

**East Ayrshire Health & Social Care Partnership
Integration Joint Board
26 June 2024 at 2pm
Council Chambers/ MS Teams**

Present:

- *Dr Sukhomoy Das, NHS Non-Executive Director (Chair)
- Mr Craig McArthur, Director of Health and Social Care
- Mr Alex McPhee, Interim Chief Financial Officer
- Ms Dalene Steele, Associate Nurse Director
- *Councillor Clare Maitland, East Ayrshire Council
- *Councillor Douglas Reid, East Ayrshire Council
- Ms Arlene Bunton, Scottish Care Representative/
Independent Sector Lead
- Ms Allina Das, RCN Representative
- *Neil McAleese, NHS Non-Executive Board Member
- *Councillor Neill Watts, East Ayrshire Council
- *Ms Sheila Cowan, NHS Non-Executive Board Member
- Ms Fiona Pirrie, IJB Stakeholder Forum Representative
- Ms Moira Fenton, Third Sector Representative

**signifies a voting member*

In Attendance:

- Mr Jim Murdoch, Senior Manager Wellbeing and Recovery
- Mr Erik Sutherland, Head of Locality Health & Care
- Ms Vicki Campbell, Head of Primary & Urgent Care
- Ms Amanda McInnes, Senior Manager Business Support
- Ms Catherine Adair, Governance and Communication
Manager
- Mr Neil Kerr, ADP independent Chair
- Mr Martin Egan, Senior Manager Justice Services
- Ms Clare Wilson, Senior Manager Authority Wide
- Ms Lynne McNiven, Director of Public Health
- Ms Maxine Ward, Senior Service Manager
- Ms Meghan Aird, Finance Analyst
- Mr Charles Staines, Senior Finance Analyst
- Ms Lorna McIlreavy, Partnership Engagement Officer
- Ms Hendrika Psaila, Public Representative, IJB
- Ms Jemma Campbell, Senior Advanced Nurse Practitioner
- Mr Jack Hastings, Community Staff Nurse
- Mr Stuart Lawson, Community Staff Nurse

Alison Anderson, Committee Secretary (Minutes)

Agenda	Discussion	Action
1.	<p><u>Welcome & Apologies</u></p> <p>Dr Sukhomoy Das welcomed everybody to the meeting and noted apologies from Jo Gibson, Alexia Pellowe, Lianne McNally, Jenny Wilson and Councillor MacKay.</p> <p>Dr Das noted of this being Vicki Campbell's last meeting with the IJB due to moving to a new post and also Catherine Adair who was retiring. They were both wished well and thanked for their contributions, service and support over the past years.</p>	
2.	<p><u>Good News Story</u></p> <p>Ms Dalene Steele introduced members from the Palliative Care Team in the Community and advised that they had been transforming their models over the past couple of years to ensure quick access to person-centred nursing care and support as people reached the end of life at home. It was noted that the national palliative care strategy was due to launch imminently, with the local approach expected to align well to this strategy.</p> <p>Ms Steele then introduced Stuart, Jack and Jemma from the Palliative Care Team who presented some of their case studies and the ongoing intervention. Mr Craig McArthur advised of the importance of bringing this Good News story to the meeting, to showcase and celebrate the good work being taken forward, and how this aligns to the IJB's strategic plan. The Board wanted to acknowledge and thank the team for their compassion and the very positive impact this has on families, at the toughest of times.</p>	
3.	<p><u>Declaration Of Interest</u></p> <p>Dr Das noted his role as NHSAA whistleblowing champion, in relation to the reports at agenda item 14. This did not impact on today's business.</p>	
4.	<p><u>Minute Of Previous Meeting held on 20 March 2024</u></p> <p>The minute was approved as an accurate record of discussions pending minor presentational amendments.</p>	
5.	<p><u>Matters Arising</u></p> <p>An action from previous meeting around webcasting IJB meetings is covered under today's agenda item 6.</p>	
6.	<p><u>Governance Report</u></p> <p>Mr Craig McArthur presented the report to provide the IJB with an update on a change to membership of the IJB for the East Ayrshire Council Employee</p>	

