



CÙRAM IS SLÀINTE NAN EILEAN SIAR INTEGRATION JOINT BOARD

Minutes

Western Isles Integration Joint Board held on the
16 February 2017 at 11.00am,
Lecture Room, Education Unit,
Western Isles Hospital, Stornoway, Isle of Lewis.

Voting Members Present:

Mr. Ian Burgess	Non-Executive Director, NHS WI
Dr. Neil Galbraith	Chair of NHS WI (Chair of IJB)
Cllr. Roddie MacKay	Councillor, CnES (Deputy / Proxy Member)
Cllr. Ronnie MacKinnon	Councillor, CnES (Deputy / Proxy Member)
Cllr. Alistair MacLennan	Councillor, CnES (Deputy / Proxy Member)
Mr. Murdo MacMillan	Non-Executive Director, NHS WI
Ms. Diane McPherson	Non-Executive Director, NHS WI
Mr. Angus Morrison	Councillor, CnES

Non-Voting Members Present:

Ms. Debbie Bozkurt	Chief Finance Officer, IJB
Dr. Ron Culley	Chief Officer, IJB
Mr. Malcolm MacDonald	Staffside Representative, CnES
Ms. Fiona Macleod	Representative of WICUSN
Mr. Eoin MacNeil	Voluntary Action Barra and Vatersay (VC)
Mrs. Morag Munro	Third Sector Representative
Mrs. Mairi Murray	Staffside representative, NHSWI

In Attendance:

Ms. Lesley McDonald	Head of Executive Office, CnES
Mrs. Michelle McPhail	Business Manager, NHS WI
Ms. Emma MacSween	Head of Social and Partnership Services, CnES
Dr. Maggie Watts	Director of Public Health, NHS WI (Deputy / Proxy Member)

1. WELCOME

The Chair welcomed all those attending the meeting. He welcomed Mr. Eoin MacNeil who joined the meeting via VC from Barra.

2. APOLOGIES FOR ABSENCE

Apologies:

Mr. Murdo Afrin	Service User Representative
Mr. Malcolm Burr	Chief Executive of CnES
Dr. Kirsty Brightwell	Associate Medical Director, Primary Care
Mr. Angus Campbell	Leader, CnES
Mr. Gordon Jamieson	Chief Executive of NHS Western Isles
Mr. Norman MacDonald	Convener, CnES
Mrs. Maria MacKay	Chief Social Work Officer, CnES
Mrs. Kathleen McCulloch	Community Lead Nurse, NHS WI
Dr. Greg Ofili	Consultant, NHS WI
Mr. Uisdean Robertson	Councillor, CnES (Vice-Chair of IJB)

3. DECLARATIONS OF INTEREST

No declaration(s) of interest(s) were raised in relation to any of the agenda items to be discussed.

4. MINUTES

4.1 IJB Minutes of 22nd December 2016

The Minutes of the Integration Joint Board held on 22nd December 2016 were approved as an accurate record of the discussions, subject to the following changes:

- **Welcome:** The second sentence should read “He advised that Cllr. Robertson and Mr. MacNeil were due to join...”
- **Apologies:** Amend Mr. MacNeil’s organisation to Voluntary Action Barra and Vatersay.
- **Item 7.4 – Reform of Residential Estate in Lewis** ~ first paragraph, third sentence should read “She indicated that given the complexity of the technical and financial modelling it would not be possible to present a refined option appraisal for consideration this month.”

Decision: The Board formally approved the Minute.

4.2 Matters Arising

No items were raised.

4.3 Action Points

24.05.16 - Item 11 Scheme of Delegation ~ The Chair noted that the official process to include Dr. Culley onto the Scheme of Delegation within NHS Western Isles will be presented to the Health Board in March 2017. **REMOVE**

16.02.17 – Item 5.1 IJB Financial Performance Monitoring ~ The Chair asked Ms. McDonald to pass on his thanks to Councillors for their attendance at the Parent Bodies Seminar held on the 24th January 2017 within the Council Chambers. Ms. McDonald noted this. **REMOVE**

Decision: The Board formally noted the report and the verbal updates.

