

Minute of Integration Joint Board Meeting

Date: 11th September 2024

Time: 2pm

Place: Elgin House, Dalmellington Road, Ayr

Present

Jean Ford – Voting Member, NHS (Interim Chairperson)
 Cllr Hugh Hunter – Voting Member, SAC
 Cllr Julie Dettbarn – Voting Member, SAC (via surface hub)
 Cllr Cameron Ramsay - Voting Member, SAC (via surface hub)
 Neil McAleese – Voting Member, Non-Executive, NHS
 Liam Gallacher – Voting Member, Non-Executive, NHS

In Attendance

Tim Eltringham - Director of Health and Social Care, HSCP
 Gary Hoey - Chief Social Work Officer, HSCP
 Billy McClean – Head of Children’s Health, Care and Justice Services, HSCP
 Mark Inglis - Head of Children’s Health, Care and Justice Services, HSCP (via surface hub)
 Lisa Duncan - Chief Finance Officer, HSCP
 Louise Gibson - Lead Allied Health Professional Advisor, HSCP
 Sheila Tyeson – Senior Manager, Planning and Performance, HSCP
 Glenda Hanna – Independent Sector Representative, Scottish Care
 Rosemary Robertson – Associate Nurse Director, NHS
 Elaine Young – Head of Health Improvement/ Assistant Director of Public Health, NHS
 Martin Rogan – Representative for Carers
 Vicky Campbell – Business Intelligence Team Leader, HSCP
 Mark Halpin - Principal Social Worker, North Locality & Hospital Team, HSCP
 Lesley Robbins - District Nurse Specialist, NHS
 Angus Brown - Audit Scotland
 Andrew Kerr - Audit Scotland
 Marie Oliver – Third Sector Representative, VASA
 Steven Kelly – Quality Assurance Officer, HSCP
 Lesley Reid – Senior Manager (Localities), HSCP
 Gavin Kennedy – Wallacetown Co-ordinator
 Dawn Parker – Corporate Parenting Lead Officer
 Philip Hulme – Clinical Director, HSCP
 Nadine McCall - Administration Assistant (minute taker), HSCP

Jean Ford – in the Chair

Agenda	Discussion	Action
1.	<p>Welcome/ Apologies/ Membership Updates</p> <p>Apologies were received on behalf of Lisa McAlpine and Frances Ewan.</p> <p>Membership updates provided:</p> <ul style="list-style-type: none"> • Jean Ford – new interim IJB Chairperson replacing Linda Semple • Neil McAleese – interim NHS Representative (voting member) replacing Jean Ford 	
2.	<p>Declarations of Interest</p> <p>There were no declarations of interest to note.</p>	
3.	<p>Minute of Previous Meeting</p> <p>Minute from meeting on 12th June 2024 was agreed as an accurate record of the meeting and reports from 12th June 2024 were approved.</p>	
4.	<p>Chief Officer's Update</p> <p>T Eltringham advised that this report provides an update to the South Ayrshire Integration Joint Board on behalf of the Chief Officer on items that do not merit a full report, but the Board may wish to note and highlighted some key areas from the circulated report.</p> <p>T Eltringham continued to inform that Steven Kelly – Quality Assurance Officer, HSCP, Mark Halpin - Principal Social Worker, North Locality & Hospital Team, HSCP and Lesley Robbins - District Nurse Specialist, NHS were in attendance at today's IJB Meeting to provide a presentation on Getting it Right for Everyone (GIRFE) / Multi-Disciplinary Team (MDT) and a Service Users Story.</p> <p>S Kelly informed that as key partner in the GIRFE Programme in South Ayrshire they carried out engagement work with individuals with lived experience and staff teams. S Kelly explained that a toolkit was developed and is now in full format. S Kelly advised that the toolkit contains key areas that the public have raised as areas that need to be improved.</p> <p>One area was in relation to how teams work together so the service being delivered is consistent and avoids duplication and</p>	

