

<b>Meeting</b>	<b>Integration Joint Board (IJB)</b>
<b>Date, Time and Place</b>	<b>Thursday 5 September 2019 at 2pm Council Chamber, Town Hall, Lerwick, Shetland</b>
<b>Present [Members]</b>	<p><b><u>Voting Members</u></b>  Natasha Cornick  Allison Duncan  Jane Haswell  Emma Macdonald  Robbie McGregor  Shona Manson</p> <p><b><u>Non-voting Members</u></b>  Josephine Robinson, Interim Chief Officer/Interim Director of Community Health and Social Care  Jim Guyan, Carers Strategy Group Representative  Catherine Hughson, Third Sector Representative  Denise Morgan, Interim Chief Social Work Officer  Edna Watson, Senior Clinician – Chief Nurse – Community, NHS  Pauline Wilson, Senior Clinician: Local Acute Sector, NHS  Karl Williamson, Chief Financial Officer</p>
<b>In attendance [Observers/Advisers]</b>	Sheila Duncan, Management Accountant, SIC Caroline Laing, Trainee Solicitor, SIC Peter McDonnell, Executive Manager - Adult Social Work, SIC Jan Riise, Executive Manager - Governance and Law, SIC Hazel Sutherland, Head of Planning and Modernisation, NHS Leisel Malcolmson, Committee Officer, SIC <i>[note taker]</i>
<b>Apologies</b>	<p><b><u>Voting Members</u></b>  None</p> <p><b><u>Non-voting Members</u></b>  Susanne Gens, Staff Representative, SIC  Martha Nicolson, Chief Social Work Officer  Ian Sandilands, Staff Representative</p> <p><b><u>Observers/Advisers</u></b>  None</p>
<b>Chairperson</b>	Natasha Cornick, Chair of the Integration Joint Board, presided.
<b>Declarations of Interest</b>	None.

28/19	<b>Financial Monitoring Report to 30 June 2019 (Including progress against 2019/20 Recovery Plan)</b>
<b>Report No. CC-31-19-F</b>	<p>The IJB considered a report by the Chief Financial Officer that presented the Financial Monitoring Report to 30 June 2019, including progress against the 2019/20 Recovery Plan.</p> <p>The Chief Financial Officer introduced the report and provided an update on the report advising on the variances within both organisation, and on progress against the recovery plan at paragraphs 4.7 and 4.10. In addressing the options available in section 1 of the report the Chief Financial Officer advised that option three was the most realistic and that a business case to the NHS for additional one-off funding was required. He said that it was important for improvements to be made for better budget setting in order to avoid the same position being brought before the IJB again next year.</p> <p>During discussions there was a number of questions on the need to improve the budget setting to ensure that the IJB is not in the same position as previous years. The Interim Chief Officer said however that it may be possible to do that this year but there needed to be structure around how that is done. The Interim Chief Officer referred to Pharmacy and the under resourcing of pharmacist as an example where the savings forecast may not be realised.</p> <p>The IJB discussed at length the issues around Pharmacy and the challenges in prescribing, as well as the shortages of some medications, the increased cost of purchasing medicines and the impact that Brexit would have on any savings made going forward to the end of the year. Officers confirmed that innovative solutions were being sought around recruitment but that there was no expectation of stockpiling and no over prescribing was necessary but guidance was being awaited from the Scottish Government. Following the request of an update report to the IJB it was advised that a short term Working Group had indicated there were no concerns going forward and that it was expected that any further reports would be on an exception basis. Advice was extended by the Executive Manager – Governance and Law in terms of reporting updates to the IJB and the added pressure to Officers workload this would create. It was suggested that reporting on exceptions meant that Officers had no concerns but that they would report when necessary and where possible the use of briefings would allow Officers to keep members updated without delay. He added that the use of seminars would allow the IJB focussed discussion as required, and it was important not to deflect staff from their work to report when there are no matters of concern.</p> <p>In responding to a question on any increases to medication</p>

prices assurance was given that there were groups currently discussing these matters and after hearing more detail in this area, the IJB accepted that there was sufficient detail provided here therefore no further briefing was required.

During discussion around Self Directed Support costs it was suggested that a case could be made to ask the Scottish Government for more funding. It was noted that the service is tied into the whole redesign process to enable individuals to hold their personal budget. The IJB were advised that the redesign was part of ongoing work. Caution was expressed in regard to asking for more funding from the Scottish Government as Shetland is no different from any other Local Authority area with the same issues. The Interim Chief Officer said that there is a current state of imbalance with dependency on traditional services and the position will not improve until the balance is changed.

