
Minute of Integration Joint Board Meeting

Date: 12th February 2025

Time: 2pm – 4.30pm

Place: Elgin House, Ailsa Hospital, Dalmellington Road, Ayr

Present

Linda Semple, Chair of IJB
Cllr Hugh Hunter – Voting Member, SAC (via surface hub)
Cllr Julie Dettbarn – Voting Member, SAC
Cllr Cameron Ramsay – Voting Member, SAC
Jean Ford – Voting Member, Non-Executive, NHS (via surface hub)
Dr Tom Hopkins – Voting Member, Non-Executive, NHS (Proxy)
Liam Gallacher – Voting Member, Non-Executive, NHS (via surface hub)

In Attendance

Tim Eltringham - Director of Health and Social Care, HSCP
Gary Hoey - Chief Social Work Officer, HSCP
Mark Inglis – Head of Children’s Health, Care and Justice Services, HSCP
Billy McClean – Head of Community, Health and Care 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 (via surface hub)
Rosemary Robertson – Associate Nurse Director, NHS
Glenda Hanna – Independent Sector Representative, Scottish Care
Sally Amor – Public Health Consultant, NHS
Frances Ewan - Staff Side Representation, NHS (via surface hub)
Rachael Graham – Planning and Performance Co – Ordinator, HSCP
Vikas Kalra – Project Manager, Transformation Service, HSCP (via surface hub)
Martin Rogan – South Ayrshire Carers Gateway
John Skouse – Link Inspector for South Ayrshire (via surface hub)
Nadine McCall - Administration Assistant (minute taker), HSCP

L Semple - in the Chair

Agenda	Discussion	Action
1.	<p>Welcome/ Apologies/ Membership Updates</p> <p>Apologies were received on behalf of Ewing Hope and Marie Oliver.</p>	
2.	<p>Declarations of Interest</p> <p>There were no declarations of interest to note.</p>	
3.	<p>Minute of Previous Meeting – 11th December 2024</p> <p>Minute of the previous meeting was approved as an accurate record of the meeting.</p>	
4.	<p>Matters Arising/ Action Log</p> <p>There were no matters arising to note.</p>	
5.	<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 informed that Chalmers Road, which is a registered Care Home for people with a learning disability operated by the HSCP received an unannounced inspection on 7th and 8th January 2025.</p> <p>The findings of this inspection were very positive and grades of 5 (very good) were awarded.</p> <p>T Eltringham continued to advise that December 19th saw the signing of a formal agreement to work in partnership with UWS and SAHSCP. This agreement has been developed during 2024 and formalises the HSCPs joint appreciation and recognition in the development of a skilled and experienced workforce, along with setting out their commitment to ensure that South Ayrshire is able to offer positive career choices.</p> <p>Prestwick District Nursing team have been recognised by their own students in providing best care.</p> <p>T Eltringham advised that Vibrant Voices, a Speech and Language</p>	

	<p>led programme, which hosts a friendly and supportive singing group for anyone with any type of communication difficulty, continues to grow in popularity and success.</p> <p>In respect of the Spirometry Pilot, T Eltringham explained that several colleagues have been working to develop a robust service within the community. Many people are in hospital currently at risk of respiratory disease, therefore anything to reduce this issue is positive. The roll out started in Girvan and will come to South Ayrshire and other areas in due course.</p> <p>T Eltringham acknowledge the great work of many staff members during Storm Eowyn, working beyond expectation, particularly those who, based on their own risk management, did their best to get to people’s houses to provide care.</p> <p>T Eltringham noted that there will be further work done on the learning from this.</p> <p>Mark Inglis (Head of Children and Families and Justice Services) was invited to Centre for excellence for Children’s Care and Protection to present an update on the activity the team have undertaken for South Ayrshire’s journey with Children Services and implementation of GIRFEC along with The Promise and Whole Family Wellbeing.</p> <p>M Inglis informed that they were interested in the work South Ayrshire are doing within Children and Families and invited him along to give input into a webinar.</p> <p>T Eltringham continued to advise the group that he intends to retire in August and will support, as appropriate, the recruitment process for his replacement.</p>	
6.	<p>Summary briefing from other Governance Meetings (if available/relevant)</p> <p>There are no summary briefings from other governance meetings.</p>	
Items for Agreement		
7.	<p>Budget Monitoring Report – Period 9</p> <p>L Duncan highlighted that the purpose of this report is to advise the IJB of the projected financial outturn for the financial year as at 31st December 2024. The report will also provide an update on progress made against approved savings and movements on the annual</p>	

	<p>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 main areas of over and underspend.</p> <p>L Duncan noted that the projected outturn as at the end of December 2024 is an overall overspend of £1.289m an adverse movement of £0.299m. Note the projected outturn for Council side of the budget is based on projections at end of November 2024 this accounts for 34% of the IJB budget. The remaining 64% of the IJB budget relating to NHS and Lead Partnership projected outturn is based on projections at end of December 2024.</p> <p>L Duncan highlighted the main areas of overspend as detailed within the circulated report and noted the recommendations.</p> <p>G Hanna queried whether there was opportunity for a focused look at how underspend could be used to reevaluate and get a reset on that. G Hanna noted that Care at Home providers are keen for strategic operational level conversation around option 3 packages.</p> <p>T Eltringham advised that there is a need to consider that within context of next year's budget. T Eltringham explained that they are in discussions as a management team and as a Budget Working Group in relation to the direction of travel and allocations that are likely to come forward. Providers are under pressure and were even before the NI impact which has created additional concerns. Scottish Care discussions are ongoing and other conversations to determine what issues are and how to bet resolves these, also looking at the budget gap with the management team deciding how best to do that with minimum impact.</p> <p>L Semple emphasised that when recommendations are made at the next IJB meeting with range of options, everyone must understand that these will have been developed with a number of under pinning prioritises and be clear that they do not wish to return to previous position of very poor financial state.</p> <p>It was stressed that this report is for noting only at this time. The Board noted the content and recommendations.</p>	
<p>8.</p>	<p>Social Work Case Management System (CMS) Replacement Project</p> <p>V Kalra informed that the purpose of this report is to provide an update to the IJB on the project startup activities for the Social Work</p>	