5. FINANCIAL PERFORMANCE

5.1 IJB Financial Monitoring Report

5.1.1 Month 9 report

5.1.2 Virements and allocation adjustments

5.1.1 Month 9 Report.

The Chief Finance Officer, Ms. Bozkurt drew colleagues' attention to the Month 9 report. Ms. Bozkurt highlighted that as at the 31st December 2016 the Board is showing an in-year overspend of £774,000 and projecting a year-end overspend of £310,000. She highlighted the areas of pressure within both the NHS and Social Work:

- Acute nursing in-year overspend of £105k and projecting overspend of £118k at the year end.
- Residential income is projecting an overspend of £174k, increase of £117k from month 7. Members discussed the background of residential invoicing and, noting the issue of invoices "time-barred", therefore the potential of not being able to obtain payment. Dr. Culley provided reassurance that this was being addressed as well as ensuring efficient assessment of individuals' ability to pay.
- Out of Hours cost pressure will likely to be overspend by the year end of £110k.
- Mainland placements will be overspent by £226k at the year end. This is due to an unusually high requirement for three long term acute placements.

Ms. Bozkurt indicated that the efficiency savings of the Integrated Joint Board are £1,135k, of which £884k has already been achieved. The IJB is forecasting that a total of £1,180k will be achieved by the year end, £35k above the saving required.

Members deliberated over the report, asking questions on the services provided and the financial challenges, specifically addressing the residential income and assessment of individuals being conducted in a timely manner.

5.1.2 Virements

The Chief Finance Officer submitted details of virements made in-year to date. Members noted the position.

Decision: The Board formally noted the Month 9 report and virements.

5.2 IJB Budget Strategy 2017-2019

The Chief Officer advised, in accordance with the Western Isles Integration Scheme, that the IJB is required to approve a balanced budget on the bases of funding from NHS Western Isles and Comhairle nan Eilean Siar. He indicated that the process has been challenging in light of the financial constraint which both parent bodies are facing in 2017 and beyond.

Dr. Culley remarked upon the position as at 16th February 2017, advising that a gap of £1.735m was recorded for 2017/18 budget, with saving equating to £1.004m being identified, some of which are high risk. Work continues to close the gap as much as possible and hopefully a balanced budget will be presented to Members at the meeting in March. It was advised that if the IJB cannot present a balanced budget, there will be a need to prepare a recovery plan to demonstrate how any unallocated savings will be achieved. Dr. Culley reflected on the position noting that in the years to come, further savings will need to be made and this information should be shared with the public. The IJB needs to ensure that the public are advised of the changes required and the very difficult decisions that need to be taken over the next three years, and what service change will or may look like.

The Chair reiterated the challenges being faced within individual parent bodies as well as the collective IJB, in respect of financial, staffing and resource delivery.

Members discussed the report, seeking clarification on specific aspects of savings, including proposed savings within the Third Sector as well as Health and Social Work. Specific aspects included vacancies savings and risk assessments being conducted; residential income and assessment of clients from the point of entry to the eight week timescale.

Mairi Murray arrived at the meeting 12pm

The Chair thanked Members for their input and Dr. Culley for providing the briefing.

Decision: The Board formally:

- (a) Noted the progress made to date on achieving a balanced IJB budget;**
- (b) Noted that the IJB anticipates intense financial challenges will continue in the years to come;**
- (c) Supported the Budget Strategy and agreed that this is published;**
- (d) Agreed to the overall approach as set out in the paper discussed.**

Action: Final budget will be presented in March 2017.

5.3 Community Care Charges

The Chair asked Ms. Emma MacSween to present her report to Members.

Ms. MacSween asked Members to approve the revised charges for Comhairle community care services for 2017/18, which will take effect from 3rd April 2017, in the context of the COSLA guidance on charging for social work services.

Ms. MacSween provided an update on the charges for Care at Home, transport, Comhairle Care Homes and Area Care Units, Independent Care home providers charges, charges for meals provision and direct payment charges. Members discussed the report, noting that the policy had been agreed within the Policy & Resource Committee, CnES.

The Chair thanked Ms. MacSween for her report and the following decisions were noted and agreed.

