meeting of the Performance and Audit Committee prior to the meeting of the Board

The Board:-

- (a) approved the meetings calendar for 2017;

- (b) approved the change in the start time of the meeting scheduled to take place on 23 November; and
- (c) noted that a calendar of meetings for the Performance and Audit Committee would be presented to the next meeting of the committee.

DATE OF NEXT MEETING

14. It was reported that the next meeting of the Integration Joint Board would be held on Wednesday 23 November at 10.30 am in the Council Offices, Main Street, Barrhead.

CHAIR