

Health & Social Care Partnership

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

Present:

*Dr Sukhomoy Das, NHS Non-Executive Director (Chair)
 *Councillor Douglas Reid, East Ayrshire Council (Vice Chair)
 *Ms Sheila Cowan, NHS Non-Executive Board Member
 *Councillor Clare Maitland, East Ayrshire Council
 *Neil McAleese, NHS Non-Executive Board Member
 *Councillor Maureen McKay, East Ayrshire Council
 *Councillor Neill Watts, East Ayrshire Council
 Mr Craig McArthur, Chief Officer
 Mr Alex McPhee, Interim Chief Financial Officer
 Ms Marion MacAulay, Head of Children, Health, Care and
 Justice and Chief Social Work Officer
 Ms Dalene Steele, Associate Nurse Director
 Ms Alexia Pellowe, Clinical Director
 Ms Lianne McNally, AHP Senior Manager
 Ms Allina Das, RCN Representative
 Ms Diane Gill, Unison Steward
 Ms Fiona Pirrie, IJB Stakeholder Forum Representative
 Ms Isabella Paton, East Ayrshire Carer Representative
 Ms Arlene Bunton, Scottish Care representative

****signifies a voting member***

In Attendance:

Sharon Blackwell, Service Manager, British Red Cross
 Ms Fiona Fawdry, CVO
 Mr Neil Kerr, ADP Independent Chair
 Ms Mhairi McCandless, Service Manager, Addiction & Recovery
 Councillor Kevin McGregor, East Ayrshire Council
 Ms Lorna McIlreavy, Partnership Engagement Officer
 Ms Amanda McInnes, Senior Manager Business Support
 Ms Dale Meller, Senior Manager Public Protection & Learning
 Mr Jim Murdoch, Senior Manager Wellbeing and Recovery
 Ms Stephanie Preston, Programme Officer
 Ms Julie Ross-Binning, Senior Business Support Officer
 Mr Erik Sutherland, Head of Locality Health & Care

Alison Anderson, Committee Secretary (Minutes)

Agenda	Discussion	Action
1.	<p><u>Welcome & Apologies</u></p> <p>Dr Sukhomoy Das welcomed everyone to the meeting and noted apologies from Moira Fenton, Jennifer Wilson, Jo Gibson, Dr Laura McGarrity, Lynne McNiven and Hendrika Psaila.</p>	
2.	<p><u>Good News Story</u></p> <p>Ms Sharon Blackwell from the British Red Cross gave a presentation on their services and the impact this is having in supporting discharges from hospital for vulnerable residents.</p> <p>The IJB thanked Ms Blackwell for the excellent presentation and for all the work the British Red Cross and their volunteers carry out.</p>	
3.	<p><u>Declaration Of Interest</u></p> <p>Dr Sukhomoy Das declared an interest in the Whistleblowing Report at agenda item 19 due to his role as Whistleblowing Champion within NHS Ayrshire and Arran.</p>	
4.	<p><u>Minute Of Previous Meeting held on 26 June 2024</u></p> <p>The minute was approved as an accurate record of discussions.</p>	
5.	<p><u>Matters Arising</u></p> <p>No open matters.</p> <p>Mr Craig McArthur highlighted:</p> <ul style="list-style-type: none"> • 1 outstanding matter which has now been closed • 3 actions from previous meeting, 2 tabled for today • Review financial regulation – tabled for today • OPSG report remains as an action carried forward 	
6.	<p><u>Delivery Plan 2024-25</u></p> <p>Mr Craig McArthur presented the NHS Ayrshire & Arran Annual Delivery Plan 2024-25 to the IJB. It was noted that all NHS Boards require to submit an annual plan to the Scottish Government.</p> <p>It was noted that the Scottish Government's approval of the plan is contingent upon the understanding that Boards continue to work closely with them around delivery and implementation over the coming year, as set out within the NHS Board Delivery Framework (Appendix 3).</p> <p>The plan was approved by the NHS Board on 12 August 2024.</p>	

