

<b>Meeting</b>	<b>Integration Joint Board (IJB)</b>
<b>Date, Time and Place</b>	<b>Wednesday 20 June 2018 at 3pm Bressay Room, NHS Shetland (NHSS) Headquarters, Montfield, Burgh Road, Lerwick, Shetland</b>
<b>Present [Members]</b>	<p><b><u>Voting Members</u></b>  Allison Duncan  Jane Haswell [substitute for Natasha Cornick]  Emma Macdonald  Shona Manson  Robbie McGregor  Marjory Williamson</p> <p><b><u>Non-voting Members</u></b>  Simon Bokor-Ingram, Chief Officer/Director of Community Health and Social Care  Maggie Gemmill, Patient/Service User Representative  Jim Guyan, Carers Strategy Group Representative  Ian Sandilands [substitute for Edna Watson, Senior Clinician – Senior Nurse]  Lorraine Hall [substitute for Ian Sandilands, Staff Representative]  Karl Williamson, Chief Financial Officer</p>
<b>In attendance [Observers/Advisers]</b>	Jonathan Belford, Executive Manager- Finance, SIC Jan Riise, Executive Manager – Governance and Law, SIC Hazel Sutherland, Head of Planning and Modernisation, NHS Emma Cripps, Internal Auditor, SIC Leisel Malcolmson, Committee Officer, SIC <i>[note taker]</i>
<b>Apologies</b>	<p><b><u>Voting Members</u></b>  Natasha Cornick</p> <p><b><u>Non-voting Members</u></b>  Edna Watson, Senior Clinician – Senior Nurse  Catherine Hughson, Third Sector Representative  Susanne Gens, Staff Representative</p> <p><b><u>Observers/Advisers</u></b>  Ralph Roberts, Chief Executive, NHS</p>
<b>Chairperson</b>	Marjory Williamson, Chair of the Integration Joint Board, presided.
<b>Declarations of Interest</b>	None.
<b>17/18</b>	<b>Shetland Islands Health and Social Care Partnership Quarterly Performance Overview, January - March 2018</b>

<p><b>Report No. CC-25-18-F</b></p>	<p>The IJB considered a report by the Head of Planning and Modernisation, NHS Shetland that presented the strategic overview of all elements of progress towards delivering on the strategic plan.</p> <p>The Head of Planning and Modernisation introduced the main terms of the report. In responding to a question regarding IJB Member involvement in the scenario planning process she said that this was a mechanism that would provide a broad understanding of key issues around staffing resources, demand, health improvement and prevention. She said that in terms of changes from the IJB perspective she was looking for the IJB to take ownership of the process. The Head of Planning and Modernisation added that for the events she had invited a broad range of stakeholders. The Chief Officer advised that there had been good representation at the workshops from the Strategic Planning Groups, and it was now important to use the experience in the run up to the Strategic Plan Refresh to engage with the IJB Members in seminars to provide the opportunity of getting into more detail.</p> <p>During discussion questions were responded to in regard to the proactive approach of the Public Health Service to alcohol intervention; lessons learned around self-directed support and the way individuals interpret the guidance which had now been rectified; and the best practice work being undertaken to address complaints regarding miss-sent invoices. In responding to a question on the diagnosis of dementia register, the Chief Officer said his response would be considered operational detail and he agreed to provide a response outwith the meeting.</p> <p>Further discussion included polypharmacy and the improvements made in reviewing what has been prescribed over the last year or so. It was noted that more work is being done to roll out polypharmacy into communities and that there is funding for this within Primary Care.</p> <p>The IJB agreed that the Director of Pharmacy be asked to report on indicators of interest at the next meeting, including polypharmacy.</p> <p>The Chief Officer advised that Appendix F incorrectly recorded the responsible officer clarifying that it should state his name in each case.</p>
<p><b>Decision</b></p>	<p>The IJB noted the Shetland Islands Health and Social Care Partnership's Strategic Commissioning Plan 2017-2020.</p>
<p><b>18/18</b></p>	<p><b>Shetland Islands Health and Social Care Partnership Annual Performance Report 2017-18</b></p>
<p><b>Report No. CC-23-18-F</b></p>	<p>The IJB considered a report by the Head of Planning and Modernisation, NHS Shetland that provided an overview of performance in planning and carrying out integrated functions.</p> <p>The Head of Planning and Modernisation introduced the main</p>