	<p>Case Management System (CMS). This report outlines the need for the project, the key activities currently in progress, and the risks identified.</p> <p>V Kalra explained that the South Ayrshire Health and Social Care Partnership (SAHSCP) requires an IT solution to manage the case load associated with Social Work Services, including Community Care, Children & Families and Justice Services.</p> <p>The current CareFirst System was implemented in October 2022 after six years of challenges but is now an outdated, discontinued product. Consequently, no major changes can be made to the system, even though the support is still provided for the existing system.</p> <p>It has been highlighted that the system poses a significant risk to the security of client data and to the Council's operational networks.</p> <p>As a result of this they must start to look at replacing this system. This paper has come to IJB for visibility. V Kalra advised that work has already started to replace the system and they have met with all Team Leaders and Service Leads, where the focus has been on system requirements that can make things easier for everyone.</p> <p>The next stages would include:</p> <ul style="list-style-type: none"> ▪ Capturing the requirements from the system users, primarily social case workers, as they are the primary users of the system. Any team or function that uses or consumes data from the system should submit their requirements. ▪ Engaging with the market to understand the solutions capabilities, which will help inform the requirements and provide high-level estimates for system implementation and running costs. ▪ Creating a business case for review and approval. <p>Cllr Hunter queried in respect of costing and amount required to deliver the system, if this was all revenue funding and that previous discussions in respect of budget pressures should be taken into consideration.</p> <p>V Kalra advised that as you increase the requirements of a system the cost will always increase. V Kalra explained that Carefirst is less costly, however very outdated.</p> <p>It is hoped that the new system will eradicate a lot of the work</p>	
--	--	--

	<p>currently done around data handling and may reduce the administrative tasks, however it is difficult to quantify as they are not yet sure exactly what the new system will be capable of.</p> <p>Cllr Hunter advised that he is in favour of the initiative, however, would like to be kept informed and looked forward to seeing the Business Case in due course.</p> <p>The Board noted the content of this report, update and the recommendations.</p>	
9.	<p>Getting It Right for Everyone (GIRFE)</p> <p>L McAlpine explained that GIRFE is a multi-agency approach designed to improve the delivery of health, social work, and social care support and services from young adulthood to end of life care.</p> <p>South Ayrshire HSCP has been working alongside the Scottish Government policy team and other Health and Social Care Partnerships across Scotland to co-design the GIRFE toolkit. The objective of GIRFE is to deliver a consistent model of health and social care support that is person centred across Scotland.</p> <p>L McAlpine advised that herself and Steven Kelly have taken forward this in collaboration with people with lived experience and it was signed off by Scottish Government in November 2024. L McAlpine advised that they continue to be part of the development programme.</p> <p>L McAlpine highlighted some of the key prioritises looked at including “Team around the Person” and Multi-Disciplinary Approach which is currently being piloted in Troon Locality. This has given real focus on supporting those with complex needs within community.</p> <p>L McAlpine in terms of next steps for GIRFE, there have been conversations around how they commission and contract services. There will be a piece of work done on this, to ensure when people are going through the procurement process, they have the GIRFE principles at the centre of their work also.</p> <p>The Board note the progress of the GIRFE national programme of work.</p>	
For Information to IJB		
10.	South Ayrshire Integration Joint Board Governance Handbook	

	<p>R Graham informed that the purpose of this report is to present to the IJB for information an IJB Governance Handbook prepared by the HSCP Officers in conjunction with Regulatory Services within South Ayrshire Council.</p> <p>R Graham highlighted that there have been no changes to any of the governance procedures in preparation of this paper this is merely a more clear and structured way of bringing the governance arrangements together into a resource.</p> <p>R Graham note that having scanned the landscape of other HSCP's across Scotland they are aware that whilst this is not a requirement it is an area of good practice to pull together this information into a singular document.</p> <p>This could be used as a resource for new officers attending or presenting at governance meetings and also for new members to the IJB or its sub committees.</p> <p>R Graham advised that the handbook covers the role of the IJB, the Integration Scheme including delegated functions. There is an overview of South Ayrshire's governance functions, the statutory subgroups of the IJB and other contributing meetings.</p> <p>The handbook will be reviewed every 2 years for any changes or if and when there is a change to either the governance arrangements or to membership which requires to be updated.</p> <p>Cllr Hunter commended R Graham on the work done to produce this handbook, expressing how helpful this type of document will be to any new members joining the IJB.</p> <p>Dr T Hopkins suggested adding a document control section to track dates of review/changes made to the handbook.</p>	
Items for noting		
11.	<p>Minutes for noting:</p> <p><i>SPAG Minute – 17th September 2024</i></p> <p><i>PAC Minute – 1st October 2024</i></p>	

Any Other Business

N/A

Date of Next Meeting

Wednesday 26th February 2025 – IJB Half Day Session
Wednesday 12th March 2025 – IJB Meeting