
Minute of Integration Joint Board Meeting

Date: Wednesday 28th April 2021

Time: 2pm

Place: MS Teams

Present

Councillor Julie Dettbarn (Chair)
Linda Semple (Vice Chair)
Councillor Hugh Hunter
Jean Ford
Councillor William Grant
Margaret Anderson
Councillor Philip Saxton

In Attendance

Tim Eltringham, Chief Officer & Director of Health and Social Care
Lisa Duncan, Chief Finance Officer, HSCP
Scott Hunter, Chief Social Work Officer, HSCP
Linda West, Third Sector Representative, VASA
Karen Hedge, Independent Sector Representative
Frances Ewan, Staff Side Representation, NHS
Billy Cooper, UNISON
Billy McClean, Head of Community Health & Care Services
Mark Inglis, Head of Children's Health, Care & Justice Services
Rosemary Robertson, Associate Nurse Director
Elaine Hill, Allied Health Professional Advisor
John Wood, Senior Manager, Policy, Performance & Commissioning
Phil White, Partnership Facilitator
Joy Tomlinson, Public Health Advisor
Danielle Rae, Planning & Performance Coordinator
Stephanie Cox, Planning & Performance Officer
Kirsty Goodfellow, Planning & Performance Officer (Communications)
James Andrew, Coordinator, Organisational Development
Margaret Doyle, Podiatry Services
Laura Conaghan, Administration Assistant (Minute Taker)

Councillor J Dettbarn in the Chair

Apologies for Absence

1. Apologies for absence were received on behalf of Ewing Hope, Scott Hunter, Dr Philip Hodgkinson and Marie Oliver.

Declarations of Interest

2. There were no Declarations of Interest.

Minute of Previous Meeting

3. The minute of the meeting held on 24th March 2021 (previously circulated) was approved by the Board.

Matters Arising

4. The Board was advised that an update will be provided by Public Health at the meeting in October 2021 following engagement with the new Public Health Advisor.

The Board was advised that the NHS Public Involvement Network have been contacted and there is now a live advertisement for the replacement for Hugh Miller following his retirement.

Chief Officers Update Report

5. The Chief Officer advised that a number of services will begin to reopen following South Ayrshire moving down to level 2. It was confirmed that staff will continue to work from home however, it is the hope that more face to face meetings can take place in the upcoming weeks and months. The Chief Officer confirmed that building based day care continues to be reviewed on a case by case basis and these will continue to be reviewed.
6. The Chief Officer advised that Carefirst has been successfully implemented and the financial arrangements are going well. It was noted that no further updates regarding Carefirst is required.
7. The Chief Officer confirmed that the Partnership has been allocated a further £752k to assist with the National uplift. The Chief Officer stressed that this funding is not reoccurring. A further report will be submitted to the Board focusing on the National Care Home Contract uplift at a future meeting. Councillor Hunter queried where this funding has been allocated from. The Chief Finance Officer explained that the

Scottish Government was due to give this payment for the 2.2% uplift however this was not done. It was confirmed that this funding has not been allocated.

8. The Integration Joint Board agreed to note the report.

HSCP Agreement with the Third Sector

9. J Wood explained following the Covid-19 Pandemic, the relationship between the Partnership and VASA was strengthened and it has proven vital over the last 12 months. J Wood noted that it can be challenging to improve relationships with service users without the help of the third sector. J Wood advised that a Strategic Document has been created, which is aligned with the Strategic Plan, to validate and continue to working on the strengthening relationship between the Partnership and the Third Sector. J Wood confirmed that this will be reported to the Board on a yearly basis and will remain mindful of the reporting element of the Locality Planning Groups following their relaunch in Autumn.
10. Linda West, Proxy Third Sector Representative, was welcomed to the meeting. L West advised that a large amount of work went into the Strategic Plan consultation and Covid-19 experience. L West confirmed that there is a lot of work to ensure that this joint working is meaningful and has real purpose behind it.
11. Councillor Hunter expressed his support for this document and stated it was a refreshing attitude for the Partnership.
12. **The Integration Joint Board approved the contents of the report.**

