



Fife Health & Social Care Partnership

Supporting the people of Fife together

CONFIRMED

MINUTE OF THE FIFE HEALTH AND SOCIAL CARE – INTEGRATION JOINT BOARD HELD VIRTUALLY ON FRIDAY 23 OCTOBER 2020 AT 10.00 AM

Present	Councillor Rosemary Liewald (RL) (Chair) Christina Cooper (CC) (Vice Chair) Fife Council, Councillors – David Alexander (DA), Tim Brett (TB), Dave Dempsey (DD), David Graham (DG), Fiona Grant (FG), David J Ross (DJR) and Jan Wincott (JW) NHS Fife, Non-Executive Members – Les Bisset (LB), Martin Black (MB), Eugene Clarke (EC), Margaret Wells (MW) Chris McKenna (CM), Medical Director, NHS Fife Helen Buchanan (HB), Nurse Director, NHS Fife Wilma Brown (WB), Employee Director, NHS Fife Debbie Thompson (DT), Joint TU Secretary Ian Dall (ID), Service User Representative Kenny Murphy (KM), Third Sector Representative Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Representative Simon Fevre (SF), Staff Representative NHS Fife
Professional Advisers	Nicky Connor (NC), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Helen Hellewell, Associated Medical Director, NHS Fife Katherine Paramore, Medical Representative Kathy Henwood, Chief Social Work Officer, Fife Council Lyn Barker, Interim Associate Nurse Director, NHS Fife
Attending	Dona Milne (DM), Director of Public Health, NHS Fife Fiona McKay, Head of Strategic Planning, Performance & Commissioning Amanda Wong, Interim Associate Director, AHP's, NHS Fife Norma Aitken (NA), Head of Corporate Services Lesley Gauld (LG), Compliance Officer Wendy Anderson (WA) (Minute) Tim Bridle, Audit Scotland

NO HEADING

ACTION

1 CHAIRPERSON'S WELCOME AND OPENING REMARKS

The Chair welcomed everyone to the Health & Social Care Partnership (H&SCP) Integration Joint Board (IJB).

The Chair advised the Board that Dr Susie Mitchell is standing down from the IJB and thanked her for her contribution over the last 5 years.

The role of GP representative on the Board will now be fulfilled by Dr Helen Hellewell, Associated Medical Director.

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

Members were advised that a recording pen was in use during the meeting to assist with Minute taking and the media have been invited to listen to the proceedings.

2 CHIEF OFFICERS REPORT & PROTOCOL FOR MEETING

Nicky Connor covered the protocol for the meeting which is the fourth virtual Board meeting.

The key items Nicky would have updated on were all contained within the agenda for this meeting.

3 CONFIRMATION OF ATTENDANCE AND APOLOGIES FOR ABSENCE

Apologies have been received from Carol Potter, Steve Grimmond, David Heaney, Scott Garden, Jim Crichton and Eleanor Haggett.

4 DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest.

5 MINUTES OF PREVIOUS MEETING 25 SEPTEMBER 2020

Tim Brett asked for a change to be made to Item 10 – Update on Mental Health Strategy 2020-2024 Implementation Plan. Once this change has been made the Minute of the meeting held on 25 September 2020 would be approved as accurate.

6 MATTERS ARISING

The Action Note from the meeting held on 25 September 2020 was agreed as accurate.

7 PUBLIC HEALTH / REMOBILISATION UPDATE

The Chair introduced Nicky Connor who presented this update in conjunction with Dona Milne and Chris McKenna.

Dona Milne gave an update on the current situation with Test and Protect. Between 12 and 18 October 2020 there had been 136 positive cases of Covid 19 in Fife and as a result of these 335 individuals have been contacted and given advice by the Test and Protect Team. The team is being expanded to cope with anticipated increased demand.

Nicky Connor provided an update on the season flu campaign and advised that she is now the Lead in Fife and will Chair the Silver Command Group meeting.

To date over 40,000 flu vaccinations have been given and a further 52,000 appointments are booked. 2,500 – 3,000 vaccinations being administered daily. 37% of NHS staff have already been vaccinated. The programme for vaccination in Care and Nursing Home is going well.

NO HEADING

ACTION

7 PUBLIC HEALTH / REMOBILISATION UPDATE (Cont)

The team which is dealing with flu enquiries is making good progress with telephone calls, emails and texts. 87% of telephone calls were answered yesterday.

Information on the NHS website is being updated regularly. Feedback from the delivery of clinics has been excellent, which is due to the work of all of the teams involved in this process.