	<p>also how plans are combined and coordinated.</p> <p>S Kelly Worked with the Social Work Nursing Teams in Troon to develop Getting It Right for Everyone (GIRFE) and to look at how they can best embed the principles of the toolkit into the teams.</p> <p>M Halpin shared GIRFE presentation on screen and explained that GIRFE is a national programme designed by the Scottish Government with the aim of delivering a more efficient and effective model of health and care services for adults across Scotland.</p> <p>M Halpin explained that the aim of GIRFE is to embed inter-agency working with effective co-ordination that supports a person to achieve their outcomes whilst working with Health and Social Care services.</p> <p>M Halpin shared a case study which describes a young adult considered as both a vulnerable and frail adult describing the approach taken and the services put in place to promote his wellbeing, safeguard and reduce ongoing risks. M Halpin highlighted the action taken in this situation and the positive impact working together as a Multi-Disciplinary Team (MDT) had on this individual.</p> <p>B McClean highlighted that MDT has been around for a while however has never been coordinated by a Lead which the role that is beginning to make a difference.</p> <p>S Kelly noted that the best person to lead and co ordinate is the person with the best rapport with the individual and advised that this is a more intense MDT model which they are currently piloting in Troon and taking any learning from it.</p> <p>The Board commended this inspiring story and the work that is ongoing.</p> <p><i>M Halpin and L Robbins left the meeting.</i></p>	
5.	<p>Summary briefing from other Governance Meetings (if available/relevant)</p> <p>There were none to note.</p>	
Items for Agreement		
6.	<p>Integration Joint Board Annual Performance Report 2023 – 2024</p> <p>V Campbell advised that the purpose of this report is to seek approval of South Ayrshire IJB Annual Performance Report</p>	

	<p>spanning the year 2023-2024.</p> <p>V Campbell informed that the draft report was issued to J Ford and Cllr Hunter on 25th July 2024 for review prior to submission to Scottish Government. The report was subsequently agreed at Performance and Audit Committee on 6th August 2024.</p> <p>The submission timeline has returned to pre-covid arrangements requiring submission by 31st July 2024.</p> <p>V Campbell advised that this year's report highlights over the past year, the significant progress achieved in remodelling community-based services, improving collaboration through the "Team around the Locality" model, and addressing key challenges like delayed hospital discharges and the provision of care in community settings.</p> <p>Notable successes include reduced hospital admissions, the expansion of supported living projects, and the innovative "Family First" approach, which has kept more children in their communities.</p> <p>V Campbell expressed that they continue to strengthen partnerships and engage with local communities, particularly through initiatives like the Ageing Well Strategy and our collaboration on the "Caring for Ayrshire" program. Overall, the report reflects the partnerships commitment to delivering high-quality, person-centred care, despite the challenges faced, and outlines our priorities for the coming year.</p> <p>V Campbell noted some key performance highlights:</p> <ul style="list-style-type: none"> ➤ Emergency Department Attendance (Under 18s): A significant reduction of 18.1% in attendance, exceeding the target of reducing growth to 3%. ➤ Unplanned Admissions (18+): A decrease of 7.6%, which surpasses the 10% reduction target. ➤ End of Life Care (Last 6 Months in the Community): An increase of 0.4 percentage points, showing progress in keeping individuals in community settings during the last six months of life. ➤ Delayed Discharges (18+): Although there was a 96.1% increase in delayed discharges, improvements have been made through targeted services like the Hospital at Home program, reablement services and discharge to Assess Beds (DTABs). These efforts have helped reduce the number of delayed transfers from 176 in January 2023 to 60 by March 2024. ➤ Falls Rate (65+): A reduction in the falls rate to 19.1 per 	
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	<p>1,000 population from 24.9 in previous years.</p> <p>V Campbell advised that in summary, the 2023-24 Annual Performance Report highlights both the partnerships significant achievements and ongoing challenges. Through the successful implementation of new community-based structures, strengthened partnerships, and innovative service delivery models, they are continuing to improve the quality of care and outcomes for the people of South Ayrshire.</p> <p>V Campbell reported that looking ahead, the partnership remains committed to addressing challenges like delayed discharges and meeting the growing needs of our aging population and the focus is on ensuring that every service provided is delivered in a way that puts the wellbeing of South Ayrshire citizens at the forefront, empowering them to live well at every stage of life.</p> <p>V Campbell thanked all staff and partners, who have made these achievements possible, and looked forward to the Board's continued support as they build on this progress in the coming year.</p> <p>S Tyeson thanked V Campbell for the huge amount of work put into this since coming in to post in November 2023 and expressed the difficulty in evidencing all of the good work when there is a huge amount of data to gather.</p> <p>J Ford advised that she found the report very well put together, told a story and gives a chance to look back and reflect on the all the good work that has been ongoing. J Ford expressed her appreciation for the amount of time spent on this report and thanked all who have contributed.</p> <p>The Board noted the content and approved the recommendations of the report.</p>	
<p>7.</p>	<p>Budget Monitoring Period 3 (as at 30th June 2024)</p> <p>L Duncan advised that the purpose of this report is to advise the IJB of the projected financial outturn for the financial year as of 30th June 2024. The report will also provide an update on progress made against approved savings and movements on the annual approved budget for 2024-25. Request for approval on use of reserves, and requests for funding from the Improvement and Innovation Reserve Fund, and budget virements for approval are also included.</p>	