	<p>The Board noted and commented on the report and agreed the following recommendation:</p> <ul style="list-style-type: none"> i. Approve the Annual Delivery Plan 	
7.	<p><u>Accounts Commission Report: Integration Joint Boards Finance and Performance 2024</u></p> <p>Mr Alex McPhee presented the report which provided the key messages and recommendations contained within the Integration Joint Boards Finance and Performance 2024 report prepared by Audit Scotland.</p> <p>Together with the Auditor General for Scotland, the Accounts Commission has produced a series of reports focussed on health and social care integration. The Integration Joint Boards Finance and Performance 2024 report is the most recent report and was published in July of this year. All reports are available on the Audit Scotland website.</p> <p>The IJB noted the significant challenges which the report reflects nationally, and of the impact being felt locally around financial pressures.</p> <p>The Board noted the following recommendations:</p> <ul style="list-style-type: none"> (i) Note the key messages outlined within the report; (ii) Note the recommendations contained within the report. 	
8.	<p><u>Financial Management Report as at 31st July 2024</u></p> <p>Mr Alex McPhee presented the report to provide details of the projected outturn position for East Ayrshire Health and Social Care Partnership for 2024/25, based upon the current financial position as at 31 July 2024 (month 4) and including movements on the Annual Budget 2024/25 approved by the IJB on 20 March 2024. The report highlights progress against approved cash releasing efficiency savings for 2024/25, as well as confirmation of funds within the IJB Reserve balance in advance of approval of 2023/24 audited Annual Accounts on 25 September 2024.</p> <p>The report also provides a summary of the projected outturn on services managed under Lead Partnership / Hosted Services arrangements, as well as information on Acute Services budgets in relation to the large hospitals Set Aside resource within the scope of the Strategic Plan. It also highlights underlying risk factors, which have the potential to impact on the projected outturn position for 2024/25 and going forward.</p> <p>The report highlights a projected overspend for 2024/25 of £9.543m on managed services (£10.032m on a population basis).</p> <p>IJB members challenged the projected outturn position for lead partnership services managed by North and South Ayrshire IJB's. Mr Craig McArthur confirmed the requirements of the integration scheme around the need for a recovery plan to be produced and presented to all three IJB's. The IJB asked Mr McArthur to write to the Chief Officers of North and South Ayrshire IJB's</p>	CMcA

	<p>requesting a recovery plan for their respective lead partnership services to be produced without further delay.</p> <p>The Board noted the report and the following recommendations:</p> <ol style="list-style-type: none"> i. Note the 2024/25 projected outturn position for East Ayrshire Health and Social Care Partnership at 31 July 2024, including specific key actions on significant variances; ii. Note the current position in respect of IJB Reserve balances in advance of approval of the 2023/24 audited Annual Accounts on 25 September 2024; iii. Note progress towards achievement of additional cash releasing efficiency savings which been approved for 2024/25; iv. Note the projected outturn position in respect of services managed under Lead Partnership / Hosted Services arrangements; v. Note the current position in respect of large hospital Set Aside budgets; vi. Note underlying risk factors and consequences which will potentially impact in 2024/25 and going forward; vii. Note that as a consequence of the 2024/25 projected outturn position that an initial Financial Recovery Plan will be presented as a separate report at today's meeting of the IJB: and 	
<p>9.</p>	<p><u>Financial Recovery Plan</u></p> <p>Mr Alex McPhee presented the initial Financial Recovery Plan for 2024/25 and going forward into future financial years.</p> <p>The Integration Scheme sets out that where there is an in-year forecast overspend, a recovery plan requires to be developed to balance the overspending budget, with the recovery plan subject to the approval of the IJB. If the recovery plan is not successful, the Parties to the IJB (the Council and the Health Board) will consider making interim funds available, based on an agreed percentage contribution for joint responsibilities, with repayment in future years on the basis of a revised recovery plan, agreed by the Parties and the IJB.</p> <p>In-year variances in Lead Partnership services follow the principles noted within the paper. In the event of an overspend, the recovery plan requires agreement of all three IJBs. Failure to reach agreement will require interim additional contributions in proportion to service usage, pending final agreement of the recovery plan. It was highlighted that since the inception of the IJBs in Ayrshire, financial variances in Lead Partnership services have been shared on an NRAC basis.</p> <p>It was advised that substantial pieces of work are ongoing and the IJB development day, taking place on the 11 September 2024, would have a focus on the recovery plan.</p>	