	<p>terms of the report.</p> <p>The IJB were advised that although the reference to self-directed support indicated a steady growth in packages, it was the case that the figures provided were still lower than the national percentage of 6.5%. The Chief Officer said that this was really positive as it is more challenging in a rural context in terms of finding Personal Assistants. It was however acknowledged that how the packages are offered may be the reason Shetland is lagging behind. The Chief Officer agreed, stating that locally a choice is offered but in some other areas there might be less choice given at the start on options.</p> <p>During discussion Members commented on the downward trend of care beds available, and in responding to a question the Chief Officer said that he hoped this trend would see a reversal to an increase. He advised that there had been success in shifting the balance of care and the re-enablement programme means that care can be provided in people's homes. He added that the preference indicated by the public is that people wish to be cared for at home.</p> <p>The Chief Officer also reported on the Alcohol Brief Interventions and advised that it was important that this was covered by every service and ensure that clinicians deliver the brief intervention. He said that work was ongoing in this regard within Public Health.</p> <p>In addressing a comment on Community Care Resources use of agency staff, the Chief Financial Officer agreed to provide the Vice-Chair with a note of the cost of agency cover, following the meeting.</p> <p>At the request of the Chair, the Chief Officer provided an update on progress in regard to doctor recruitment and advised that a permanent Psychiatrist is now in post with the second post being covered by a locum. He said it was important to identify people in need of these services early on but reported that there were less clients going to Cornhill and commented that Shetland has good links with the Grampian health service. The Chief Officer said that an area identified for improvement was the Out of Hours Service as it was not sustainable for two Psychiatrists to provide a 24/7 service. He said that work was ongoing with other Island areas who understand the complexities in providing services in remote areas.</p> <p>The IJB unanimously approved the recommendations contained in the report.</p>
<b>Decision</b>	The IJB approved the Shetland Islands Health and Social Care Partnership's Annual Performance Report for 2017-18 for publication.
<b>19/18</b>	<b>Financial Monitoring Report to 31 March 2018 (Including Financial Recovery Plan Update)</b>

<p><b>Report No. CC-24-18-F</b></p>	<p>The IJB considered a report by the IJB Chief Financial Officer that provided information on the Management Accounts as at the end of the 2017/18 financial year</p> <p>The Chief Financial Officer introduced the main terms of the report highlighting areas of overspend and underspend in Appendix 1, and he also explained the main variances and carry forwards presented.</p> <p>During the discussion, the Chief Officer confirmed that the delay in starting some projects referred to in paragraph 4.13 was due to the issues around recruitment. He said that there was a problem in attracting qualified staff but also in retaining staff. In terms of what the IJB could do to help at an operational level the Chief Officer said that it was helpful for the IJB Members to be visible within the service and to help staff feel supported and valued. A further suggestion was made that the Scottish Government be presented with the figures relating to the cost of locum doctors in rural areas, unable to return to their home each night and have the added cost of transport. The Chief Officer agreed, stating that the cost of locum doctors is at a premium for Shetland. He said however that Officers regularly present the Scottish Government with figures. It was acknowledged that it is not just to costs associated with locum doctors but the cost of the extra work for officers to make the arrangements for locums. Following further discussion the Chief Officer gave assurance that this would continue to be raised with the Scottish Government.</p> <p>Following some discussion on how £6m saving can be found over the next 4 years, the IJB agreed that an update on the next steps will be provided to Members following presentation of a report on the final Accounts that describes the funding gap, to the NHS Board meeting on Friday.</p>
<p><b>Decision</b></p>	<p>The IJB noted the 2017/18 Management Accounts for the year ended 31st March 2018.</p>
<p><b>20/18</b></p>	<p><b>Unaudited Accounts 2017/18</b></p>
<p><b>Report No. CC-31-18-F</b></p>	<p>The IJB considered a report by the IJB Chief Financial Officer, which presented the 2017/18 Unaudited Accounts for the Shetland Integration Joint Board and sought approval for the Annual Governance Statement 2017/18 that forms part of the accounts.</p> <p>The IJB Chief Financial Officer introduced the main terms of the report and advised that the IJB Audit Committee had considered the Unaudited Accounts and approved the Governance Statement.</p> <p>During consideration of the report it was noted that the reference within the accounts to “carer” required to be changed to “unpaid” carer”, where appropriate, before it is finalised.</p>

	The Mr McGregor moved that the IJB approve the recommendations contained in the report, seconded by Ms Macdonald. The IJB concurred.
<b>Decision</b>	<p>The IJB:</p> <ul style="list-style-type: none"> <li>• CONSIDERED the 2017/18 Unaudited Annual Accounts for the Shetland Integration Joint Board;</li> <li>• CONSIDERED the information that highlighted the key issues from the 2017/18 accounts; and</li> <li>• APPROVED the Annual Governance Statement 2017/18 that forms part of the accounts.</li> </ul>
<b>21/18</b>	<b>Shetland's Partnership Plan 2018-2028 - the Local Outcome Improvement Plan</b>
<b>Report No. CC-21-18-F</b>	<p>The IJB considered a report by the Head of Planning and Modernisation that required the IJB to agree that contributing the necessary resources to deliver the improvement activity to improve local outcomes through the Shetland Islands Health and Social Care Partnership Joint Strategic Commissioning Plan, must be one of the priorities in the annual budgeting process.</p> <p>The Head of Planning and Modernisation introduced the report, and provided an update on the feedback from the Strategic Planning Group stating that apart from the comments received the Strategic Planning Group were supportive of the Plan and looked forward to the next stage in the process.</p> <p>Reference was made to Appendix 2, "People who feel they want to be more involved in decision making" where it was noted the % reduces at each target. Comment was made that these targets be increased, and not reduced by 2028. The Head of Planning and Modernisation agreed to have this checked.</p> <p>During discussion comment was made on the need to focus on early intervention and prevention and it was suggested that this could help with "tackling alcohol" referred to in paragraph 4.3. The point was made that drugs was also a problem and comment was made on the effects of drugs and alcohol on employment. The suggestion was made that a zero tolerance approach with random testing should be applied by the NHS and SIC. The Chief Officer said that this would not be directed by the IJB. A further suggestion was made that reference to 4.2 "tackling alcohol misuse" be changed to "substance misuse" to encompass all.</p> <p>However, following advice from the Head of Planning and Modernisation and the Executive Manager – Governance and Law, the IJB approved the recommendations contained in the report on the motion of Ms Macdonald, seconded by Ms Haswell. The IJB concurred.</p>

