

AGENDA ITEM 3(a)

MINUTE of HYBRID MEETING of the **ANGUS INTEGRATION JOINT BOARD** held in the Town and County Hall, Forfar on Wednesday 28 August 2024 at 2.00pm.

Present: Voting Members of Integration Joint Board

PETER DAVIDSON – Non-Executive Board Member, NHS Tayside - Vice Chair
SAM RIDDELL, Non-Executive Board Member, NHS Tayside
Councillor GEORGE MEECHAN, Angus Council
Councillor LOIS SPEED, Angus Council

Non-Voting Members of Integration Joint Board

JILLIAN GALLOWAY, Chief Officer
ALEXANDER BERRY, Chief Finance Officer
CHRIS BOYLE, Staff Representative, Angus Council
ALISON CLEMENT, Clinical Director
SUZIE BROWN, Nurse Director
CHRISTOPHER SCHOFIELD, Registered Medical Practitioner
ANDREW JACK, Service User Representative
KIRSTY LEE, Interim Chief Social Work Officer, Angus Council
DAVID MACKENZIE, Carers Representative
HAYLEY MEARNIS, Third Sector Representative
RON MCCOMISKIE, Unison Steward

Advisory Officers

JOHN COOPER, Head of Community Health and Care Services, AHSCP
DAVID COULSON, Director of Pharmacy, NHS Tayside
Dr SIMON HILTON, Associate Director of Public Health, NHS Tayside
FIONA KELLY, Legal, Governance & Change, Angus Council

Peter Davidson, Vice Chair, in the Chair.

1. APOLOGIES

Apologies for absence were intimated on behalf of Councillor Julie Bell, Andrew Thomson, GP Representative, Nicky Worrall, Independent Sector Representative and Barbara Tucker Staff Representative with Ron McComiskie, Unison Steward Substituting.

2. DECLARATIONS OF INTEREST/STATEMENT OF TRANSPARENCY

There were no declarations of interest or statements of transparency made.

3. MINUTES INCLUDING ACTION LOG AND CHAIR'S ASSURANCE REPORTS

(a) Previous Meeting

The minute of meeting of the Angus Integration Joint Board of 26 June 2024 was submitted and approved as a correct record.

(b) Action Log

The Action Log of the Angus Integration Joint Board of 26 June 2024 was submitted. Jillian Galloway, Chief Officer provided an overview and brief update in relation to the progress made, thereafter, the Integration Joint Board noted the action log.

(c) Chair's Assurance Report - Strategic Planning Group (SPG) – 31 July 2024

There was submitted the Chair's Assurance Report together with the minute from the Angus Strategic Planning Group (SPG) of 31 July 2024. Jillian Galloway, Chief Officer

introduced the Report, thereafter the Integration Joint Board noted the contents of the Report.

(d) Chair's Assurance Report – IJB Audit Committee – 26 June 2024

There was submitted the Chair's Assurance Report from the Chair of Angus IJB Audit Committee. Andrew Jack, Chair introduced the Report highlighting progress made.

Alexander Berry, Chief Finance Officer provided members with an update, thereafter the IJB noted the contents of the Report and the minute of meeting the IJB Audit Committee of 26 June 2024.

4. CHIEF OFFICERS UPDATE

With reference to Article 4 of the minute of meeting of this Board of 26 June 2024, there was submitted Report No IJB 45/24 by the Chief Officer providing an update to members on items that at this time did not merit a full Report, but the Board may wish to note the updated position. The Report detailed updates on work underway across Angus Health and Social Care Partnership (AHSCP) and information in relation to a range of policy updates.

The Chief Officer highlighted items within the Report to members with regards to Creating Hope Together - Delivery Plan - April 2024 – March 2025, confirming that Angus would be updating their own delivery plan in relation to this which would report to the IJB at a later date. The workforce information requested by the Board was also included within the Workforce Update section of the Report and following a recent Internal Audit for Adults with Incapacity there was a follow up audit which had taken place June/July 2024, and this had now received substantial assurance by the Auditors.