	<p>L Duncan informed that the projected outturn as at the end of June 2024 is an overall overspend of £1.368m. L Duncan broke down the overspend per service area as fully detailed within the circulated report.</p> <p>L Duncan continued to advise that as part of the budget for 2024-25 approval was given for £700m to be earmarked for secure placements within Children’s Services, based on an unexpected increase at the end of the last financial year. L Duncan explained that the current projected underspend in the secure accommodation budget would meet the cost of an additional placement this financial year.</p> <p>L Duncan advised that due to an unexpected increase in adult residential care home placements, approval is requested to transfer £700k to physical disability residential placements.</p> <p>It was noted that a request to transfer £500k remaining from Biggart Hospital reserve intended for additional community care capacity has been made to meet the overspend in care home costs.</p> <p>L Duncan continued by informing that approval is requested to earmark £652k of income over, recovered from Home Office to support Unaccompanied Asylum-Seeking Children, due to support being provided from HSCP own commissioned services.</p> <p>L Duncan asked the Board to note the Improvement and Innovation Highlight report circulated and advised, that to date, £3.419m has been committed to approved projects.</p> <p>L Duncan advised the key financial risks are noted at 4.16 within the circulated report and advised that the risks will continue to be monitored during the year through the budget monitoring process and operational performance reports. L Duncan informed that the IJB is in a position this year that reserves are available to help mitigate any financial challenges that arise, however noted that there is a balance that needs to be achieved in utilising reserves to support transformation and to assist in longer term financial sustainability.</p> <p>N McAleese queried recommendation 8 within the report regarding budget virements. L Duncan advised that there were none applicable at this point in time.</p> <p>N McAleese advised that the Chief Officer of East Ayrshire will be requesting a recovery plan for the community equipment store overspend.</p>	
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	<p>L Duncan advised a report is going to Special Projects Officers Group (SPOG) which is attended by all Chief Officer's to provide information on the overspend and recommendations in how to address this matter.</p> <p>Cllr Hunter advised that he agreed the recommendations. Cllr Hunter noted that unpalatable decisions would have to be made when looking at the budget for 2025-26 to ensure next years budget meets the needs that are currently not being met in this years budget.</p> <p>The Board noted the content of the report and agreed the recommendations.</p>	
8.	<p>Children's Social Care Pay Uplift 2024-25</p> <p>L Duncan advised that the purpose of this report is to provide details on the Children's Social Care Pay Uplift policy introduction by Scottish Government, in line within commitment made in the Programme for Government 2023 to 2024.</p> <p>The report seeks approval to implement children's services contract uplift backdated to the 1st of April 2024 to those services in scope.</p> <p>L Duncan informed that this paper had been approved by Chair and Vice Chair of the IJB via email in July to ensure no delay in implanting uplifts to providers.</p> <p>L Duncan asked the Board to agree the recommendations as detailed within the circulated report.</p> <p>The Board noted the content of the report and approved the recommendations.</p>	
9.	<p>South Ayrshire IJB Audited Annual Accounts 2023-24</p> <p>L Duncan advised that the Annual Accounts have now been audited by Audit Scotland and are being brought to the IJB for consideration and approval.</p> <p>L Duncan noted that the Audit Scotland Annual Audit Report will be presented next on the agenda and advised that this has been circulated to the Performance and Audit Committee for review and opportunities for any questions.</p> <p>The Board noted the content of the Annual Accounts 2023 – 24 report and approved the recommendations.</p>	