In responding to a question on whether more staff were required to accelerate the recovery plan the IJB were advised that one shortfall is in Pharmacy and therefore more resources may be needed. The Chief Financial Officer said that more Primary Care funding will be available in 2020/21 and that more of it could be directed towards Pharmacy during the budget setting process. He further explained that the costs in terms of Locums was being addressed through a GP hub where a bank of Salaried staff would work for short term periods providing better value for money. The Interim Chief Officer added that the “Rediscover the Joy” initiative was paying off and that the Primary Care Redesign, in conjunction with GP contracts would be reported on, later in the year. The Chair noted however that whilst there was pressure in terms of Locum costs she highlighted that there are overspending in areas where there are GPs in substantive posts. She said that there has to be smarter budgeting and where there is a Service Level Agreement there has to be a budget for it otherwise it is likely to fail from the beginning.

During further discussion it was suggested that too much focus is put on spending rather than ways of working differently and the use of locums out of hours was given as an example where doing something different is necessary. The need for Doctor out of hours is still there but the question is how that can be delivered differently.

Reference was made to the UK Governments additional funding for Health and Social Care of £1.2bn for Scotland. The IJB heard however that it was too early to report on how that may affect Shetland, but the IJB will be informed as information becomes available.

In summarising the discussion the Chair said that the recovery plan is doing as good as it can and one off savings

	are happening therefore submitting more reports was not a wise move. Mrs Cornick moved that the IJB approve recommendation 1.2 bullet point 2. Mrs Macdonald seconded.
<b>Decision</b>	The IJB INSTRUCTED the Chief Officer and Chief Financial Officer to begin preparing business cases to SIC and NHSS to request additional funding to cover the projected year-end financial variance.

<b>29/19</b>	<b>Performance Overview, Quarter 1: April - June 2019 and Performance Directions</b>
<b>Report No. CC-32-19-F</b>	<p>The IJB considered a report by the Interim Director of Community Health and Social Care / IJB Chief Officer and Head of Planning and Modernisation, NHS Shetland that presented an overview of progress towards delivering on the Strategic Plan.</p> <p>In response to a question the Senior Clinician – Chief Nurse provided an update on Community Nursing at Appendix 2.6 and explained that generally there had been no reduction in nursing budget for the establishment, however there are gaps in general practice nursing in some areas such as Scalloway, Brae and Unst. She went onto explain that interviews were scheduled but there had been some use of other staff, to help support those areas, as well as from the travel health service.</p> <p>In response to a request the Interim Chief Officer confirmed that the IJB would be advised of the timeline for work highlighted in regard to Unpaid Carers. In regard to data management and data collection it was noted that this is done by different people during carers assessments. It was acknowledged that this was being considered and in terms of outstanding assessments the IJB were advised that there are pressure points but these will be alleviated in the next two months as more staff come in.</p> <p>In terms of the sickness statistics Officers were asked if anything was being done differently to achieve the improvements seen. The Interim Chief Officer advised that staff continue to work within existing policies to support staff back to work.</p> <p>A typographical error was noted at Appendix 1-D at CN001 Anticipatory Care Plans in Place which is to be corrected for future reporting.</p> <p>A question was asked in regard to the minimum age of individuals accessing the Substance Misuse Recovery Service and in the absence of a clear answer the IJB were advised to refer to a briefing provided by Health</p>

	<p>Improvements earlier in the year. The IJB was reminded that Members were welcome to approach services directly out with the IJB meetings on specific questions.</p> <p>Reference was made to the meals-on-wheels service being provided in house and it was noted that as well as saving money there was benefit from the social interaction received from staff which means that better quality of care is being provided.</p> <p>The Vice-Chair paid tribute to the work of the Citizens Advice Bureau in terms of funding they successfully sourced as well as their work performance.</p> <p>Mr McGregor declared an interest for his community role in pharmacy and asked whether “Community Pharmacy First”, had been rolled out to all areas. The Interim Chief Officer said that she would take that comment back to the Director of Pharmacy.</p> <p>Following further questions on a number of subjects, it was agreed that the Risk Register Review and Poly Pharmacy update would be provided in seminars, and that the Falls Prevention update would be provided either in a Seminar, if required, or through performance reporting considering other ways of demonstrating success.</p>
<b>Decision</b>	The IJB NOTED the Shetland Islands Health and Social Care Partnership’s Strategic Commissioning Plan 2019-2022.

<b>30/19</b>	<b>Review of Shetland Islands Health and Social Care Partnership Integration Scheme</b>
<b>Report No. CC-36-19-F</b>	<p>The IJB considered a report by the Christine Ferguson, Director of Corporate Services, Shetland Islands Council, Jo Robinson, Interim Chief Officer IJB and Hazel Sutherland, Head of Planning and Modernisation, NHS Shetland that presented the approach to the Review of the Shetland Islands Health and Social Care Partnership Integration Scheme.</p> <p>The Head of Planning and Modernisation introduced the report and advised that this and the following item on the agenda were closely linked. She advised that the report set out the history of the document and explained the process in terms of options appraisal, assessment and proposals. Reference was made to paragraph 2.11, Unscheduled Care and it was explained that set aside arrangements were being considered and the IJB were advised that the view was taken that the complexities in this area were worth drawing out. The Head of Planning and Modernisation said that Officers were at the start of the review process so there was no detail yet but the process would be as open and as wide as possible. She said it was important to ask people what matters to</p>