The Report also updated members of the current position with regards to delayed discharges, confirming there were currently 16 delays across Angus.

The Integration Joint Board noted the contents of the Report.

5. REVISED ANNUAL WORKPLAN/REPORTING SCHEDULE 2024-2025

With reference to Article 9 of the minute of meeting of this Board of 26 June 2024, there was submitted Report No IJB 46/24 by the Chief Officer setting out the Updated Annual Work Plan/Report Schedule for Angus Integration Joint Board for 2024/2025.

Appendix 1 to the Report set out the updated annual workplan/reporting schedule.

The Integration Joint Board agreed: -

- (i) to approve the updated workplan/reporting scheduled for 2024/2025; and
- (ii) to acknowledge that the annual workplan/reporting schedule 2024/25 would be presented at each IJB with progress updates as a standing agenda item.

6. TIMETABLE OF MEETINGS FOR IJB AND IJB AUDIT COMMITTEE 2025

With reference to Article 5 of the minute of meeting of this Board of 23 August 2023, the Committee agreed to note the timetable of meetings for the IJB and IJB Audit Committee for 2025.

7. APPOINTMENTS

With reference to Article 4 of the minute of meeting of this Board of 24 April 2024, there was submitted Report No IJB 47/24 requesting members to note resignations, including that of Peter Davidson (Vice Chair), seeking approval for the appointments of voting members plus the chair, vice chair and additional the appointment of the Depute Chief Officer for a further period of 6 months.

The Chief Finance Officer advised that Sam Riddell, Non-Executive Board Member had expressed an interest in becoming a member of the IJB Audit Committee.

The Integration Joint Board agreed to:

- (i) note the resignation of Peter Davidson, Vice Chair and voting member of the IJB, with effect from 29 August 2024;
- (ii) approve the appointment of Steven Whyte as a voting member of the IJB subject to approval by the forthcoming NHS Tayside Board on 29 August 2024;
- (iii) approve, subject to Steven Whyte being appointed, that in terms of Standing Order 3.2, would take up the role as Chair of the IJB from 1 January 2025;
- (iv) approve that the current Chair would become the Vice Chair from 1 January 2025;
- (v) approve the appointment of Martin Black, appointed proxy member for IJB, as a voting member of the IJB subject to approval by the forthcoming NHS Tayside Board on 29 August 2024;
- (vi) note that Nicky Worrall had intimated her resignation as the Independent Sector Representative (non-voting) member of the IJB and member of the IJB Audit Committee with effect from 31 October 2024;
- (vii) to appoint Sam Riddell, Non-Executive Board Member of the IJB to its Audit Committee, with regards to the current vacancy in the Audit Committee;
- (viii) designate Eunice McLennan, Head of Community Health and Care Services, as Depute Chief Officer for the IJB for a further period of six months, ending in February 2025.

8. MENTAL HEALTH & LEARNING DISABILITY PROGRAMME UPDATE

With reference to Article 11 of the minute of meeting of this Board of 21 February 2024, there was submitted Report No IJB 48/24 by the Chief Officer updating members on the progress being made with the Mental Health and Learning Disabilities Programme.

The Report updated the IJB on work taken forward, the progress made since its approval on 26 June 2024 and provided members with next key steps for the programme.

Following questions and comments the Integration Joint Board agreed:

- (i) to acknowledge and support the programme being made with the Mental Health and Learning Disabilities Programme; and
- (ii) that a further update be submitted in December 2024 and the IJB workplan be modified to reflect this.

9. LEARNING DISABILITIES IN-PATIENTS

With reference to Article 8(a) and (b) of the minute of meeting of this Board of 10 January 2018, there was submitted Report No IJB 49/24 by the Chief Officer advising members of the operational decision taken by NHS Tayside's Executive Leadership Team to progress the move to a single site for Tayside Inpatient Learning Disability Services in line with the strategic direction previously agreed by the Tayside Integration Joint Boards.

The Report informed members that in January 2018, Perth and Kinross Integration Board as lead strategic planning partner for Tayside Inpatient Mental Health and Learning Disability services had approved a decision to move to a single site model for Learning Disability Services at Murray Royal Hospital in Perth. This was following a consultation and engagement process that had previously been reported to Angus IJB.

