



Fife Health & Social Care Partnership

Supporting the people of Fife together

MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 19 FEBRUARY 2021 AT 10.00 AM

Present	Councillor Rosemary Liewald (RL) (Chair) Christina Cooper (CC) (Vice Chair) Fife Council, Councillors – David Alexander (DA), Tim Brett (TBre), Dave Dempsey (DD), David Graham (DG), Fiona Grant (FG), David J Ross (DJR) and Jan Wincott (JW) NHS Fife, Non-Executive Members – Les Bisset (LBi), Martin Black (MB), Eugene Clarke (EC), Margaret Wells (MW) Chris McKenna (CM), Medical Director, NHS Fife Helen Buchanan, Nurse Director, NHS Fife Amanda Wong (AW), Associate Director, AHP's, NHS Fife Ian Dall (ID), Service User Representative Kenny Murphy (KM), Third Sector Representative Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Representative
Professional Advisers	Nicky Connor (NC), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Helen Hellewell (HH), Associated Medical Director, NHS Fife Katherine Paramore (KP), Medical Representative Kathy Henwood (KH), Chief Social Work Officer
Attending	Dona Milne (DM), Director of Public Health Fiona McKay (FM), Interim Divisional General Manager Norma Aitken (NA), Head of Corporate Services Hazel Williamson (HW), Communications Officer Wendy Anderson (WA) (Minute)

NO HEADING

ACTION

1 CHAIRPERSON'S WELCOME AND OPENING REMARKS

The Chair welcomed everyone to the first Health & Social Care Partnership Integration Joint Board meeting of 2021.

The Chair welcomed Lynn Barker to her first Board meeting since being permanently appointed to the role of Associate Nurse Director and congratulated Helen Buchanan, Nurse Director on her upcoming retirement. The Chair and Nicky Connor both thanked Helen for her unwavering support over the lifespan of the IJB. Helen responded and wished IJB members the best for the future. Jeanette Owens will take over as Nurse Director when Helen leaves.

The Chair then advised members that a recording pen was in use at the meeting to assist with Minute taking and the media have been invited to listen in to the proceedings.

NO HEADING**ACTION****2 CHIEF OFFICERS REPORT**

The Chair handed over to Nicky Connor for her Chief Officers Report.

Nicky advised that the recruitment process for the three Heads of Service posts in the Senior Leadership Team is currently underway. By the next IJB meeting the decisions on these posts will have been taken and an update will be provided.

3 CONFIRMATION OF ATTENDANCE / APOLOGIES

Apologies had been received from Steve Grimmond, Carol Potter, Jim Crichton, Eleanor Haggett, Wilma Brown, Simon Fevre. Lynn Barker and Lynne Garvey.

4 DECLARATION OF MEMBERS' INTERESTS

Having a long-term interest in drug and alcohol issue, Martin Black declared an interest in Item 10.

5 MINUTES OF PREVIOUS MEETING 4 DECEMBER 2020

The Minute of the meeting held on Friday 4 December 2020 was approved.

Dave Dempsey raised a question around an item on page 7 of the Minute. This was an item which Eugene Clarke, Chair of Audit & Risk had put forward for escalation around the Transformation Board. Nicky Connor confirmed that an update on this would be provided to a future Audit & Risk Committee meeting.

6 MATTERS ARISING

The Action Note from the meeting held on 4 December 2020 was approved.

7 COVID 19 / REMOBILISATION UPDATE

The Chair introduced Nicky Connor and colleagues to provide update on Covid-19 and Remobilisation.

Paul Dundas – Care Homes continue to operate and work closely with the partnership. Work is ongoing to understand the implications of the recently published report on the Independent Review of Adult Social Care in Scotland and how this is best supported.

Kenny Murphy – advised that much of the traditional work undertaken by Fife Voluntary Action (FVA) is on hold due to the pandemic, but work continues in areas such as befriending and delivery of food, prescriptions, etc. FVA is working closely with the British Red Cross and public sector partners on supporting the set up and running of vaccination and testing centres along with ensuring the distribution of information.

7 COVID 19 / REMOBILISATION UPDATE (Cont)

Fiona McKay – updated on the situation within Social Care. Many services have continued throughout the pandemic. Work is ongoing regarding reinstating Respite and Day Services. Staff testing has been introduced for Care at Home and Adult Services staff. Uptake of staff vaccination has been good and good joint working with Care Homes continues.

Dona Milne – Covid-19 numbers are down, clusters of outbreaks in Care Homes have reduced significantly. The Care Home Oversight Group continues to assess the situation. An asymptomatic test centre opened recently in Cowdenbeath, the next centre opens in Kirkcaldy early next week. Other centres will follow in the coming weeks.

Scott Garden – over 95,000 Fife residents have received their first dose of the vaccination to date. 13 community clinics are open. GP's and District Nurses are supporting the vaccination of housebound residents. It is expected that cohorts 3, 4 and 5 will be completed by week commencing Monday 22 February 2021. Unpaid carers and those with underlying health issues make up cohort 6 and work will start on vaccination these residents soon. Second doses of the vaccination will commence from 1 March 2021.

Chris McKenna – advised that although January 2021 had been a tough month, the situation within our hospitals was improving. As long as the public continue to follow the advice and regulations this should continue. Plans are being drawn up to remobilise and recover services going forward. The vaccination programme has been an incredible success.

Helen Buchanan – echoed what Chris McKenna had said. Remobilisation of services needs to be done cautiously to ensure the safety of patients, their families and staff.

Helen Hellewell – advised that all GP practices would be issued with lateral flow test kits from next week.

