FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD - GLENROTHES

4th August, 2016

PRESENT:
(Council Members)
Councillor Andrew Rodger, Fife Council (Chair); Councillors Tim Brett, John Docherty, Neale Hanvey, Dorothea Morrison, Kay Morrison (for Judy Hamilton), David Ross and Bob Young (for Linda Erskine), Fife Council; Moira Adams (for Alison Rooney), Dr. Les Bisset, Allan Burns, Dr. Frances Elliot, Dr Margaret Hannah (for Helen Paterson), Paul Hawkins and Rona Laing, NHS Fife; Tina Chapman, Chair of Public Reference Group; Simon Fevre, Co-Chair, Local Partnership Forum; Morna Fleming, Carer Representative; and Kenny Murphy, Fife Voluntary Action.

PROFESSIONAL ADVISERS:
Sandy Riddell, Director of Health and Social Care/Chief Officer; Jan Carter, Chief Finance Officer, IJB; Dougie Dunlop, Chief Social Work Officer, Fife Council, Dr. Susie Mitchell, General Medical Practitioner representative and Dr. Katherine Paramore, Medical Practitioner, NHS Fife.

ATTENDING:
Steve Grimmond, Chief Executive; Geoff McDonald, Audit & Risk Management Services Manager; David Henderson, Team Manager/Adviser (Committee Services); and Diane Barnet, Committee Administrator, Fife Council; Claire Dobson, Divisional General Manager (West); Julie Paterson, Divisional General Manager (Fife-wide); Fiona McKay, Head of Strategic Planning Performance Commissioning; and Dr. Seonaid McCallum, Associate Medical Director, Health and Social Care; Evelyn McPhail, Director of Pharmacy; and Jann Gardner, Director of Planning & Strategic Partnerships, NHS Fife.

APOLOGIES FOR ABSENCE:
Councillors Linda Erskine and Judy Hamilton, Fife Council; Alison Rooney, Vice-Chair; Wilma Brown and Helen Paterson, NHS Fife; Janice Cameron, Development Officer, Scottish Care Organisation; and Debbie Thompson, Joint Trades Union representative for Council staff.

70. VALEDICTORY

The Chair, on behalf of the Board, extended thanks to Sandy Riddell, Director of Health and Social Care, for his contribution to the work of the Board and the Health and Social Care Partnership in general, during his term of office and wished him well for his impending retirement.

71./
71. DECLARATIONS OF INTEREST

Councillors Dorothea Morrison and John Docherty declared an interest in Para. 74. – ‘Finance and Performance Committee’ – as they were Trustees and Directors of Gibson House Care Home. Councillor Tim Brett also declared an interest in Para. 74. as he was a Director of Fife Alcohol Advisory Service.

72. MINUTE

The Board considered the minute of the Health and Social Care Integration Joint Board meeting of 2nd June, 2016.

Decision

The Board agreed to approve the minute.

73. MATTERS ARISING

Decision

With reference to Para. 63 – ‘Development of GP Clusters’ – the Board noted as updates that a Practice Quality Lead was now in post; Cluster Quality Leads were in the process of being recruited; and that ‘clusters’ would reflect the 7 localities of the Partnership.

74. FINANCE & PERFORMANCE COMMITTEE

The Board considered a joint report by Jan Carter, Chief Finance Officer and Fiona McKay, Head of Strategic Planning, Performance and Commissioning, Health and Social Care Partnership, detailing the recent activities of the Finance and Performance Committee (FAP) - one of the Board’s ‘standing’ Committees. The report was supplemented by a presentation from Jan Carter.