The Report outlined the reasons why this service change did not progress timeously following that decision and set out the current issues with the physical environment in addition to leadership, professional practice and culture highlighted through an internal Care Assurance Review and feedback from a recent Mental Welfare Commission unannounced visit. Setting out the recent operational decision taken by NHS Tayside's Executive Leadership Team, which included the 3 Tayside Integration Joint Board Chief Officers, to expedite the move to a single site model and outlined the approach to deliver this taking into consideration patients, families and workforce implications in addition to financial, infrastructure and future care arrangements through a work programme overseen by a newly established Inpatient Learning Disability Transition Task and Finish group.

Ron McComiskie, Unison Steward read out a statement on behalf of all NHS Trade Unions, professional organisations and staff side.

Following questions, discussions and having heard from a number of members, the Integration Joint Board agreed: -

- (i) to acknowledge the content of the Report on the Tayside Inpatient Learning Disability Service as detailed in Appendix 1 to the Report;
- (ii) to reaffirm the strategic direction agreed in 2018 with regards to a move to a single site model for Tayside Inpatient Learning Disability Services;
- (iii) to recognise the development of a comprehensive programme of work to progress the move to a single site by August 2025;
- (iv) to accept the intention to provide quarterly progress reports to the IJB and requested the Chief Officer to ensure that these were provided accordingly; and
- (v) that the Chief Officer bring back a further paper to the IJB detailing commissioning requirements for in-patient for Angus.

Councillor Speed requested that her dissent be recorded in relation to the foregoing decision.

10. ANGUS ALCOHOL AND DRUG PARTNERSHIP ANNUAL REPORTING SURVEY: 2023/24

With reference to Article 15 of the minute of meeting of this Board of 21 June 2023, there was submitted Report No IJB 50/24 by the Chief Officer seeking endorsement from Angus Integration Joint Board of the 2023-24 Scottish Government Annual Reporting Survey for the Angus Alcohol and Drug Partnership and providing an update on the business and progression of national policy and priorities in relation to drugs and alcohol at a local level.

The Report provided an overview of the current local response to drugs and alcohol, Appendix 1 of the Report was the AADP Annual Reporting Survey 2023-24 which had been approved by AADP Strategy Group and required endorsement by the Integrated Joint Board prior to Submission to Scottish Government. Progress updates were also outlined in terms of the AADP Governance and future planning, Finance and Commissioning, Medicated Assisted Treatment (MAT) Standards and Whole Family Approach and Family Inclusive Practices.

Following questions and comments, the Integration Joint Board agreed: -

- (i) to endorse the Scottish Government Annual Reporting Survey 2023-2024 submission; and
- (ii) to note the progress of national policy and priorities in relation to drugs and alcohol at a local level.

11. CLINICAL CARE AND PROFESSIONAL GOVERNANCE ASSURANCE REPORT

With reference to Article 10 of the minute of meeting of this Board of 24 April 2024, there was submitted Report No IJB 51/24 by the Chief Officer providing assurance on the clinical and care

governance activities and arrangements across Angus Health and Social Care Partnership (AHSCP) as outlined in the Getting It Right For Everyone (GIRFE) Framework and in accordance with the AHSCP integration scheme. Clinical Governance was a statutory requirement to report on, at Board level, from Scottish Government as per NHS MEL (1998) 75.

The Report provided the Board with a detailed update which covered risk, resilience and indicators and how this risk was managed while ensuring quality care was provided.

Following questions, the Integration Joint Board agreed: -

- (i) to note the contents of the Report;
- (ii) that there was a reasonable level of assurance regards clinical, care and professional governance within AHSCP; and
- (iii) to acknowledge that further reports would be presented as per the workplan.

At this stage, the meeting was adjourned for a short comfort break. The meeting resumed at 15:20pm.