Decision: The Board formally agreed to:

- (a) the charge per hour for a Care at Home service (Home Care) for 2017/18 be increased by 3% to £16.50;**
- (b) the Care at Home service (Home Care) thresholds be increased for a single person and for a couple in accordance with the Guidance to be issued by COSLA for non-residential care charges;**
- (c) the standard weekly charge for Comhairle care homes for the elderly in 2017/18 be increased by 3% to £998 for single rooms and £898 for shared accommodation;**
- (d) the standard weekly charge for Ardseileach Care Home for 2017/18 be increased by 3% to £1,430;**
- (e) the 2017/18 fee for residential assessment and respite care (currently £126.60 per week) be increased by the percentage increase in pension credit;**
- (f) the fee per bed for the Area Care Units be increased by 3% to £700 per week;**

- (g) the agreed rate for the independent care homes for 2017/18 are currently as follows pending further negotiation with regard to the Living Wage.
- Blàr Buidhe £681 + NCHC inflation
 - Leverburgh £612 + NCHC inflation
 - Bethesda £712
- (h) the meal provision charges for Day Care and other community based service users for 2017/18 be £0.60 for tea/coffee and £2.70 per meal for lunch or a cooked meal;
- (i) the room hire and other facilities related charges be increased by 3%;
- (j) the charge for each single journey be retained at £0.50 for transport provided for an individual service user pending consideration of a revised policy for transport assistance by June 2017; and
- (k) the hourly rate for direct payments be set at £13.86 for one-to-one personal care, £9.98 for the training/specialist rate, £7.61 for the standard rate and between £22.82 and £59.88 for the half-day to full-day rate for Day Care for adults with learning disabilities depending on assessment.

Action: In respect of decision (b) noted above, a formal report will be presented in six months (IJB meeting on 21.09.17) noting the impact of the changes.

6. CORPORATE GOVERNANCE

The Chair noted a request that item 6.2 be taken next to enable Members to discuss the report as some Members need to leave early to catch a flight to the Southern Isles. Members agreed.

6.2 Redesign of Dental Services in Uist

Dr. Culley, Chief Officer provided an update on the delivery of dental services in the Uists. He indicated that the report provides the best option in respect of the future shape of dental services. The report highlights that the community preference emerging from the staff engagement event is for the three site services to be maintained, however he indicated that the views need to be balanced against clinical and cost factors. Dr. Culley reflected on the outcome of the IJB meeting in December where Members asked for additional information on clinical safety. In addition, Dr. Culley stated that further information is provided on revenue costs and the need to ensure that unit costs become more consistent across the Western Isles.

Dr. Culley advised that in reviewing the clinical safety aspect, there is no specific detail in respect of single handed practitioners, however there is

academic information stating that team working is safer. He emphasised the need to develop a safer service, developing a quality cluster and bring dentists together, and reiterated the need to deliver a clinical safe, efficient and effective service to the people in the Uists. He indicated that as part of the review of efficiency productivity levels are higher in Lewis than in Uist.

Cllr. Ronnie MacKinnon read out a statement from the Association of Uist Community Councils noting their issues with having a centralised dental clinic, which Members noted.

Members discussed the report deliberating over the options and concerns raised by staff and public. The aspect of working as a team was highlighted; however Dr. Watts advised that the dentist in Harris works as part of the team in Stornoway and the dentist in Barra has professional links with Campbeltown. Members reflected on the views noted, including the safer provision of services arising from being part of a team of peers. The collective service would provide patients with a greater provision of services from multiple dentists, in a more modern facility with an overall more efficient and effective delivery.

At this point the Chair suggested that the Board breaks for lunch and reconvenes to continue the discussion on dentistry. Break from 1245 to 1315.

Members resumed discussions following lunch.

Members discussed the location of the proposed centralised dental service being the Uist and Barra Hospital. It was noted that the public wish to have more medical services provided in the hospital rather than dentistry. The Chair reflected on the aims of the Scottish Government Health and Social Care Department who have stated that less activity should be held in hospital and more services provided in the community. He indicated that hospitals are not a place of residence and if medical intervention is not required then patients / clients should be treated in the community. The development of a clinical hub, being the Uist and Barra Hospital, would involve multi-disciplinary professionals, ranging from GPs to AHP and Social Work. The Chair also stated that in providing a new location, the capital investment is not a decision for IJB but is an issue for the parent body, in this case NHS Western Isles.