	<p>Representative, and to seek approval for the closure of the outstanding action relating to the webcasting of IJB meetings.</p> <p>Membership of the IJB includes an Employee Representative from East Ayrshire Council and a Staff Side Representative from NHS Ayrshire and Arran. It was confirmed that Ms Diane Gill will now assume the role of East Ayrshire Council Employee Representative, replacing Ms Shirley Ferguson.</p> <p>The Annual Audit Report from Audit Scotland for 2022/23, which was presented to IJB on 11 October 2023, made a Recommendation that “The Board should progress its work to allow members of the public access to IJB meetings through webcasting, whether live or access to on demand recordings.”</p> <p>The Unaudited Annual Accounts 23-24, which will be presented for approval to IJB on 26 June 2024, note that this issue has been addressed as “members of the public are able to attend IJB meetings in person and can request access to the link to allow electronic access to the meeting, noting that there are on occasion exclusion of press and public papers on IJB agendas.”</p> <p>Members were therefore asked to approve that, as the meeting is available through live webcasting, as well as in person, this action now be considered complete and removed from the action log.</p> <p>Dr Das noted he was satisfied that adequate arrangements are in place to support attendance from press and public at IJB meetings.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note the change of East Ayrshire Council Employee Representative; and, ii. Approve the closure of the action that IJB meetings should be made accessible to the public through webcasting. 	
7.	<p><u>Financial management Report – Month 12 2023/24</u></p> <p>Mr Alex McPhee presented the report to provide details of the draft final outturn position for East Ayrshire Health and Social Care Partnership for 2023/24.</p> <p>A draft copy of the report was presented to the Audit and Performance Committee on 28 May 2024 for noting. There was no change to the draft final outturn position from that previously presented to the Audit and Performance Committee (APC).</p> <p>Ms Cowan advised that this had been considered in detail at the APC. Ms Cowan confirmed the APC had highlighted concerns around the movement on projections between month 9 and month 12, and the impact this had on reserves. The APC were keen to engage in the financial recovery plan process and ensure appropriate scrutiny could be undertaken through the committee on an ongoing basis. The Chief Officer confirmed that governance</p>	

	<p>and oversight would be important in line with the established APC terms of reference.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note the draft final outturn position for East Ayrshire Health and Social Care Partnership at 31 March 2024; ii. Approve in principle, subject to the outcome of the external audit of the Annual Accounts 2023/24, the proposal to drawdown £5.422m from uncommitted balances in the IJB Reserve, as set out at paragraph 24 of this report; iii. Note the draft final outturn position in respect of IJB Reserve balances at 31 March 2024, after taking account of the proposal set out at recommendation (ii); iv. Note the requirement to bring an initial in-year 2024/25 Financial Recovery Plan within the high level month 2 Financial Management Report to the IJB for approval on 26 June 2024; v. Note that the report to the IJB on 26 June will set out an early year projected outturn position for 2024/25, recognising ongoing budget pressures, risks and uncertainties, with actions to be considered to ensure financial balance can be achieved going forward; vi. Note progress towards achievement of approved cash releasing efficiency savings 2023/24; vii. Note the draft final outturn position in respect of services managed under Lead Partnership / Hosted Services arrangements for 2023/24; viii. Note the position in respect of large hospital Set Aside budgets for 2023/24; ix. Note that the draft final outturn position outlined within this report is consistent with the unaudited Annual Accounts 2023/24 which are presented at today's meeting of the IJB for approval; and x. Otherwise note the content of the report. <p>Councillor Douglas Reid left the meeting at this time</p>	
8.	<p><u>Unaudited Annual Accounts 2023/24</u></p> <p>Mr Alex McPhee presented the report to advise the Integration Joint Board of requirements introduced by the Local Authority Accounts (Scotland) Regulations 2014, to submit Annual Accounts for the year ended 31 March 2024 to the IJB for approval and thereafter forward the Accounts to the Controller of Audit.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Approve the unaudited Annual Accounts for 2023/24; ii. Note the timetable for approval of the audited Annual Accounts for 2023/24; and iii. Otherwise note the contents of the report. 	
9.	<p><u>Financial Management Report – Month 2 2024/25</u></p>	

Mr Alex McPhee presented the report to provide an update on the initial balanced budget proposal for 2024/25 which was approved by the IJB on 20 March 2024. This takes account of the unaudited final outturn position for 2023/24, and the consequential impact on uncommitted balances within the IJB Reserve.