<b>Decision</b>	<p>The IJB:</p> <ul style="list-style-type: none"> <li>• APPROVED the Shetland's Partnership Plan 2018-2028, at the Appendix ; and</li> <li>• AGREED that contributing the necessary resources to deliver the improvement activity to improve local outcomes through the Shetland Islands Health and Social Care Partnership Joint Strategic Commissioning Plan, as updated, must be one of the priorities in the annual budgeting process.</li> </ul>
<b>22/18</b>	<b>Mental Health Resources: Strategic Outline Case</b>
<b>Report No. CC-22-18-F</b>	<p>The IJB considered a report by the Head of Planning and Modernisation, NHS Shetland on behalf of Director of Community Health and Social Care and Head of Mental Health Services that sought approval of the Strategic Outline Case for the Mental Health Services Redesign.</p> <p>The Head of Planning and Modernisation introduced the main terms of the report and advised that the report had been presented to the Strategic Planning Group who were supportive of this approach.</p> <p>The IJB unanimously approved the recommendations contained in the report.</p>
<b>Decision</b>	<p>The IJB:</p> <ul style="list-style-type: none"> <li>• Noted the report on the Shetland Islands Health and Social Care Partnership's Strategic Commissioning Plan 2017-2020; and</li> <li>• APPROVED the Strategic Outline Case for the Mental Health Services Redesign.</li> </ul>
<b>23/18</b>	<b>Audit Scotland Report - What is Integration?</b>
<b>Report No. CC-26-18-F</b>	<p>The Director of Community Health and Social Care presented the Audit Scotland Report for the Board to consider how the report could be used to improve local knowledge of health and social care integration.</p> <p>The Chief Officer introduced the main terms of the report, and during discussions the IJB noted that Lanarkshire Council had provided a video on their website that visually illustrates "integration".</p> <p>The Executive Manager – Governance and Law advised that he was responsible for bringing governance issues affecting integration forward through the IJB Governance Review and he invited members to approach him and he would feed back to the Chair and Chief Officer on issues to focus discussion topics for a</p>

	<p>seminar.</p> <p>A further suggestion was made that a simple questionnaire could be issued to the public to gauge their understanding of Integration.</p> <p>The IJB unanimously agreed that comments be provided through the Executive Manager – Governance and Law to the Chair and Chief Officer with a view holding a focused seminar to inform the Code of Corporate Governance Review to include how this report can be used to improve local knowledge of health and social care integration.</p>
<b>Decision</b>	<p>The IJB:</p> <ul style="list-style-type: none"> <li>• NOTED the Audit Scotland Report “What is Integration? A short guide to the integration of health and social care services in Scotland”; and</li> <li>• AGREED that comments be provided through the Executive Manager – Governance and Law to the Chair and Chief Officer with a view holding a focused seminar to inform the Code of Corporate Governance Review to include how this report can be used to improve local knowledge of health and social care integration.</li> </ul>
<b>24/18</b>	<b>IJB Business Programme 2018/19 and Action Tracker</b>
<b>Report No. CC-29-18-F</b>	<p>The IJB considered a report by the Chief Officer that allowed the Board to consider the planned business to be presented during the financial year to 31 March 2019.</p> <p>The Chief Officer introduced the main terms of the report and following discussion it was agreed that the following changes be made:</p> <ul style="list-style-type: none"> <li>• IJB Business Programme: “Planned business still to be scheduled” move Joint Strategic Commissioning Plan” to the September meeting.</li> <li>• “Outcomes to Scenario Planning event” to be removed as this is to be provided in an email to Members.</li> <li>• Action Tracker: No 18 “Update column” add, “email to be provided to Members advising of outcomes”.</li> </ul>
<b>Decision</b>	<p>The IJB:</p> <ul style="list-style-type: none"> <li>• APPROVED its business planned for the financial year to 31 March 2019 (Appendix 1); and</li> <li>• REVIEWED the IJB Action Tracker.</li> </ul>

The meeting concluded at 4.50pm.

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Chair