Workforce Plan Draft Review

13. James Andrew, Co-Ordinator, Organisational Development, was welcomed to the meeting
14. J Andrew explained that a Workforce Plan was developed following a request from the Scottish Government. This plan will accompany the remobilisation plan. J Andrew confirmed that for consistency, the Scottish Government developed a high level template for all local authorities in Scotland. J Andrew noted that key sessions were held with managers to allow them to contribute to plan. It was confirmed that the plan will be submitted to the Scottish Government by the end of the week.
15. The Chief Officer thanked J Andrews for his hard work in creating the plan and endorsed this item.
16. **The Board agreed to note the contents of this report.**

Devolution of Podiatry Services

17. E Hill explained that Podiatry Services are currently hosted by East Ayrshire Partnership however the aim is to bring Podiatry Services back to South Ayrshire to allow for services to be provided on a more local level. It was noted that the relevant budget would also come with these services. E Hill confirmed that the service is currently waiting for national guidance to be published in relation to the Scottish Diabetes Foot Action Group. The Foot Screening Service will remain with East Ayrshire Partnership until this is published. E Hill confirmed that premises will be used that the AHP Service already has access to. It was noted that the Podiatry Services will continue to be provided within care homes and within peoples homes when it is required. Margaret Doyle, Podiatry Services, was welcomed to today's meeting. M Doyle explained that there is constantly reviews of service users to ensure they are aligned to the appropriate services. It was noted that Podiatry Services have been working with VASA to provide nail cutting sessions. R Robertson confirmed that she endorses this paper and confirmed that early detection is key.
18. Councillor Hunter queried how the budget will be spread between the three authorities moving forward. M Doyle explained that the budget is spread across the acute centres and noted that the bulk of patients seen at Crosshouse Hospital have a range of more complex issues. M Doyle confirmed that newly diagnosed diabetics will be given
19. **The Integration Joint Board were happy to approve the contents of the report.**

Staffing Proposals

20. J Wood requested formal endorsement for two posts within the Policy & Performance Team. It was noted that both these posts have budgeted for and approved by the Board as part of the budget setting process. Staffing proposal set out below:
 - 1x Level 13 Administration & Business Manager Post - £63k
 - 1x Level 7 Performance Data Assistant - £35, 872
21. J Wood explained that once both posts have been approved by the Leadership Panel in May 2021, they will be advertised within 24hrs. It was noted that there would a statutory 3-4 week advertisement period for these post however it is hopeful that the recruitment process in completed as soon as possible.
22. B Cooper thanked J Wood for consulting trade union representatives in relation to these posts. B Cooper expressed his concern for recruiting the Level 13 posts as this post was removed from the structure following 18 months of it not being filled. It was noted B Cooper felt that there could be changes made during the upcoming

Administration Review (SAC Staff only) which may highlight these funds could be used in other areas of the service. The Chief Officer highlighted that the support of this post is required to complete the admin review and ensure that it coincides with South Ayrshire Council's future operating model. Further discussion continued on this matter.

23. **The Board agreed to approve the advertisement and recruitment of the Level 7 Performance Data Assistant.**
24. Councillor Hunter queried if the Leadership Panel has the authority to reject decisions made by the Board. The Chief Officer confirmed that this would not be the case but was not happy about putting Councillors that sit on both the Leadership Panel and the Integration Joint Board in an uncomfortable position. It was recommended the Board come to a decision to remove the Level 13 post, approve the post as per the budget or allow for the Chair and Vice Chair to make the decision on behalf of the Board.
25. **The Board agreed for delegated authority to be given to Chair, Vice Chair, Chief Officer and Senior Manager for Policy & Performance to allow them to meet and discuss this post and make the decision on behalf of the Board.**

Public Sector Equality

26. J Wood explained that the Board has a statutory duty to report South Ayrshire's Integration Joint Board Equality Outcomes and Mainstream Outcomes. It was noted that due to Covid-19, the deadline for this report was pushed however it is now due for submission by the end of this month. J Wood confirmed that the Board has agreed its commitment to these objectives.
27. **The Integration Joint Board agreed the contents of this report.**

Category 1 Responder Status

28. The Chief Officer confirmed that the Integration Joint Board has been identified as category 1 responders. It was noted that the Board should ensure when making decisions about the allocation of resources, that civil contingency plans are taken into consideration.
29. **The Integration Joint Board agreed to note this paper.**

Any Other Business

30. As there was no further matters to discuss, the meeting closed at 4.05pm.

Date of Next Meeting

31. Wednesday 26th May 2021 at 2pm via Teams.