The report also provided information on the projected outturn position for the East Ayrshire Health and Social Care Partnership for 2024/25, based upon the current financial position as at 31 May 2024 (month 2). This is presented on a managed services basis and excludes services hosted by North and South Ayrshire IJBs under pan-Ayrshire Lead Partnership arrangements, as well as the Set Aside resource. This initial 2024/25 managed services report is high level, which reflects the early stage of the new financial year, with further work to be undertaken to refine projections, including progress against approved savings.

The report highlighted a projected overspend for 2024/25 and as a consequence, an initial financial recovery plan would require to be submitted alongside the detailed month 4 Financial Management Report. This report will be presented to the IJB on 28 August 2024 for consideration and approval.

The specific challenges and requirement to produce a balanced budget were recognised by the IJB.

Ms Sheila Cowan acknowledged and highlighted the difficulties in preparing a financial recovery plan, especially in relation to timing and deliverability of the plan.

Mr Craig McArthur noted the importance of ownership and governance of the plan, and described some of the actions that will be required in producing a financial recovery plan.

Councillor Douglas Reid returned to the meeting at this time

The Board noted the report and agreed the following recommendations:

- i. Note the position regarding the revised balanced budget proposal for 2024/25;
- ii. Approve that the sum of £0.525m is reallocated from the Workforce Development Fund to general fund balances as part of the revised balanced budget proposal 2024/25;
- iii. Approve that £0.495m funding for children's services commissioned services uplifts be set aside as part of the revised balanced budget proposal and initial financial recovery plan for the current financial year;
- iv. Note the high level 2024/25 projected outturn position for East Ayrshire Health and Social Care Partnership at 31 May 2024;
- v. Note the requirement to present an initial financial recovery plan within the month 4 Financial Management Report to the IJB on 28 August 2024 for consideration and approval;

	<ul style="list-style-type: none"> vi. Note underlying risk factors and potential consequences as set out within the report; vii. Note the intention to review the revised Financial Regulations approved by the IJB on 20 March 2024, following approval of East Ayrshire Council's updated Financial Regulations; and viii. Otherwise note the content of the report. 	
10.	<p><u>Review Of Eligibility Criteria For Care And Support</u></p> <p>Mr Erik Sutherland presented to IJB a review of the Eligibility Criteria policy and seek approval for recommended changes to the policy.</p> <p>The report reviewed the existing eligibility policy in East Ayrshire. The report updates the context within which the eligibility policy operates, links this to outcomes-focused and strengths-based practice, benchmarking and recommends changes to the eligibility policy to reflect this. The proposed revised policy remains within the National Standard Eligibility framework. Clarity was sought on behalf of the IJB Stakeholder Forum regarding the support and additional demand for Third Sector services.</p> <p>Ms Arlene Bunton raised a number of specific questions around the policy changes which were responded to by Mr Erik Sutherland. Dr Das requested that any further detailed discussion and questions would be better raised with Mr Erik Sutherland outwith the meeting.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i. Receive the report; ii. Note and comment on the contents of the report; iii. Note principles of clarity, fairness, equity and transparency in resourcing decisions; iv. Note the shifting local and national policy since the extant policy was approved; v. Note the policy direction reinforces key local and national priorities; vi. Approve the recommended change to the Eligibility Criteria policy to focus on individuals with highest needs in the critical and substantial need bandings; vii. Issue a Direction to East Ayrshire Council to implement the change in policy from the approval date; viii. Task relevant Officers with implementing these changes for new assessments and annual reviews, and; ix. Otherwise note and comment on the report. 	
11.	<p><u>Strategic Plan 2024-27</u></p> <p>Mr Jim Murdoch presented the report to the Integration Joint Board (IJB) for consideration and approval the Strategic Plan update for 2024-27, the Workforce Plan 2022-25 update, the Property and Asset Management Strategy 2024-27 and the Communications Strategy 2024-27.</p> <p>It was noted that financial sustainability was a major consideration and should be properly reflected in the strategic plan.</p>	