12. FINANCE REPORT 2024/25

With reference to Article 7 of the minute of meeting of this Board of 26 June 2024, there was submitted Report No IJB 52/24 by the Chief Finance Officer providing the Board with an update on the financial position of Angus IJB, including financial projections for 2024/25 an update on financial planning, reserves, financial risk and governance.

Appendix 1 to the Report detailed an under spend of c£0.230m for 2024/2025. This contrasted with the forecast overspends set out in the IJB's Strategic Financial Plan for 2024/25, which suggested a projected overspend of £1.965m after adjusting for an expected level of in-year non-recurring (Short-term) underspends of £2.100m. The main differences to the plan were provided within section 7 of the Report.

The Chief Finance Officer provided an overview of some of the key areas of the Report.

Appendix 3 of the Report set out the IJB's Reserves position with regards to Contingency Reserves, Ear-marked Reserves, Strategic Plan Reserves, Financial Planning Reserve 2024/25, Property Reserve, Primary Care Investment Reserve, Mental Health Recovery Financial Reserve and Workforce Reserves.

Following questions, the Integration Joint Board agreed: -

- (i) to acknowledge the overall projected financial position of Angus IJB;
- (ii) to note the updated Financial Risk Assessment within Appendix 2 of the Report;
- (iii) to accept and note the update on Reserves within Appendix 3 of the Report and requested a proposal regarding the deployment of the "Financial Planning Reserve 2024/25" be submitted to the IJB meeting on 30 October 2024;
- (iv) to accept and note the issues documented regarding Financial Governance within Appendix 4 of the Report; and
- (v) to support the recommendations set out within Appendix 5 of the Report regarding financial planning.

13. STRATEGIC PLANNING UPDATE

With reference to Article 6 of the minute of meeting of this Board of 26 June 2024, there was submitted Report No IJB 53/24 by the Chief Officer providing the Board with an update relating to progress to deliver the commitments aligned to the strategic priority of prevention and proactive care.

The Report suggested that the level of assurance provided was reasonable due to the factors described within section 5 of the Report along with a Table summarising the status of actions, showing one completed and 23 on track. A full breakdown of the prevention and proactive care programme was provided within Appendix 3 of the Report.

The Report informed the Board as to the next steps with regards to THINK Climate, Stop Diabetes and Luminare – Scotland's Creative Ageing Organisation.

Following much discussion, the Integration Joint Board agreed: -

- (i) to note the contents of the Report;
- (ii) to endorse a reasonable level of assurance regarding progress related to prevention and proactive care; and
- (iii) to note that further Reports would be presented as per the workplan.

14. CARERS STRATEGY UPDATE

With reference to Article 12 of the minute of meeting of this Board of 23 August 2023, there was submitted Report No IJB 54/24 by the Chief Officer providing the Board with an update on progress to implement the Angus Carers Strategy 2023-2026.

The Report suggested that the level of assurance provided was reasonable due to the level of progress made to deliver the Carers Strategy Delivery Plan, which was detailed within the Report and Appendix 1, noting that most actions were not due to be completed until 2025/2026.

The Report informed members that funding from a legacy left to AHSCP would support the development of a Carers Academy. The Academy, overseen by the Post Diagnostic Dementia Service would support carers of people living with dementia to be better equipped to meet the care needs by having a greater understanding of the illness and practical skills to manage care challenges. It was also noted that substantial work had taken place to ensure AHSCP guidance documents for Carers budget, personal budget and associated operational instructions for SDS options are aligned to relevant legislation, statutory guidance and best practice.

Following questions, the Integration Joint Board agreed: -

- (i) to note the content of the Report;
- (ii) a reasonable level of assurance regards to the progress made to implement the Angus Carers Strategy 2023-2026; and
- (iii) to acknowledge further reports would be presented as per the workplan.

15. ADVOCACY STRATEGIC FRAMEWORK PROGRESS UPDATE

With reference to Article 12 of the minute of meeting of this Board of 21 February 2024, there was submitted Report No IJB 55/24 by the Chief Officer providing an update to the Board on the progress of the Angus Advocacy Strategic Framework.

