



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 20 AUGUST 2021 AT 10.00 AM

Present	Rosemary Liewald (RLi) (Chair) Christina Cooper (CC) (Vice Chair) Fife Council – 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 Board Members (Non-Executive) – Martin Black (MB), Alistair Morris (AM) Chris McKenna (CM), NHS Fife Board Member (Executive Director) Medical Director NHS Fife Wilma Brown (WB), Employee Director, NHS Fife Janette Owens (JO), NHS Fife Board Member (Executive Director), Director of Nursing, NHS Fife Amanda Wong (AW), Associate Director, AHP's, NHS Fife Eleanor Haggett (EH), Staff Representative, Fife Council 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 Lynn Barker (LB), Associate Director of Nursing Helen Hellewell (HH), Associate Medical Director Katherine Paramore (KP), Medical Representative Kathy Henwood (KH), Chief Social Work Officer, Fife Council
Attending	Lynne Garvey (LG), Head of Community Care Services Rona Laskowski (RLa), Head of Complex & Critical Care Services Joy Tomlinson (JT), Director of Public Health Fiona McKay (FM), Head of Strategic Planning, Performance & Commissioning Norma Aitken (NA), Head of Corporate Services Hazel Williamson (HW), Communications Officer Wendy Anderson (WA), H&SC Co-ordinator (Minute)

NO HEADING

ACTION

1 CHAIRPERSON'S WELCOME AND OPENING REMARKS

The Chair welcomed everyone to the Health & Social Care Partnership Integration Joint Board and updated members on the Rosewell Centre which opened last month. Information and photos had been included in the Monthly Director's Briefing. The Chair thanked colleagues from across the Partnership, NHS Fife, Fife Council, V1P and Fife's veterans.

NO HEADING**ACTION****1 CHAIRPERSON'S WELCOME AND OPENING REMARKS (Cont)**

Clare Rogers, who has recently taken up her role as a Public Engagement Officer was observing the meeting as part of her induction.

The Chair then reminded Members of the protocol for the meeting and advised that a recording pen was in use at the meeting to assist with Minute taking.

2 CHIEF OFFICERS REPORT

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

The recruitment process for the Principle Social Work Officer has concluded and an update will be provided once pre-employment checks are complete.

Nicky expressed her thanks to all our staff and also the people of Fife for their ongoing support during these challenging times. At a recent Local Partnership Forum (LPF) meeting the co-chairs agreed to send out a joint message of thanks to staff and to continue to promote support which is available for staff.

A written update on the current key issues regarding Covid-19 and Remobilisation had been provided to IJB members on Thursday 19 August 2021 as part of a Test of Change. Feedback on this has been positive and the wider communications context will be looked at for future briefings.

Nicky handed over to Chris McKenna, Medical Director who gave a brief update on services. Although all services have remobilised and are busy, GP Surgeries, A&E and Mental Health are extremely busy at the moment. This increase in demand is uniform across Fife and Scotland. Staff continue to ensure demand can be met and the scheduling of urgent care will help, although a cultural change will be needed going forward. Fife is ahead of targets set in joint Remobilisation Plan, which is available on the NHS Fife website.

Chris urged all Fife residents to get vaccinated as this has a positive impact on reducing the number of people who are hospitalised with Covid-19.

Janette Owens, Director of Nursing provided an update on workforce issues. Recruitment of nursing staff due to graduate in September / October 2021 has resulted in 150 full time equivalent roles being filled in Acute, Mental Health and Community settings.

Recruitment has started for the staff needed for the new Orthopaedic Centre which will open in September 2022.

The Vaccination Programme has required a large number of staff, currently on fixed term contracts, but this may change in future. Fife is ahead of other Boards in Scotland with the number of people vaccinated.

NO HEADING**ACTION****3 CONFIRMATION OF ATTENDANCE / APOLOGIES**

Apologies had been received from Simon Fevre, Steve Grimmond and Bryan Davies.

4 DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest.

5 MINUTES OF PREVIOUS MEETING 18 JUNE 2021

Tim Brett had raised minor queries on the minute prior to the meeting, these will be addressed.

Martin Black asked for an amendment Item 2 – Chief Officers Report.

Once these amendments have been made the Minute of the meeting held on Friday 18 June 2021 will be approved.

6 MATTERS ARISING

The Action Note from the meeting held on 18 June 2021 was approved.

7 FINANCE UPDATE

The Chair introduced Audrey Valente who presented this report which had been discussed in depth at the Finance & Performance Committee (F&P) on 13 August 2021. IJB members had been invited to a drop-in session two days prior to the Board meeting where they were given the opportunity to discuss the reports on today's agenda in detail. These sessions will continue in the future.

The report detailed the financial position of the delegated and managed services based on 30 June 2021 financial information. The forecast deficit is projected as £6.798m. Unachieved savings account for £4.8m of this. Any expenditure associated with Covid-19 will continue to be recorded in the Local Mobilisation Plan. As this is the first Monitoring Report of the new financial year a prudent approach has been taken.