	<p>It was confirmed that service improvement plans (SIPs) would now follow on from the Strategic Plan, and the outcomes, priorities and associated performance metrics from the plan would feed through to the SIPs.</p> <p>Hendrika Psaila left the meeting</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Receive the report on the Strategic Plan update for 2024-27; ii. Approve the Strategic Plan update 2024-27 (Appendix 1); iii. Note and comment on the Strategic Plan Consultation and Engagement report (Appendix 2); iv. Approve the Property and Asset Management Strategy 2024-27 (Appendix 3); v. Approve the Communications Strategy 2024-27 (Appendix 4); vi. Note the reports will be presented to East Ayrshire Council on 27 June 2024 and NHS Ayrshire and Arran Board on 12 August 2024. vii. Issue a Direction to East Ayrshire Council and NHS Ayrshire and Arran in line with the Strategic Plan update 2024-27 and within the approved budget for 2024/25; and viii. Otherwise comment on the report. 	
12.	<p><u>Outwith Placements Screening Group</u></p> <p>Ms Clare Wilson presented the report to provide the Integration Joint Board (IJB) with a brief overview of the current position in OPSG. It was advised that this relates to the needs of children and an overview of external care placement provision, education provision and the financial pressures on OPSG. This report also provided a summary of activity to mitigate these challenges.</p> <p>The report outlined the financial position achieved for year 2023/24 and year 2024/25 including projections. It also outlined proposals to reduce the overspend position in OPSG by putting in place specific measures to achieve this.</p> <p>Members noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note the content of the report; ii. Agree the recommendations made to changes in OPSG in the Proposals section; <ul style="list-style-type: none"> • OPSG will no longer consider preventative spend requests until preventative & day education costs are reduced below the 20% threshold. Education colleagues are exploring how they will respond to this proposal and meet need within direct education resources • A pause will be made on all new day education requests until alignment of children returning to East Ayrshire and costs are reduced. This may well result in children waiting for a provision. 	

	<ul style="list-style-type: none"> • Social Work will require to reduce external care placements. Plans will be made to supports this through current projections. • Review and redefine Continuing Care policy for young people in outwith residential care <p>iii. Issue a Direction to East Ayrshire Council for implementation of the recommendations above; and,</p> <p>iv. Agree for a full report to come to IJB in August 2024.</p>	
13.	<p><u>Contracts To Deliver G.P Primary Care Service In HMP Kilmarnock And Provision Of Forensic And Medical Services For People In Police Custody</u></p> <p>Mr Martin Egan presented the Report to inform the Integration Joint Board (IJB) of renewal of contracts for the delivery of G.P primary care service in HMP Kilmarnock and provision of forensic and medical services for people in police custody.</p> <p>It was advised that G.P primary care services at HMP Kilmarnock are delivered under contract as are forensic and medical services for people in police custody. These are separate contracts with two different contract providers. These three year contracts have an end date of March and June 2024 respectively, and each had the provision to exercise two “plus 2 year” extensions to the contracts by agreement with the providers.</p> <p>Formal discussion had taken place with both providers to explore the option to exercise the first plus two year extension to the existing contract. Due to concerns about the rise in the prison population the provider for G.P primary care services in HMP Kilmarnock did not wish to commit to a two year extension and have agreed to a rolling monthly contract at this time. The provider for the provision of forensic and medical services for people in custody have agreed to a first 2 year extension to the existing contract.</p> <p>Members noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i. Receive and note the content of the report; ii. Approve funding to continue contractual arrangements with providers as noted in the report; iii. Issue a Direction to NHS Ayrshire & Arran in respect of contractual arrangements; iv. Task relevant Officers with issuing as appropriate extension notice documentation and; v. Otherwise note and comment on the report. <p>Ms Allina Das left the meeting</p>	
14.	<p><u>NHS Ayrshire & Arran Whistleblowing Reports Q3 And Q4 2023/24</u></p> <p>Ms Amanda McInnes presented the report to provide the Integration Joint Board (IJB) with an update following the implementation of the National</p>	