Decision

The Board:-

1. noted the content of the report, which included as appendices the Fife Health and Social Care Partnership’s ‘Finance and Performance Report 2016-17’ and minutes of the Committee’s meetings of 23rd June and 14th July 2016;

2. noted the financial position as reported – as at 30th June, 2016, and the associated risks;

3. noted the key actions (Section 2) of the Finance and Performance Report 2016-17;

4./
4. noted the amendments to the Performance Data to be implemented;

5. welcomed the presentation which provided details of two scenarios which served to highlight the variation between budget ‘gaps’ - dependant on taking forward the proposals for service redesign, investments and savings (as discussed in private session at the previous special meeting – minute paragraphs 68. and 69. refer);

6. agreed that the relevant ‘standing’ Committees and Working Groups of the Board and Health and Social Care Partnership be remitted to work up proposals for managing the budget ‘gap’ within available resources;

7. agreed to record the Board’s support in principle of the following proposals - as contained in the report on ‘Service Redesign’ considered at the previous special meeting - as follows:-

Strategic Priority 1 – Prevention and Early Intervention

- Telecare & Nightlink (investment and saving) – immediate implementation;
- Front Door Discharge Model (investment and saving) – immediate implementation;
- Modernising Older Peoples Day Services (saving) – to be taken forward with stakeholder engagement within agreed timescales;
- Share Lives Adults & Older People (saving) – immediate implementation; and
- Review of Long Term Care (saving) – immediate implementation;

Strategic Priority 2 – Integrated and Co-ordinated Care

- START (investment) – immediate implementation;
- Home Care – Introduction of START Programme (saving) – immediate implementation;
- Social Work Assessment Units (investment) – immediate implementation;
- Reducing Delayed Discharge (investment) – immediate implementation;
- Additional Social Work Assessment Capacity (investment) – immediate implementation; and
- Community Service Re-provision (investment and saving) – to be taken forward with stakeholder engagement, including a full risk assessment;

Strategic Priority 3 – Mental Health and Wellbeing

- Mental Health Community Services (investment and saving) – to be taken forward with stakeholder engagement, together with the Clinical and Care Governance Committee; and
- Dementia Care (investment) – further work on the detail of this proposal to be undertaken for clarification of capacity to implement;

Strategic/
Strategic Priority 4 – Reducing Inequalities

- Minor Adaptations/Community Equipment (investment) – immediate implementation;
- Sleepover Rates: External Providers (investment) – agreed to meet the cost pressure arising from an Employment Appeal Tribunal (EAT) relating to entitlement to National Minimum Wage for carer workers for hours worked; and
- Transport Policy (saving) – to be taken forward with stakeholder engagement; and

8. agreed that a communications strategy be progressed urgently to ensure the appropriate dissemination of relevant information to all stakeholders within as short a timescale as possible.

Moira Adams left the meeting prior to consideration of the following item.

75. AUDIT & RISK COMMITTEE

The Board considered a report by Geoff McDonald, Audit and Risk Management Services Manager, Fife Council, detailing the recent activities of the Audit and Risk Committee (AAR) - one of the Board ‘standing’ committees.

Decision

The Board:-

1. noted the content of the report, which included as an appendix, the minute of the Committee’s meeting of 5th July, 2016; and

2. agreed to extend the Board’s appreciation of the work undertaken by members of the AAR Committee to date.

76. INTERNAL AUDIT REPORT - DUE DILIGENCE

The Board considered a report by Geoff McDonald, Audit and Risk Management Services Manager, Fife Council, advising that an appropriate financial assurance process had been followed in line with the Financial Assurance Guidance (the Guidance) issued by the Scottish Government in 2015 to assess the resources to be delegated to the Health and Social Care Partnership (the Partnership) and enabling an understanding of the associated risks – as contained in the ‘Financial Assurance’ report contained in Appendix 1.

Decision

The Board noted the content of the ‘Financial Assurance’ report contained in Appendix 1.
OUTCOME OF CHILDREN’S INSPECTION BY THE CARE INSPECTORATE

The Board considered a report by Julie Paterson, Divisional General Manager (Fife-Wide), Health and Social Care Partnership, providing information on joint inspections of services for children and young people in Fife during the summer of 2015 (for children under the age of 18 years or up to 21 years and beyond who were or had been looked after). These joint inspections of services were at the request of Scottish Ministers – with the Care Inspectorate leading these across Scotland as a whole.

The inspection process took account of the full range of work with children, young people and families within Fife’s community planning partnership area - the main partners were the services who contribute to community planning including representatives from Fife Council, NHS Fife, Police Scotland and the Scottish Fire and Rescue Service. NHS Children’s Services was also a part of Fife’s Health and Social Care Partnership and were key contributors and participants of the Care Inspectorate process.