<p>10.</p>	<p>South Ayrshire IJB Annual Audit Report 2023-24 - Audit Scotland</p> <p>A Kerr, Audit Scotland advised that this is the second year of their appointment as auditors for South Ayrshire IJB. A Kerr explained that as auditors they usually attend Performance and Audit Committee to present the report, however due to timing reasons this was not possible.</p> <p>A Kerr explained that this report summarises the findings arising from their 2023-24 audit of South Ayrshire Integration Joint Board. A Kerr noted that the scope of the audit was set out in our 2023-24 Annual Audit Plan presented to the Performance and Audit Committee on 20th February 2024 and comprises of the following:</p> <ul style="list-style-type: none"> • significant matters arising from an audit of the IJBs annual accounts • conclusions on the following wider scope areas that frame public audit as set out in the code of audit practice 2021: financial management • financial sustainability • vision, leadership, and governance • use of resources to improve outcomes. • a review of the arrangements put in place by the ijb to secure best value <p>A Kerr advised that whilst recognising the challenging financial environment, overall, their points reflect positively on the organisation, expressing that there were no significant findings to report on the Annual Accounts.</p> <p>A Kerr expressed his thanks to L Duncan for her cooperation throughout this year's Audit and advised that the report can be signed off following today's IJB Meeting with final sign off planned for end of September 2024, which A Kerr advised is a positive position to be in.</p> <p>T Eltringham noted his appreciation to Audit Scotland for their recognition of the positive work that has been undertaken. T Eltringham expressed his slight disappointment at the narrow reference to the national outcomes, where it is known that South Ayrshire are vulnerable due to delayed transfers of care and are the largest ageing population in Scotland and advised that he would have been keen to have broader reference to outcomes across Children's Services and other areas.</p>	
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	<p>T Eltringham suggested presenting this to the Council Audit and Governance meeting for information only.</p> <p>J Ford expressed that this report reflects very positively on management and thanked A Kerr and A Brown for their attendance at today's meeting.</p> <p><i>A Kerr and A Brown left the meeting.</i></p>	
<p>11.</p>	<p>Update on Locality Working in Ayr North</p> <p>L Reid advised that the purpose of this report is to provide an update to IJB members in relation to work that has been progressing in the Ayr North area.</p> <p>L Reid informed that over a year ago when localities were forming, a paper was presented to IJB focusing on the impact of geographical changes and the continued focus required in the Ayr North area in particular.</p> <p>The key aspect at that point was looking for support from IJB for GIRFAN. L Reid explained that they welcomed the opportunity to return to IJB Meeting today with a wide paper and explained that she will pick up on the two areas which she has provided input to.</p> <p>L Reid informed that the Ayr North Locality geographical area now covers Whitletts and a small portion of Ayr town centre.</p> <p>L Reid advised that in terms of the last 9 months there has been a huge amount of engagement work across the area, supported by Public Health Scotland and Public Health Department to provide data that is needed for this work. L Reid informed that there were numerous workshops held and engagement with established groups to gather as much information which helped them produce the Locality Plan for Ayr North.</p> <p>L Reid highlighted the key priority areas reflected in the Locality Plan for Ayr North as:</p> <ul style="list-style-type: none"> • Promoting Good Mental Health and Wellbeing • Supporting an inclusive economy that reduces poverty and inequality. • Reducing harms from Alcohol, Tobacco, and Drugs • Supporting our ageing communities <p>L Reid continued to advise that the LPP welcomed a new Chair –</p>	

	<p>Gavin Kennedy in June 2024, who has reinvigorated the work in Ayr North.</p> <p>L Reid explained that the LPP is taking a thematic approach to the work of the group, with monthly meetings focussing on one of the four priority areas at a time.</p> <p>L Reid advised that there has been good support from local services to the refreshed LPP. But work is required to increase the local community contribution and that herself and G Kennedy are keen to work in tandem, with a vision over the next year to work with the community and build people's confidence to attend meetings and contribute.</p> <p>G Kennedy advised that he has been in post since March 2024, prior to this there was no Community Coordinator in place for some months. G Kennedy explained that the focus of his work is on Wallacetown and trying to improve outcomes for the people living in this area. There has been some progress made however more focused work is required.</p> <p>G Kennedy informed that the focused work in Wallacetown has been ongoing for a year now and there has been great progress in many areas. The 2021 Wallacetown Residents survey indicated that the top six priorities for the community were:</p> <ul style="list-style-type: none"> • Drug dealing • Crime and anti-social behaviour • Safety when out and about • Litter and fly-tipping • Dog-fouling • Safety at home <p>G Kennedy reported that they are engaging directly with residents of Wallacetown community to build trusting and meaningful relationships. They are also responding to the needs of residents and supporting residents to feel safe at home.</p> <p>G Kennedy advised that they work in partnership with other relevant services to improve health inequalities and working hard to improve outcomes and minimise the impact of poverty of those in the community.</p> <p>G Kennedy continued to inform that Days of Action work with Community Planning Partners commenced in July 2023 and in terms of the impact of this work the total financial gain amounted to £320k within the year.</p> <p>They also engaged with 689 through this work and opened 1538</p>	
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	<p>cases and also made 1759 referrals to various other services.</p> <p>G Kennedy advised that the launch of GIRFAN will further strengthen the connection with Working for Wallacetown and HSCP to improve health inequalities and make Wallacetown a place where people are safe, happy and choose to live.</p> <p>G Kennedy highlighted some of the results from a recent resident feedback survey which indicates they are meeting the priorities of the residents with the pro-active work in the community and that the community led approach is resulting in positive changes.</p> <p>L Reid explained that herself and K Anderson were meeting this week to look at an opportunity to place a submission for funding to allow them to have a wider approach to use liberated method to consider how they can work more closely and consistently with people.</p> <p>The Board noted the content of the report and commended the work that has been ongoing in the Ayr North Locality.</p>	
<p>12.</p>	<p>Locality Plans</p> <p>L Reid advised that the report provides detail of the development of Locality Plans for the 6 localities across South Ayrshire Health and Social Care Partnership.</p> <p>L Reid explained that the Locality Plans have been developed through a clear communication and engagement process, aligned to consideration of population data, national and local policy and context, health and care standards and professional advice.</p> <p>The Locality Plans reflect locality planning, priorities and actions for the forthcoming 12 months.</p> <p>L Reid noted that the plans were presented to the Strategic Planning Advisory Group in June where they were approved and were being presented to the IJB for information, pending approval at the CPP initially.</p> <p>L Reid explained that they took the same approach across all 6 localities for the plans, however there had not been the same level of engagement in terms of development of the Troon Locality Planning Partnership, however, there has been a recent interest of involvement from the Troon community, and they are working to get the plan in place.</p> <p>L Reid informed that they used the Team Around the Locality approach to engage with local communities, holding workforce</p>	