	<p>Whistleblowing Standards and Once for Scotland whistleblowing policy (the Standards).</p> <p>The Whistleblowing Standards were introduced on 1 April 2021 and have been implemented successfully across NHS Ayrshire & Arran and Health & Social Care Partnerships.</p> <p>The reports provided details of Whistleblowing concerns raised across NHS Ayrshire & Arran by staff, and those who provided services on behalf of NHS Ayrshire & Arran, for the periods October to 31 December 2023 and January to 31 March 2024.</p> <p>Members noted the contents of the Report.</p>	
<p>15.</p>	<p><u>ADP Annual Report To Scottish Government – 2023/24</u></p> <p>Mr Neil Kerr presented the Report to provide IJB members with the content and detail of the East Ayrshire Alcohol and Drugs Partnership annual report outlining information, activity and investment during the financial year 2023/24.</p> <p>The annual report requires to be agreed and supported by both the ADP and IJB prior to formal submission to the Scottish Government by 28 June 2024. The report was approved by ADP members at their on 7 June 2024, and was presented to Chief Officers’ Group (COG) on 25 June 2024 for information.</p> <p>As in previous years, the annual report is primarily set out in a ‘tick box’ format with free text boxes for additional context, information and clarification as and when required. IJB members noted this was an excellent paper providing good context around ADP activity.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> (i) Note the information and data contained within the report (ii) Note the progress being made by the ADP in terms of the requirements of the Scottish Government; (iii) Agree and approve the content and detail of the ADP annual report as required by the Scottish Government; and, (iv) Request any further information or updates as required. 	
<p>16.</p>	<p><u>The Alliance Review Of Integration Authority Strategic Plan</u></p> <p>Mr Jim Murdoch presented the report of the Review of Integration Authority Strategic Plans, recently published by the Health and Social Care Alliance Scotland (the Alliance), for information and comment.</p> <p>The Alliance published a Review of Integration Authority Strategic Plans based on a sample of strategic plans and annual reports. This report summarised the outcomes from this review and how these are reflected within the East Ayrshire IJB Strategic Plan for 2024-27.</p> <p>The Board noted the report and agreed the following recommendations:</p>	

	<ul style="list-style-type: none"> i. Note and comment on the Alliance Review of Integration Authority Strategic Plans; ii. Note the alignment between the outcomes from this review with IJB Strategic Plan for 2024-27; iii. Otherwise, note the content of this report. 	
17.	<p><u>Information Papers</u></p> <p>EAST AYRSHIRE COUNCIL WHISTLEBLOWING POLICY</p>	
18.	<p><u>Governance Papers</u></p> <ul style="list-style-type: none"> • AUDIT & PERFORMANCE COMMITTEE – 05 MARCH 2024 • HEALTH, CARE & GOVERNANCE GROUP – 20 FEBRUARY 2024 • PARTNERSHIP FORUM – 08 FEBRUARY 2024 • RISK MANAGEMENT – 07 MARCH 2024 • STRATEGIC PLANNING GROUP – 01 NOVEMBER 2023 • STRATEGIC PLANNING GROUP – 24 APRIL 2024 	
19.	<p><u>AOCB</u></p> <p>Members were reminded that on 27 June East Ayrshire, alongside Scottish Care and supported by National Lottery funding, were hosting Scotland's first Silver Pride event, aimed at adults over 65. Over 180 community members were expected to attend with 25 stalls, guest speakers and a presence from various people including STV news, West FM and the Kilmarnock Standard.</p>	
20.	<p><u>Date Of Next Meeting</u></p> <p>28 August 2024 at 2pm, Council Chambers/ MS Teams</p>	