
Minute of Integration Joint Board Meeting

Date: 12th June 2024

Time: 2pm

Place: Elgin House

Present

Cllr Hugh Hunter – Voting Member, SAC, (Chairperson)
Jean Ford – Voting Member, Non-Executive Director, 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
Lisa Duncan - Chief Finance Officer
Mark Inglis - Head of Children's Health, Care and Justice Services, HSCP
Phil White - Partnership Facilitator, NHS
Louise Gibson - Lead Allied Health Professional Advisor, HSCP
Sheila Tyeson – Senior Manager, Planning and Performance, HSCP
Rachael Graham – Planning and Performance Co-ordinator
Glenda Hanna – Independent Sector Representative, Scottish Care
Billy McClean – Head of Children's Health, Care and Justice Services, HSCP
Rosemary Robertson – Associate Nurse Director, NHS
Elaine Young – Head of Health Improvement/ Assistant Director of Public Health, NHS
Thomas Griffin – Digital Programme Manager
Martin Rogan – Representative for Carers
Kevin Anderson – Assistant Director, Corporate Policy, Strategy and Performance, Education, SAC
Kirsty Pyper – Planning and Performance Officer, HSCP
Jodie Hutton – Digital System Assistant, HSCP
Nadine McCall - Administration Assistant (minute taker), HSCP

Cllr H Hunter – in the Chair

Agenda	Discussion	Action
1.	<p>Welcome/ Apologies/ Membership Updates</p> <p>Apologies were received on behalf of Linda Semple, Cllr Julie Dettbarn, Karen Briggs, Ewing Hope, Frances Ewan, Dr Manuel Mahanth and Marie Oliver.</p> <p>Cllr Hunter advised that as the meeting is not quorate all agenda items will be considered/agreed and homologated at the next meeting.</p> <p>Cllr Hunter noted that this was P White's last IJB meeting and thanked him for his commitment and the work he had undertaken on behalf of the Board.</p>	
2.	<p>Declarations of Interest</p> <p>There were no declarations of interest to note.</p>	
3.	<p>Minute of Previous Meeting</p> <p>Minutes of the previous meetings held on 27th March 2024 and 3rd April 2024 were approved by the Board as an accurate record of the meetings.</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.</p> <p>T Eltringham highlighted some areas within the circulated report.</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>Strategic Plan – Progress Report 2021 – 2023</p> <p>R Graham shared a presentation on screen and advised that the purpose of this report and presentation is to provide the Board with an overview of a snapshot of some of the activities of the HSCP during the period 2021-2023 following the launch of the Strategic Plan in March 2021 and the accompanying bridging operational plan in 2021.</p> <p>R Graham advised that as part of statutory obligation as an IJB the HSCP must publish a Strategic Plan. R Graham informed that the</p>	

	<p>HSCP’s Strategic Plan is a ten-year vision for integrated Health and Social Care Services in South Ayrshire which sets out the objectives and how the Partnership will use their resources to integrate services in pursuit of national and local outcomes for which they are duty bound to meet.</p> <p>R Graham advised that at the time the Strategic Plan was drafted they were in the midst of the pandemic which they know presented challenging times across the sector. R Graham explained that at the time a bridging Operational Plan was put in place which details a number of operational actions across each of the service areas. The Operational Plan was reported on a 6 monthly basis through the Performance and Audit Committee (PAC) until a conclusion report was taken to the PAC in February 2024. The conclusion report provided service specific updates on each action and looks more at a broad overview in relation to some service area activity with a lens on the objectives specifically.</p> <p>R Graham informed that this report marks the close of the initial Operational Plan for this strategy and highlights key service development and improvements that have been implemented throughout the reporting period. R Graham explained that this was delayed due to resource within the team to draft and progress this report, so this is a retrospective picture of the position during that time period.</p> <p>R Graham advised that following a discussion with the DMT it was felt it would be useful to bring a broader overview and next steps to the IJB.</p> <p>R Graham informed that the 2023 – 2024 report is currently in draft and will be brought to the next IJB meeting.</p> <p>R Graham continued by giving an overview of the 7 Strategic Objectives which are detailed within the circulated report.</p> <p>T Eltringham expressed that this report along with the Annual Report and Financial Report gives a breadth of the activity the Partnership have been involved in.</p> <p>Cllr Hunter expressed his thanks to those who have contributed to this report.</p> <p>The board noted and agreed recommendations of the report – to be homologated at the next IJB Meeting.</p>	
7.	<p>Independent Advocacy Plan 2024 – 2029</p> <p>H Dearie advised that the purpose of this report is to seek approval of the new Independent Advocacy Plan covering the period 2024 – 2029.</p>	