	<p>Discussion took place regarding recruitment and non-essential vacancies. Mr Craig McArthur confirmed that a process would be put in place to ensure all vacancies were considered and scrutinised appropriately.</p> <p>It was agreed that further and ongoing conversations require to be had with Third Sector organisations around the current pressures and the need to maintain strong partnership working.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> (i) Consider and approve the Financial Recovery Plan proposals set out at in the report; (ii) Note the requirement to engage with East Ayrshire Council and NHS Ayrshire & Arran regarding funding to provide flexibility to deliver the Financial Recovery Plan; (iii) Note that dependent on the outcome of discussions with partner bodies, and recognising further budget pressures are possible, it will be necessary to present further Financial Recovery Plan proposals over the course of the current financial year and going forward. 	CMcA
10.	<p><u>Draft East Ayrshire Health and Social Care Partnership Annual Performance Report 2023/24</u></p> <p>Mr Jim Murdoch presented the draft Annual Performance Report for the Health and Social Care Partnership for 2023/24.</p> <p>The Annual Performance Report provides an opportunity to reflect on the past year and to celebrate the contributions and achievements of services, workforce and partners. It also highlights the key challenges that are currently being faced and those likely to be encountered in the future.</p> <p>The Report demonstrates performance in relation to the strategic priorities and the national outcomes for health, wellbeing, children and young people and justice during 2023/24. It also identifies key developments and achievements made in the year, evaluates the Partnership’s financial performance and sets out ambitions going forward into 2024/25.</p> <p>The draft Annual Performance Report was approved by the Audit and Performance Committee on 6 August 2024, and will be presented to East Ayrshire Council on 12 September 2024 and Ayrshire and Arran NHS Board on 7 October 2024.</p> <p>The comprehensive narrative within the report around the financial position and the year-end overspend with the commitment of coming back to the IJB on a consistent ongoing basis around the financial position was welcomed.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> (i) Approve the content of the draft Annual Performance Report 2023/24; (ii) Note that the draft Annual Performance Report was approved by Audit and Performance Committee on 6 August 2024; 	

	(iii) Note that the draft Annual Performance Report was published on the Partnership's 'Our Performance' website on 31 July 2024 in line with national Guidance.	
11.	<p><u>East HSCP Health and Care Governance Group Annual Report 2023/24</u></p> <p>Dr Alexia Pellowe presented the report to provide assurance to the Integration Joint Board that systems and procedures are in place to monitor health and care governance in line with the Board's statutory duty for quality of care. The report will also be presented to the NHS Healthcare Governance Committee.</p> <p>The report provided an update on the Health and Care Governance Group activity from the period June 2023 to June 2024.</p> <p>The IJB noted the importance of the Group and the work that is being carried out.</p> <p>The Board noted the report and agreed the following recommendation:</p> <ol style="list-style-type: none"> i. Note and comment on the content of the Health and Care Governance Group Annual Report for the period June 2023 to June 2024; and 	
12.	<p><u>Audit and Performance Committee Annual Report</u></p> <p>Ms Sheila Cowan presented the Integration Joint Board (IJB) with the 2023/24 Audit and Performance Committee Annual Report for consideration and to provide assurance to the IJB that governance arrangements and internal controls are adequate for inclusion in the governance statement in the IJB Audited Accounts for 2024/25</p> <p>The report provided information in relation to the programme of work undertaken by the Audit and Performance Committee during 2023/24.</p> <p>Members noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. Note the comments on the Internal Audit Annual Report 2023/24 and the IJB Chief Internal Auditor's continuing annual opinion of reasonable assurance as laid out at paragraph 15; ii. Note the IJB Internal Audit Plan for 2024/25; iii. Accept the assurance provided by the Audit and Performance Committee as outlined in paragraph 27 in respect of the adequacy of the Governance and Internal Controls of the IJB for 2023/24. 	
13.	<p><u>Alcohol and Drug Partnership Resourcing and Risk 2024-2025 Report</u></p> <p>Mr Neil Kerr presented the Report to provide members of the IJB with details, information, context and assurances about the Alcohol and Drugs Partnership Funding Allocation, Budget and Investment for 2024/25. The report also outlined areas of financial challenges, savings requiring to be made and</p>	