Nicky thanked all of those who provided updates and extended thanks to all staff and colleagues, in all organisations, who have worked exceptionally hard over the last 12 months and thanked the public and communities for their support.

Questions were asked around the siting of mobile test units and the effect the inclement weather had on scheduling of appointments. Scott Garden advised that all appointments which had been missed because of the weather had now been rescheduled.

Board members expressed their praise for the running of the vaccination and testing clinics which had been a complex piece of work.

Discussion took place around mental health issues, how the rise in cases is being dealt with and that mental health is as big a priority as physical health needs. Community mental health teams have worked continuously throughout the pandemic.

8 FINANCE UPDATE

The Chair introduced Audrey Valente who presented this report.

NO HEADING**ACTION****8 FINANCE UPDATE (Cont)**

Audrey updated on the financial position of the delegated and managed services based on 30 November 2020 financial information. The forecast deficit is £5.158m and £6.467m relates to unachieved savings that remain at risk of non-delivery. These are currently within the local mobilisation plans but it remains uncertain whether full funding will be made available by the Scottish Government. This paper reflects the full value of non-delivery of savings included as a pressure within the core projected outturn position. This level of overspend requires urgent management action to ensure that the partnership delivers within the approved budget.

Four key areas of overspend are contributing to the financial outturn overspend:-

- Resource Transfer and Other Payments.
- Hospital and Long-Term Care.
- Adult Placements.
- Home Care Services.

Work is ongoing on the budget for the new financial year. Meetings are being held with the Chief Executives and Directors of Finance to finalise information. Once this is available a meeting will be set up to allow Board members to be updated prior to a budget paper being presented to the IJB on 26 March 2021.

NC/AV

Tim Brett asked if a briefing on Direct Payments could be provided at a future Development Session. This was agreed.

NC/AV

The Board noted the financial position as reported at 30 November 2020 and noted and discussed the next steps and key actions.

9 PERFORMANCE REPORT – EXECUTIVE SUMMARY

The Chair introduced Fiona McKay who presented this report. This is an executive summary of the full Performance Report which was discussed at the Finance & Performance Committee on 12 February 2021. The summary served to highlight areas of concern which were being continually assessed.

Dave Dempsey questioned where the information contained in the Performance Report was being dissected and looked at in detail to ensure solutions were being sought for issues. Fiona advised that staff across the Health and Social Care Partnership had responsibility for areas of local and national priority and each of these was underpinned with a workplan. Performance was aligned with the Strategic Plan to provide a level of assurance.

Discussion took place around emergency admissions to hospital, which are down on previous levels and how this can be sustained in the future.

9 PERFORMANCE REPORT – EXECUTIVE SUMMARY (Cont)

There has been a reduction in the number of presentations at A&E and Minor Injuries, although there are still peaks of activity eg falls when weather is icy. The Urgent Care Redesign is redirecting people to the correct service which is helping to reduce numbers in A&E/MIU.

The Board noted the information contained within the Performance Report.

10 ALCOHOL & DRUG PARTNERSHIP ANNUAL REPORT 2019-2020 AND ADP STRATEGY 2020-2023

The Chair introduced Kathy Henwood who presented this report, which was the subject of discussion at a Development Session held on Monday 5 February 2021.

Dave Dempsey asked why drug levels are so much higher in Scotland than the rest of the UK and the correlation between Scotland and North East England, which has similar economic issues. Kathy Henwood undertook action to bring back further data to the appropriate governance committee.

The Annual Report provides a synopsis of information from the partnership. Service Level Agreements are in place with service providers and Link Officer and Development Officers from the partnership work closely with each of them.

Discussion took place around evidence to support the long-term impact of the project. The support which is provided is visible, accessible and non-judgemental. There are areas for development and more detailed analysis will be done on these going forward.

Questions were asked about unallocated funding mentioned in the report. Kathy Henwood confirmed that at present funding is almost fully committed.

The Board discussed the content of this report and endorsed the ADP Annual Report 2019-2020 and the ADP Strategy 2020-2023.

11 STRATEGIC RISK REGISTER

The Chair introduced Fiona McKay who presented this report which sets out the risks associated with the partnership. Relevant risks have been discussed at governance committees recently and have been updated by risk owners.

The Board discussed the Risk Register, considered the content and whether any further information was required on the management of any particular risk. The Board then approved the Risk Register.

NO HEADING**ACTION****12 MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM AND ITEMS TO BE ESCALATED**

The Chair asked Eugene Clarke, Tim Brett and David Graham for any items from governance committees that they wish to escalate to the IJB.

Tim Brett – Clinical & Care Governance Committee (C&CG) - 13 November 2020 and 29 January 2021

- 1 Comprehensive update on Covid-19 Vaccination Programme provided by Scott Garden at 29 January 201 meeting.

David Graham – Finance & Performance Committee (F&P) - 11 November 2020 and 15 January 2021

- 1 F&P are meeting monthly to monitor the financial position.

Eugene Clarke – Audit & Risk Committee (A&R) – 19 November 2020

- 1 A&R reviewed and approved the External Audit Plan as required by Audit Scotland.
- 2 Agreed to have dedicated time to look at issues on Risk Register during A&R meetings.

Local Partnership Forum (LPF) - 18 November 2020; 16 December 2020; 20 January 2021

Nicky advised that the LPF is currently meeting monthly. Focus is on staff and workforce issues, staff testing and vaccination and the significant efforts on supporting communications, engagement and health and wellbeing. Senior Leadership Team, Trade Union and Staff Side are represented on the LPF.

13 AOCB

No items were raised.

14 DATES OF NEXT MEETINGS

IJB Development Session – Friday 12 March at 9.30 am

IJB Meeting – Friday 26 March at 10.00 am