Audrey and the Senior Leadership Team (SLT) are working on a Recovery Plan which will be brought to a future IJB meeting.

The Chair then invited David Graham, Chair of F&P to comment on discussions at the Committee before questions from Board Members.

David felt Audrey had covered most of the points discussed at F&P. Significant discussion had taken place around the cost of Adult Care packages, unachieved savings and how these will be addressed and also the Recovery Plan which is being collated.

Alistair Morris asked for more information on unachieved savings and what could be done differently within this financial year to address the issues. Audrey Valente advised that work with SLT has started earlier in the financial year than it normally would to ascertain what can be achieved.

NO HEADING**ACTION****7 FINANCE UPDATE**

Discussion took place around overspends including Adult Care packages, unachieved savings and potential Government funding.

Reviews of Adult Care packages are ongoing including those which support children with complex needs moving into Adult Services.

The Board considered the key actions and next steps and approved the Financial Monitoring Update as at June 2021.

8 PERFORMANCE REPORT – EXECUTIVE SUMMARY

The Chair introduced Fiona McKay who presented this report. The full Performance Report was discussed in detail at the Finance & Performance Committee on 13 August 2021.

There are significant challenges in some areas and plans are being worked on to reduce pressure in the system.

The Chair then invited David Graham, Chair of F&P to comment on discussions at the Committee before questions from Board Members. David advised that the F&P Committee focussed on three main areas – concerns in respect of absence reporting from Fife Council, ongoing pressures within the system and waiting time performance for CAMHS and Psychological therapies.

A detailed report on CAMHS and Psychological therapies waiting times has been requested. Tim Brett advised that Clinical & Care Governance Committee gets detailed information on these. Tim and David will discuss this to ensure there is no duplication in what is provided.

An update was provided on recruitment within Care at Home which is progressing well with 58 new employees in the process of joining the service. Considerable work is being undertaken with the independent sector to address the challenges in meeting current and future demand for services. A whole system approach will be needed to ensure issues in all areas can be addressed.

The report had been presented to the Board for awareness only.

**9 MENTAL WELFARE COMMISSION AUTHORITY TO DISCHARGE
AUDIT & FINDINGS**

The Chair introduced Lynne Garvey and Fiona McKay who presented this report which had been discussed at the Clinical & Care Governance (C&CG) Committee on 4 August 2021.

A local audit was carried out over and above the Mental Welfare Commission (MWC) Audit to allow practices within Fife to be sense checked. An improvement plan has been drawn up based on findings from both audits. All actions from the MWC were generic to all IJB's in Scotland, none were specific to Fife.

NO HEADING**ACTION****9 MENTAL WELFARE COMMISSION AUTHORITY TO DISCHARGE
AUDIT & FINDINGS**

The Chair then invited Tim Brett to comment on detailed discussions which took place at the C&CG Committee. Tim advised that Lynne and Fiona had covered all the issues which the Committee had raised.

Christina Cooper raised the issue of independent advocacy. Fiona McKay advised that Circles Network had been involved in the audit. A new project has now been established involving Circles Network who are supporting families through the process of obtaining Power of Attorney.

The Board approved the report for submission to the Mental Welfare Commission.

**10 MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP
FORUM AND ITEMS TO BE ESCALATED**

The Chair asked Tim Brett, David Graham, Audrey Valente and Nicky Connor for any items from governance committees / Local Partnership Forum that they wish to escalate to the IJB.

Tim Brett – Clinical & Care Governance Committee (C&CG) – 2 June 2021 (Confirmed)

In depth discussion took place around joining up care, urgent care and the Care and Clinical Quality report. The minute of the meeting held on 4 August 2021 will be brought to the next IJB meeting.

David Graham – Finance & Performance Committees (F&P) – 11 June 2021 (Confirmed)

Most items in the minute have been covered at this meeting. This was Margaret Wells and Jim Crichton's final meetings as part of the partnership.

Audrey Valente – Audit & Risk Committee (A&R) – 4 June 2021 (Confirmed) and 9 July 2021 (Unconfirmed)

4 June 2021 – Risk Appetite has been discussed on several occasions at A&R and will be part of the programme for the IJB Development Session on 10 September 2021.

9 July 2021 – nothing to escalate from this meeting.

Local Partnership Forum (LPF) – 9 June 2021 (Confirmed)

Nicky Connor advised that the LPF continue to support the workforce during these pressured times.

Debbie Thompson acknowledged that the trade unions and employers continue to work well to ensure care of our residents and workforce remains at the top of the agenda. Recent Home Care recruitment is welcomed. Peer to peer support would be welcome for community-based staff, both in Fife Council and NHS Fife.

11 AOCB

Nothing was raised under this heading.

12 DATES OF NEXT MEETINGS

IJB DEVELOPMENT SESSION – Friday 10 September 2021 at 9.30 am

INTEGRATION JOINT BOARD – Friday 24 September 2021 at 10.00 am