	<p>consequential risk for the ADP and the HSCP in terms of this financial year and beyond.</p> <p>In comparison with North and South it was noted that each face their own financial challenges.</p> <p>Members noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i) Consider the content of the report and the updates provided by the Minister and the Scottish Government in terms of the Core Funding Allocation and the National Mission Funding; ii) Approve the ADP resource allocation and investment plans for 2024/25; and iii) Note the details of the financial challenges facing the ADP and also the consequential risks. 	
14.	<p><u>East Ayrshire Addiction and Recovery Service Review and Redesign</u></p> <p>Ms Dale Meller introduced Ms Mhairi McCandless who presented the report to provide the Integration Joint Board with an update on the Addiction & Recovery Service review and redesign.</p> <p>The Addiction & Recovery Service underwent an externally commissioned service review between May and August 2023. The outcomes of the review included 50 recommendations for improvement for the service to consider and the priority themes being taken forward were noted within the report.</p> <p>An Implementation Plan has been developed which details all the actions and progress updates to June 2024 which are also reported to the Strategic Commissioning Board. It was noted that the financial pressures faced by both EAHSCP and East Ayrshire's ADP are impacting on the ability to fully take forward the work outlined in the Implementation Plan.</p> <p>Members noted the report and agreed the following recommendation:</p> <ul style="list-style-type: none"> i. Approve the review and redesign of the Addiction & Recovery Service, including the role of the Steering Group providing governance for the work, reporting into the Alcohol & Drug Partnership Advisory Group. 	
15.	<p><u>Stage 7/8 Service Review Final Recommendations – Children with Disabilities</u></p> <p>Ms Marion MacAulay presented the report on the outcome of the Children with Disabilities Best Value Service Review and to seek approval for its final recommendations.</p> <p>To date, the Best Value Service Review has evaluated current delivery of the Service utilising the 4 C's approach, and has identified a range of key improvement areas based on the findings. It subsequently completed an options appraisal and gained approval for the recommended delivery model from the Strategic Commissioning Board on 1 August 2024. The Children with</p>	

	<p>Disabilities Improvement Action Plan is available at Appendix 1 and the Implementation Schedule is available at Appendix 2.</p> <p>It was confirmed that the response from stakeholders has been consistent and has been compliant with GIRFEC requirements.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> (i) Receive and note the content of this report; (ii) Consider the final conclusions made; (iii) Approve the recommended model for delivering future Children with Disabilities Social Work services, noting that no additional expenditure would be required to implement the model; (iv) Task the Implementation Officer to progress and implement the recommended model for delivering future Children with Disabilities Social Work services. 	
16.	<p><u>Getting It Right For Everyone Pathfinder</u></p> <p>Mr Erik Sutherland presented the report to share the findings and activities undertaken in East Ayrshire as part of the Scottish Government Getting It Right for Everyone (GIRFE) Pathfinder project.</p> <p>Along with a number of Health and Social Care Partnerships (HSCPs) from across Scotland, East Ayrshire HSCP has been an active 'Pathfinder', collaborating with the GIRFE team within the Scottish Government to develop the national GIRFE Framework.</p> <p>Noted within the report are the focused work-stream areas for which a short life working group was established with Partnership staff relevant to each of the areas.</p> <p>The GIRFE Pathfinder Project report details the activities undertaken and the findings from applying the Scottish Approach to Service Design.</p> <p>Mr Craig McArthur noted the work that had been progressed across East Ayrshire, and the IJB agreed that a more detailed presentation on the project should be brought to the IJB development session on 11 September.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i. Receive the GIRFE Pathfinder Project 2023-24 report. Appendix 1 ii. To note and comment on the report; iii. To task Officers with taking forward the implementation phase of GIRFE in line with national direction; iv. Note that the national reporting from the Scottish Government team will include a toolkit which will support implementation along with the national framework. (Currently awaiting publication) v. Any further actions or recommendations from the Board. 	ES