	<p>events in the areas looking at some of the priorities.</p> <p>Respective plans have now been written all with actions aligned to them. Senior Managers for each locality area will be responsible for the plans, and discussions are ongoing with colleagues in terms of monitoring of the plans and data management.</p> <p>A discussion will take place at DMT regarding the future of LPP updates at meetings.</p> <p>T Eltringham informed that actions plans should be uploaded to Pentana and taken to Performance and Audit Committee for monitoring.</p> <p>The Board noted and agreed the content of the report.</p>	
13.	<p>Governance Meeting Dates 2025 – 26</p> <p>S Tyeson informed that this report offers proposed dates for Governance Meetings planned and scheduled to allow the IJB to carry out formal business activity as required. Furthermore, this reports details proposed dates for other meetings which form the Health and Social Care Partnership/Integrated Joint Board Governance framework.</p> <p>The Board agreed the proposed meeting dates for 2024 – 2025.</p>	
For Information to IJB		
14.	<p>Update on “The Promise”</p> <p>D Parker provided an update on the work of The Promise.</p> <p>D Parker explained that The Promise sits within National Framework and is rooted in voices of those with live experience of care.</p> <p>D Parker explained that the local response is The Parenting Promise, which has also substituted the Corporate Parenting Plan and informed that the associated action plan for The Parenting Promise is reported on through PAC.</p> <p>D Parker informed that the road map visual within presentation shared for today provides a summary and shows key areas and changes where they have managed to make an impact between 2021 – 24.</p> <p>D Parked advised that they are at the end of plan for 2021 – 2024 an about to move on to 2024 – 2030.</p>	

	<p>Cllr Hunter commended the great work of D Parker and her team.</p> <p>M Inglis informed that where they are in South Ayrshire is nationally leading and advised that there is a strong evidence base in terms of the benefits tracker which shows the difference they are making in young people's lives.</p> <p>J Ford commended this work and thanked D Parker for her update at today's meeting.</p>	
15.	<p>Audit Scotland Report on IJB's Finance and Performance 2024 (sector - wide report)</p> <p>L Duncan advised that the purpose of this report is to present the findings and recommendations included in the Accounts Commission's report prepared by Audit Scotland on IJB's Finance and Performance 2024 published in July 2024.</p> <p>L Duncan noted that this report has been to PAC and is being brought to IJB to note the findings and recommendations from Audit Commissions report and to note the actions that have taken place or will be progressed in line with the recommendations.</p> <p>The Board noted the content and recommendations of the report.</p>	
	Items for noting	
16.	NHS Ayrshire and Arran Delivery Plan 2024 – 25	
17.	Whistleblowing Annual and Quarter 1 Report	
18.	<p>Minutes for noting: <i>Performance & Audit Committee – 28th May 2024 (approved at PAC on 6th August 2024)</i></p>	
	Any other Business	

Date of Next Meeting – Wednesday 9th October 2024