Decision

The Board:-

1. noted the Inspection process led by the Care Inspectorate and the outcome report published in March 2016;

2. noted the action plan for the Health and Social Care Partnership’s work with the Children in Fife partnership to address the recommendations of the Joint Inspection of Children’s Services detailed in Appendix 1;

3. agreed to receive further updates, as appropriate, on progress on further improvement in relation to NHS Children’s Services - improved waiting times for access to Child and Adolescent Mental Health Services;

4. requested that any updates on progress be submitted to the relevant ‘standing’ Committee of the Board, specifically the Clinical and Care Governance Committee, as necessary; and

5. agreed that this was a ‘good news’ item which should be publicised more widely.

Dr. Frances Elliot left the meeting following consideration of the above item.

CLINICAL & CARE GOVERNANCE

The Board considered a report by Dr. Seonaid McCallum, Associate Medical Director, Health and Social Care Partnership, detailing the recent activities of the Clinical and Care Governance Committee (CCGC) - one of the Board’s ‘standing’ Committees/
Committees, which included as appendices the minute of the Committee meeting of 27th May, 2016; a summary note of the Development Day on 23rd May, 2016; and the Committee’s amended Terms of Reference (attached as appendices to the report).

**Decision**

The Board:

1. noted that proposed amendments to the Clinical and Care Governance Strategy were to be undertaken;

2. agreed that the amended Strategy be submitted for the Board’s consideration following final agreement at the next CCGC meeting;

3. noted that the Strategy, once approved, was to be reviewed on a six-monthly basis by the CCGC; and

4. noted the proposed amendments to the first draft of the Terms of Reference of the Divisional Clinical and Care Governance Groups, as detailed in the report – a revised draft was to be presented to the next CCGC meeting.

79. **SINGLE SYSTEM PHARMACY**

The Board considered a report by Evelyn McPhail, Director of Pharmacy, NHS Fife, advising that medicines were a significant component of modern healthcare provision, both in terms of treatment options and outcomes and associated resources. It was essential that Fife had a robust professional and managerial pharmacy infrastructure underpinned by effective systems and policies to ensure safe and effective prescribing and medicines management. With current financial challenges there was also a requirement to undertake a suite of ambitious medicines effectiveness and efficiency projects to deliver value for money prescribing.

The report also advised that Pharmacy had a crucial role in advising on and supporting medicines governance, patient safety, effective prescribing and prescribing efficiency savings, all of which required to be managed and delivered across Fife, involving the Integrated Joint Board (IJB), Fife Health Board, the Acute Services Division and the Health & Social Care Partnership (H&SCP) – the report outlined the arrangements to achieve this.

**Decision**

The Board considered and endorsed the proposal - supported by NHS Fife’s Executive Directors Group (EDG) - to create a single system for Pharmacy for Fife.
80. **CLINICAL STRATEGY – SUMMARY RECOMMENDATIONS**

The Board considered a report and presentation by Jann Gardner, Director of Planning and Strategic Partnerships, NHS Fife, outlining Fife’s Clinical Strategy which was presented, in draft, to the NHS Board on 28th June, 2016 - following its approval, a twelve week period of public consultation was to commence and an implementation plan with associated timelines was to be produced. A communication plan had been developed and instigated.

The report went on to advise that, in conjunction with key national publications and Fife’s Health and Social Care Strategic Plan, the Clinical Strategy would, through key recommendations, set the strategic direction for healthcare planning and delivery in Fife over the next five years and beyond - a summary of the Clinical Strategy was presented to the Board for information, by means of a supplementary presentation from Jan Carter.

**Decision**

The Board:-

1. welcomed the report and presentation and asked that the presentation be circulated to Board members for their information – and wider dissemination to all Councillors, as appropriate; and

2. endorsed the summary of the Clinical Strategy as presented.

_Councillors John Docherty and Neale Hanvey, Rona Laing and Allan Burns left the meeting during consideration of the above item._