<p>17.</p>	<p><u>Service Improvement Plans 2024-27</u></p> <p>Mr Jim Murdoch presented the report to the Integration Joint Board on the Service Improvement Plans for 2024-27, which support the delivery of the Partnership’s Strategic Plan 2021-30. The report also highlights the achievements and improvements within services over the previous reporting period, in continuing to deliver positive outcomes for people and communities.</p> <p>The Service Improvement Plans (SIPs) for 2024-27 comprise three core monitoring components, which collectively form a robust planning and improvement programme for the lifespan of the Plan.</p> <p>The 2024-27 SIPs for each service portfolio are presented at Appendices 1 to 5. The SIPs were approved by the Audit and Performance Committee on 6 August 2024 and will be published on the Partnership’s ‘Governance Documents’ webpage.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> i) Approve the content of the Service Improvement Plans for 2024-27; ii) Note and comment on the achievements and improvements within services over the previous reporting period; iii) Note and comment on the Service Improvement Plans for 2024-27, set out in Appendices 1-5; iv) Note that the Service Improvement Plans for 2024-27 were approved by Audit and Performance Committee on 6 August 2024. 	
<p>18.</p>	<p><u>Integration Joint Board Financial Regulations</u></p> <p>Mr Alex McPhee presented to the Integrated Joint Board (IJB) the reviewed IJB Financial Regulations as set out in Appendix 1.</p> <p>The Financial Regulations are a key component of sound governance arrangements and provide the framework for managing the IJB’s financial affairs.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ul style="list-style-type: none"> (i) Approve the reviewed Financial Regulations detailed in Appendix 1, in line with the reviewed and approved changes of East Ayrshire Council; (ii) Note that if approved, the changes to the Financial Regulations will apply with immediate effect; (iii) Note that any further required changes to the Financial Regulations as a consequence of the ongoing review of the Integration Scheme by the Parties to the IJB will be brought to a future meeting of the IJB for approval; (iv) Note that the Financial Regulations will be formally reviewed in March 2026 in line with the established timetable. 	

19.	<p><u>NHS Ayrshire and Arran Whistleblowing Reports Annual Report 2023-2024 and 2023-2024 Quarter 1 – April to 30 June 2024</u></p> <p>Ms Amanda McInnes presented the Report to provide the Integration Joint Board with an update following the implementation of the National 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 Annual report provides details of Whistleblowing concerns raised across NHS Ayrshire & Arran by staff, and those who provide services on behalf of NHS Ayrshire & Arran, for the period of April to 30 June 2024.</p> <p>Members noted the contents of the report.</p>	
20.	<p><u>2023/24 Annual report – Duty Of Candour</u></p> <p>Ms Amanda McInnes presented East Ayrshire’s Health and Social Care Partnership’s Duty of Candour Annual Report 2023/24 for consideration.</p> <p>It was noted that the 31st of March each year concludes the latest year for which Social Work and Social Care organisations are required to report where the Duty of Candour procedure has been activated or to otherwise confirm a null report. This report covers the period 2023/24 and confirms a Null report for EA HSCP.</p> <p>The Board noted the report and agreed the following recommendations:</p> <ol style="list-style-type: none"> i. To note and comment on the 2023/24 Duty of Candour Annual Report. 	
21.	<p><u>2023/24 Complaints Annual Report For Social Work Complaints and IJB Complaints</u></p> <p>Ms Amanda McInnes presented the report for Social Work and IJB complaints for the year 2023/24. The report had been presented to the Audit and Performance Committee on 6 August 2024.</p> <p>It was noted that although the number of complaints being received has increased and more complaints are being referred to SPSO, timescales are reducing and the number of stage 2 and escalated complaints being closed within timescales has also increased. From a qualitative perspective, SPSO feedback has been positive.</p> <p>It was noted that once again there have been no IJB complaints received.</p> <p>Dr Das advised of emerging themes coming out of complaints and how it ties up with current challenges and whistleblowing.</p>	

	The Board noted and commented on the report.	
22.	<p><u>Governance Papers</u></p> <ul style="list-style-type: none"> • AUDIT & PERFORMANCE COMMITTEE – 28 MAY 2024 • HEALTH, CARE & GOVERNANCE GROUP – 23 APRIL 2024 • PARTNERSHIP FORUM – 16 MAY 2024 • RISK MANAGEMENT – 23 MAY 2024 • STRATEGIC PLANNING GROUP – 05 JUNE 2024 	
23.	<p><u>AOCB</u></p> <p>Nothing to discuss.</p>	
24.	<p><u>Date Of Next Meeting</u></p> <p>25 September 2024 at 2pm, MS Teams</p>	