The Report indicated that the Mental Health (Care and Treatment) (Scotland) Act 2003 imposed a duty on local authorities and health boards to collaborate to ensure the availability of independent advocacy services in their area for those with a mental disorder (children, young people and adults). A mental disorder was defined as: any mental illness, personality disorder and learning disability.

The Angus Advocacy Strategic Framework Update – Delivery Plan 2023 - 2026, attached as Appendix 1 to the report, outlined all commissioned services in one document and detailed the priorities and actions for the next three years.

It was reported that the Advocacy Planning Group had met in February, April and June since the approval of the Framework in February 2024 and the progress against the high-level actions

through 2023-2026 had been summarised within the Report with further information within Appendix 1 of the Report.

Following questions and discussions, the Joint Integration Board agreed: -

- (i) to acknowledge the progress of the Delivery Plan within the Angus Advocacy Strategic Framework since its approval in February 2024; and
- (ii) that a further update be submitted to the IJB in 6 months time.

16. EQUALITIES MAINSTREAMING REPORT & EQUALITY OUTCOME PROGRESS REPORT

With reference to Article 12 of the minute of meeting of this Board of 22 February 2023, there was submitted Report No IJB 56/24 by the Chief Officer providing the Board with an update on the progress made in relation to the Equality Outcomes 2022-2026 and sought approval for the Equalities Mainstreaming Report.

The Report provided an overview of progress made in achieving the IJB's Equality outcomes and equality mainstreaming duty over the last two years. Several areas of progress were highlighted within the Report including, development of a new combined impact assessment which included an Equality Impact Assessment, Fairer Scotland Duty Assessment and Child Rights and Wellbeing Impact Assessment, additional training to staff on the completion of combined impact assessments and the new United Nations Convention on the Rights of the Child (UNCRC) Act 2024; and development of an equalities SharePoint site with training materials and resources for staff and improved processes for translation and interpretation bookings within Angus to support Accessible communications for all.

Following questions and comments, the Integration Joint Board agreed:-

- (i) to acknowledge the progress made with regards to compliance with the Equality Act 2010);
- (ii) to approve the Equalities Mainstreaming Report 2024 as detailed in Appendix 1 to the Report;
- (iii) to approve the Equality Outcomes Progress Report 2022-2024 as detailed in Appendix 2 to the Report;
- (iv) to request an updated Equalities Mainstreaming Report in August 2025; and
- (v) to request a new set of Equality Outcomes in August 2025.

17. ANGUS IJB AUDIT COMMITTEE ANNUAL REPORT 2023/24

With reference to Article 7 of the minute of meeting of this Board of 23 August 2023, there was submitted Report No IJB 57/24 by the Chief Finance Officer providing members with a summary of the work of the Integration Joint Board Audit Committee during the year 2023/24.

Section 3 of the Report outlined the Reports considered by the IJB Audit Committee from June 2023 to June 2024. In summary, the work of the Committee did reflect the remit of the IJB Audit Committee and the annual cycle of governance reviews and reporting. Going forward, the Committee would continue to fulfil its current remit which included monitoring IJB Directions and reviewing Financial Regulations and Reserves Policy. Members would continue to be supported with appropriate training opportunities.

Andrew Jack, Chair of the IJB Audit Committee, acknowledged the work and patience that Alexander Berry provided in relation to the work of the Committee.

The Integration Joint Board agreed: -

- (i) having considered, to note the Annual Report of the IJB Audit Committee for the year 2023/24; and
- (ii) to acknowledge the input provided to the IJB Audit Committee from IJB Audit Committee members, and those supporting the IJB Audit Committee including Angus Council's Legal, Governance and Change Services and the IJB's Internal and External Auditors.

18. DATE OF NEXT MEETING

The IJB noted that the next hybrid meeting of the Angus Integration Joint Board would be held in the Town and County Hall, Forfar on Wednesday 30 October 2024 at 2.00pm.

VALEDICTORY

The Chief Officer advised that this was the last meeting for Peter Davidson, Vice Chair and on behalf of the Chair and Members thanked him for his support, contributions and for providing an invaluable service to Angus IJB and wished him well for the future.