	<p>them rather than what is the matter with them.</p> <p>During discussions the need for engagement to be open, transparent was noted and that people need to understand what the IJB's role is before asking them for their input. Reassurance was provided that this would be done in tandem and that creative ways of working was needed in order to make as strong a contribution as possible. It was noted that there was a lot of work going on across care and health in supporting lifestyle choice. The IJB were advised that there are a number of free video links that could be used to inform the public on the IJB's role.</p> <p>In response to a question on whether the Third Sector is to be included on the Liaison Group or consulted as a Stakeholder, the Head of Planning and Modernisation said that she would pass that comment on to the next meeting of the Liaison Group for their consideration.</p> <p>The Head of Planning and Modernisation also confirmed she is involved in the National Support groups for IJBs so there is good communication with the IJBs in other areas.</p> <p>The IJB noted that this report would be presented to the NHS and the Council's Policy and Resources committee for approval.</p>
<b>Decision</b>	<p>The IJB NOTED the information in this report and appendices, and that IJB members, individually or through their nominated organisations, will be invited to participate in the review process.</p>

<b>31/19</b>	<b>Integration Self Evaluation Development Plan</b>
<b>Report No. CC-34-19-F</b>	<p>The IJB considered a report by the Christine Ferguson, Director of Corporate Services, Shetland Islands Council, Jo Robinson, Interim Chief Officer IJB and Hazel Sutherland, Head of Planning and Modernisation, NHS Shetland that presented the Integration Self Evaluation Development Plan.</p> <p>The Head of Planning and Modernisation introduced the report and explained the process undertaken in producing the Development Plan and it was noted that a sixteen month time period was agreed to move to established practices in the IJB.</p> <p>The Head of Planning and Modernisation advised that the review of the Strategic Plan would be presented next cycle.</p> <p>(Dr Wilson left the meeting)</p> <p>During discussion, a request was made that, in addition, the Action Plan needs to be strengthened under the</p>

	<p>“Meaningful and sustained Engagement” Area in particular to ensure that additional service user / patient information training is embedded into the plan and that this should be done with partners.</p> <p>Ms Manson moved that the IJB approve the recommendations contained in the report. In seconding Ms Haswell noted the additions mentioned during the discussion and seconded the motion.</p>
<b>Decision</b>	The IJB, AGREED the Development Plan in response to the Self Evaluation on Integration, as set out in Appendix 1.

<b>32/19</b>	<b>Shetland local partnership report on the ‘Thematic review of self-directed support in Scotland’</b>
<b>Report No. CC-33-19-F</b>	<p>The IJB considered a report by the Executive Manager, Adult Social Work, SIC, that presented the outcome of the thematic review of self-directed support in Scotland.</p> <p>The Executive Manager, Adult Social Work introduced the report and summarised the content therein. He advised that Service was rated satisfactory which means good, with improvements identified. He said that this was largely a positive report with clear evidence that investment in training staff in Shetland in the last four years has paid off, and there was now a good foundation to work from.</p> <p>Congratulations were extended to all those who contributed to this work and it was noted that this process was the way of the future.</p> <p>During questions reference was made to the action plan, workforce development and training that was being undertaken and in responding to a question the Executive Manager, Adult Social Work, confirmed there was a transition project and a transition working group, which included colleagues from Education, Children’s and Social, Adult Services, and Adult and Child Health.</p> <p>The IJB noted that much had happened since the last report in April. The Executive Manager, Adult Social Work said that the Self-directed Support Programme Board is cross sectoral and will hold Officers to account to progress the action plan, as will the IJB.</p> <p>Mr McGregor moved that the IJB approve the recommendations contained in the report, seconded by Ms Manson.</p>
<b>Decision</b>	The IJB APPROVED the Action Plan, attached as Appendix A,

	accepting that the improvements described therein will address the issues raised by the Care Inspectorate review of Self Directed Support (SDS) in Shetland.
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33/19	IJB Business Programme 2019 and IJB Action Tracker
<b>Report No. CC-35-19-F</b>	<p>The IJB considered and approved a report by the IJB Chief Officer that presented the business planned for the financial year to 31 March 2020 and which sought a review of the IJB Action Tracker.</p> <p>The IJB agreed that a wider update on infection control, particularly in care centres, would be discussed within a seminar with focus on public awareness.</p> <p>Action Tracker.</p> <ol style="list-style-type: none"> <li>1.Primary Care Improvement Update – Training issues to remain on tracker.</li> <li>2. To remain.</li> <li>3. To remain.</li> <li>4. Remove.</li> <li>5. Remove.</li> <li>6. Remove.</li> </ol> <p>Consider changing seminar dates as all dates clash with the Chief Social Work Officer Group meetings.</p>
<b>Decision</b>	The IJB APPROVED its business planned for the financial year to 31 March 2020 (Appendix 1) and REVIEWED the IJB Action Tracker (Appendix 2).

The meeting concluded at 3.40pm.

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Chair