Chris McKenna updated on the current situation regarding Remobilisation. Restarting of services over the summer months has been very successful. The current increase in Covid-19 cases may have an impact on services. There will be a need to find a balance between managing Covid-19 and maintaining service provision.

Staff in general are ready and willing to respond to the emerging situation and know better what to expect. We now have policies and procedures in place which we did not have in March 2020 at the start of the coronavirus pandemic and are more informed about how the virus is transmitted, etc.

Ongoing support is available for staff eg wellbeing hubs, telephone lines. Staff should also be encouraged to support each other.

Thank you to all staff across Health and Social Care.

8 FINANCE UPDATE

The Chair introduced Audrey Valente who presented this report.

As at 31 August 2020 the forecast deficit is £6.362m and £6.939m relates to unachieved savings that remain at risk of non-delivery. These are currently within the local mobilisation plans

Four key areas of overspend that are contributing to the overspend –

- Risk Share
- Hospital and Long-Term Care
- Adult Placements
- Homecare Services

The projected costs in relation to Covid-19 are projected to be £26m and spend to date is £8m. It has been confirmed that Quarter 1 costs will be paid in full and a percentage of costs will be paid for the remaining three Quarters. More guidance on this is expected from Scottish Government in November 2020.

Nicky Connor advised that discussions are ongoing with the Local Partnership Forum, which comprises Senior Leadership Team members, Trade Unions and Staff Side representatives on finance as there is monitoring of vacancies, etc.

Eugene Clarke asked if reporting arrangement on financial information from the partner organisations could be aligned to allow more up to date

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

information to be provided. Nicky Connor advised that this would be taken on board and discussed with partners.

Tim Brett questioned if the budget realignment exercise discussed at the September meeting had progressed. Audrey Valente is in dialogue with Fife Council and NHS Fife, a paper has been prepared and this will be discussed in the next few weeks.

The Board noted the financial position as reported at 31 August 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. The full Performance Report was discussed in detail at the Finance and Performance Committee on 6 October 2020. The areas included in the Executive Summary are those which are higher risk. These areas are monitored regularly.

The Home First programme is a different approach for this year and will see changes in the wider work we do around care. This will support sustainability and continue to support patients in the most appropriate setting.

Eugene Clarke asked if dates could be included in the summary when there is a commitment to create a plan. Fiona McKay will look at this for the next report.

It was suggested that further discussion on these indicators should be the basis of a future Development Session.

NC

The Board noted the information contained within the Performance Report.

10 PUBLIC SECTOR CLIMATE CHANGE

The Chair introduced Fiona McKay who presented this report which had been discussed at the Finance and Performance Committee on 6 October 2020.

The Board considered and agreed the priorities for climate change governance, management and strategy for the year ahead as set out in the Assessment section of this report. The agreed priorities will form part of the submission to the Scottish Government.

11 WINTER READINESS

Nicky Connor presented this report.

The full Winter Plan, which will be a public document aligned to the Remobilisation Plan, is still a work in progress.

Winter Planning is being managed in a similar way to Covid-19 with Gold, Silver and Bronze Command groups meeting on a regular basis.

NO HEADING**ACTION****11 WINTER READINESS (Cont)**

There are interdependencies between winter planning, the enhanced flu programme, Covid-19 and the Urgent Care Review which is ongoing.

Discussion took place around the Home First model, locality huddles and point of care testing.

Helen Buchanan advised that at the moment winter planning is in a good place for the time of year. We are facing a period of uncertainty and cannot predict how things will progress. Escalation plans are in place.

The full plan will be taken to governance committees before coming to the Integration Joint Board meeting on 4 December 2020.

NC

The Board noted the progress of the Winter Plan for 2020/21.

12 PRIMARY CARE IMPROVEMENT PLAN

The Chair introduced Helen Hellewell who gave a short presentation on the Primary Care Improvement Plan.

The Plan is in place to support improvement in GP provision and their role as expert medical generalists. Covid-19 has had an impact on progress.

A meeting is due to take place in November 2020 to reflect on the new ways of working as a result of Covid-19 and to look at models of care.

No updated National Plan is required this year but Helen will bring an update to through the governance committees and to the Integration Joint Board in early 2021.

HH**13 DATE OF NEXT MEETING**

IJB DEVELOPMENT SESSION - Friday 27 November 2020 – 9.30 am

INTEGRATION JOINT BOARD – Friday 4 December 2020 – 10.00 am