Concern was raised at centralisation and the impact this would have on the employment of staff, for example receptionists and dental assistants. The Chair advised that within the NHS there is a no redundancy policy but redeployment pathway.

Mrs. McPherson put forward an alternative proposal in respect of efficiencies. The Chair suggested that the alternative proposal should be discussed with the Chief Officer out with the meeting.

The Chief Officer summarised, noting the concerns raised, however he stressed that if this proposal, which provides the current level of service and treatment, within a new facility and safer team working is not approved then more radical suggestions of how money can be saved will need to be presented and will impact on front line services, all of which are unpalatable.

The Chair brought the discussion to a close noting that this had been a good opportunity to raise views and be heard. He suggested that the report is revised for a final time and that the formal decision on the service is taken at the next meeting of the Board.

Decision: The Board formally reviewed the recommendations and the following decisions were made.

- (a) Noted that the community preference emerging from the Options Appraisal Event is for a three site service to be maintained in Uist;**
- (b) Noted that we have explored how best to deliver a three site solution, but that a combination of clinical and cost factors suggest that we should move to develop a single dental team ahead of any capital redevelopment;**
- (c) DEFERRED THE DECISION ~ Noted that we will now work up a service development strategy for dentistry in the Western Isles, based on these conclusions;**
- (d) DEFERRED THE DECISION ~ Agreed that were the Health Board to find the capital resources to fund a single hub in Uist and Barra Hospital, then the dental service should be based in that hub;**
- (e) Noted that there are nonetheless significant community concerns about operating from a single hub, including access/transport issues, the sustainability of communities in the north and south of Uist and the impact on existing hospital services;**
- (f) DEFERRED THE DATE ~ Agreed that focused work is undertaken to address these issues, based on the proposals set out at paragraph 25, and that final proposals are consulted on in January 2017; and**
- (g) DEFERRED THE DECISION ~ Agreed that the matter is now referred to the Health Board, to allow detailed capital investment proposals to be developed in respect of a central hub.**

Action: Present the final revised paper to the next meeting of the IJB.

Those recommendations not noted or agreed will be addressed at the next meeting of the IJB.

6.1 Mental Health Service Redesign Progress Report

Dr. Maggie Watts, Director of Public Health, recalled that the Board wishes to note the costs of all options noted in the Mental Health Service Redesign paper before going out to full consultation. The report presented provides Members with a breakdown of the cost for each option.

Members deliberated over the report, comparing the costs between options. It was stated that in the original brief the redesign of the service should be contained within the current financial envelope, however Members enquired, at a time of financial constraint why wasn't the service being delivered in a way that made financial savings. Dr. Watts advised that by the time the service is implemented it is anticipated that savings will be achieved.

The Chair thanked Dr. Watts and her staff for their endeavours to provide the additional information within a tight timeframe. Members fully supported the redesign, costed options and approved the Option 3 as the preferred option.

Decision: The Board formally approved the costings and agreed to proceed to public consultation.

7. STRATEGIC GOVERNANCE

7.1 IJB Performance Improvements

7.1.1 Measuring performance under integration – Scottish Government Letter Geoff Huggins

7.1.2 Health and Social Care Delivery Plan

The Chief Officer drew colleagues' attention to the summary report as well as the letter from Geoff Huggins, Director for Health and Social Care Integration Directorate within the Scottish Government. He noted the request from the Scottish Government to provide detail on how the IJB will deliver and perform against the six target areas.

Dr. Culley indicated that the six areas noted within the letter are aligned within the IJB Strategic Plan including relevant indicators which are reported within the performance report.

In reviewing the Health and Social Care Delivery Plan, Dr. Culley referred to the need to ensure that our response to the Scottish Government takes account of the national aims noted in the report.

The Chair thanked Dr. Culley for the report and colleagues agreed to the proposal for submission to the Ministerial Group.

Decision: The Board formally:

- (a) Noted the developments at a national level**
- (b) Approved the table to be submitted to the Ministerial Strategic Group, taking account that the draft would require further work to refine the position.**

8 ANY OTHER COMPETENT BUSINESS

No items were raised.

9. DATE AND TIME OF NEXT MEETING

Date: 23.03.17
Time: AM
Location: Practical Room, Stornoway

The Chair thanked everyone for their contribution to the discussion and brought the meeting to a close.