	<p>H Dearie informed that South Ayrshire HSCP commenced the first stages of development of an advocacy strategy in 2018/19 and was delayed due to pressures from the Covid-19 Pandemic. The strategy was revisited again in 2022 but was not concluded due to capacity within the Planning and Performance team.</p> <p>H Dearie advised that in preparing the plan an engagement exercise was carried out with people who use advocacy, families and carers, staff, partners, and the communities we serve. A total of 147 people were engaged throughout the process.</p> <p>H Dearie explained that there were three key themes that emerged from the engagement exercise which informed the overnight group in developing the delivery plan. H Dearie informed that a South Ayrshire Advocacy Planning Group will be established to monitor and review the progress of the delivery plan as well as continually engage with communities to review outcomes.</p> <p>H Dearie highlight the proposed next steps, as fully detailed within the circulated report and welcomed any comments.</p> <p>G Hoey thanked H Dearie for her drive and guidance behind this strategy. G Hoey advised that H Dearie outlines a robust action plan to take things forward.</p> <p>G Hoey advised that he would be involved in the oversight groups and will progress the action plan and provide future updates.</p> <p>The Board noted the content of the report and agreed the recommendations in principle – to be homologated at the next IJB Meeting.</p>	
<p>8.</p>	<p>Equality Outcomes and Mainstreaming Report 2021 – 2023</p> <p>R Graham advised that this report sets out how the South Ayrshire IJB and Health and Social Care Partnership have met and contributed to the Public Sector Equality Duty.</p> <p>R Graham noted that a full Equality Outcomes and Mainstreaming Report (appendix 1) had been circulated.</p> <p>R Graham advised that it is recommended that the IJB note the contents of this report and the Equality Outcomes and Mainstreaming Report (Appendix 1).</p> <p>The Board noted content of this report.</p>	
<p>9.</p>	<p>Digital Strategy 2024 – 2029</p> <p>T Griffin advised that the purpose of this report is to present the</p>	

	<p>refreshed Digital Strategy 2024 - 2029 to the IJB. This refresh will allow the Partnership to continue workstreams from the previous strategy whilst incorporating additional workstreams and recognising the National Strategies.</p> <p>T Griffin shared a presentation on screen which looked at:</p> <ul style="list-style-type: none"> • Overview and Development • Workstreams Identified • Progress to date • Delivery Plan • Challenges and Risk • Partners in Programme <p>T Griffin expressed that there is a vision for this strategy and advised that here has been engagement with multiple stakeholders.</p> <p>T Griffin informed that this strategy is person centred and requires a strong foundation to succeed. T Griffin noted that it is recommended that the IJB notes the refreshed strategy and supports the content and workstreams in order for work to progress.</p> <p>T Eltringham thanked T Griffin for this strategy and expressed as an IJB, they recognise the opportunity they have in relation to approaching things from a digital perspective. T Eltringham noted that it is credit to the IJB that agreement was made to develop the post of the Digital Programme Manager that T Griffin currently holds and the resource that was put behind this.</p> <p>The Board noted the content of the report and agreed the recommendation which will be homologated at the next IJB meeting.</p>	
<p>10.</p>	<p>Communications Strategy 2024 – 2028</p> <p>K Pyper advised that the purpose of this report is to seek approval from the IJB of the new South Ayrshire HSCP Communications Strategy 2024 - 2028.</p> <p>K Pyper informed that the development of the Communications Strategy was agreed within the Strategic Plan. The strategy timeline was agreed by the Directorate Management Team on 6th September 2023.</p> <p>An initial update was provided to SPAG on 19th December 2023 and a further update including draft strategy on 19th March 2024.</p> <p>K Pyper emphasised that effective communication is at the heart of</p>	

	<p>achieving the vision of the South Ayrshire Health and Social Care Partnership.</p> <p>K Pyper advised that a key objective of the IJB's Strategic Plan is for the Health and Social Care Partnership to be transparent and listen to their communities.</p> <p>K Pyper informed that there has been a significant improvement in communications activities over the past 2 years, and they now required to formalise the communications processes and embed priorities to the work being taken forward.</p> <p>K Pyper explained that as part of the development of the Communications Strategy a number of engagement activities took place, and an Equality Impact Assessment was also undertaken as part of the process.</p> <p>K Pyper advised that is it recommended the IJB approved the Communications Strategy 2024 – 2028 and accompanying action plan.</p> <p>Updates on the Communications Strategy will be brought to both PAC and IJB on a yearly basis.</p> <p>The Board noted the content of the report and agreed the recommendation - to be homologated at the next IJB Meeting.</p>	
<p>11.</p>	<p>Year End Financial Outturn</p> <p>L Duncan advised that this report is asking the Board to note the year-end financial outturn of £7.292m underspend. L Duncan broke down the underspend as follows:</p> <p>Social Care Services - £5.273m underspend</p> <p>NHS Ayrshire and Arran - £0.840m underspend</p> <p>Lead Partnership - £1.179m underspend</p> <p>L Duncan explained that these underspends are prior to earmarking funds into 2024 – 2025.</p> <p>L Duncan advised that in comparison to Period 9, there is a favourable movement of £4.6m and detailed the reason for this as noted within the circulated report.</p> <p>L Duncan noted the recommendations as fully detailed within the circulated report.</p> <p>T Eltringham thanked L Duncan for this report, which clearly reflects the activity that has been undertaken and a lot of the transformation work that has been done. T Eltringham informed that there is an opportunity</p>	

	<p>to use resource in order to prepare for future situations. T Eltringham stated that a clear area of focus should be reducing waiting lists.</p> <p>L Duncan noted that the position just now for 2023 – 2024 is temporary.</p> <p>The Board agreed approval of earmarking and virements - to be homologated at the next IJB meeting.</p>	
12.	<p>Annual 2023 - 2024 Improvement and Innovation Progress Report</p> <p>L Duncan advised that the purpose of this report is to provide the IJB with an update on the Improvement and Innovation Fund Projects approved, to date, along with review of previously approved transformation projects.</p> <p>L Duncan informed that this report notes outcomes achieved to date on previously approved Transformation Projects and advised that she is seeking agreement to close of these projects as complete.</p> <p>L Duncan noted the recommendations as fully detailed within the circulated report.</p> <p>The board noted and agreed recommendations of the report – to be homologated at the next IJB.</p>	
13.	<p>IJB Draft Unaudited Annual Accounts 2023 - 2024</p> <p>L Duncan advised that the purpose of this report is to present the Draft Unaudited Annual Accounts for the IJB for 2023-24 Appendix 1.</p> <p>L Duncan noted the recommendations as fully detailed within the circulated report.</p> <p>L Duncan informed that in relation to Financial Governance and Internal Control, the regulations require the Annual Governance Statement to be approved by the IJB or a committee of the IJB whose remit include audit and governance.</p> <p>L Duncan explained that this will assess the effectiveness of the internal audit function and internal control procedures of the IJB. The Performance and Audit Committee on the 28th May 2024 approved the Internal Audit Annual Report and Statement on Internal Controls for 2023-24.</p> <p>L Duncan advised that annual accounts must be available for public inspection and noted that audited annual accounts will be presented to IJB in September 2024.</p>	

	The board noted content of the report and agreed the recommendations – to be homologated at the next IJB Meeting.	
14.	<p>Integration Joint Board Reserves Strategy Update</p> <p>L Duncan noted that the purpose of the report is to present to the IJB the updated IJB Reserves Strategy for approval.</p> <p>L Duncan explained that it is deemed good practice to review the Strategy and advised that it was last reviewed in 2021.</p> <p>L Duncan advised that there were no changes to the principles.</p> <p>The Board noted content and recommendations.</p>	
For Information to IJB		
15.	<p>Local Outcome Improvement Plan (LOIP)</p> <p>K Anderson advised that the purpose of this report is to seek IJB endorsement of the new Local Outcome Improvement Plan (LOIP) 2024-29, agreed by the Community Planning Board in April.</p> <p>K Anderson explained that In 2016, Part 2 of the Community Empowerment (Scotland) Act 2015 came into force which required each CPP to develop a Local Outcomes Improvement Plan (LOIP). The LOIP has the specific aim of identifying local outcomes which the CPP will prioritise as areas for improvement.</p> <p>K Anderson informed that the Community Planning Partnership (CPP) published it's first LOIP in 2017, which was then refreshed in 2019.</p> <p>The new LOIP was developed in partnership with all members of the CPP and led by the Strategic Deliver Partnerships Chair's Executive.</p> <p>K Anderson noted the recommendations for the IJB to endorse the new LOIP and note the new Integrated Impact Assessment, which were both circulated for today's meeting.</p> <p>Cllr H Hunter queried how Localities own LOIPs fit into this.</p> <p>K Anderson explained that locality actions plan fit into the needs of individual communities.</p> <p>The Board noted the content of the report and agreed the recommendations, which should be homologated at the next IJB meeting.</p>	

Items for noting/ Any other business		
16.	Performance and Audit Committee Minutes – 24th April 2024	
17.	Whistleblowing Quarter 4 Report	

Date of Next Meeting – Wednesday 11th September 2024