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# Scottish Borders Health & Social Care Integration Joint Board

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## **ANNUAL REPORT 2016/17**

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## **1. Introduction to Scottish Borders Health & Social Care Integration Joint Board**

- 1.1 The Public Bodies (Joint Working) (Scotland) Act 2014 required Health Boards and Local Authorities to integrate planning for, and delivery of, certain adult health and social care services. They could also choose to integrate planning and delivery of other services – additional adult health and social care services beyond the minimum prescribed, and children’s health and social care services.
- 1.2 In line with the legislation, the Scottish Borders Health & Social Care Integration Joint Board was remitted to plan and oversee the delivery of the integrated services for which it had responsibility. In line with its Strategic Commissioning Plan, the Health & Social Care Integration Joint Board required that the Local Authority and Health Board provide services to match what was required and it would oversee performance and targets to ensure that delivery was in line with the outcomes.

## **2. Vision, Aims and Outcomes**

- 2.1 By maximising the opportunities presented through legislation the Health & Social Care Integration Joint Board aimed to achieve the highest outcomes for the people of the Scottish Borders. By creating new integrated arrangements across health and social care it would enhance, strengthen and develop the formerly separate services for the provision of adult health and social care. By integrating service delivery and fulfilling the expectations of the Strategic Commissioning Plan it sought to enhance and promote the health and wellbeing of the people of the Scottish Borders.
- 2.2 Working with the Third and Independent Sector, it would provide a unified approach across the public sector with a common sense of purpose. It would engage with service users, carers, staff and members of the public to empower individuals and communities to be a driving force for how the services would be shaped and developed. In turn, it would deliver the best possible services that would be safe, of the highest quality, person centred, efficient and fair.
- 2.3 The main purpose of integration was to improve the wellbeing of people who used health and social care services, particularly those whose needs were complex and involved support from health and social care at the same time. The Health & Social Care Integration Joint Board set out within its Strategic Commissioning Plan how it was to deliver the National Health and Wellbeing Outcomes prescribed by the Scottish Ministers in Regulations under Section 5(1) of the Act namely:
  - People are able to look after and improve their own health and wellbeing and live in good health for longer.
  - People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.
  - People who use health and social care services have positive experiences of those services, and have their dignity respected.
  - Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.

- Health and social care services contribute to reducing health inequalities.
- People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.
- People using health and social care services are safe from harm.
- People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.
- Resources are used effectively and efficiently in the provision of health and social care services.

2.4 During the period 2016/17 the Health & Social Care Integration Joint Board had the following functions:-

- delegated local authority functions as agreed by Council;
- delegated NHS functions as agreed by the Health Board;
- exercise NHS and Council functions relating to the development and delivery of the partnership Integration Plan;
- exercise NHS and Council functions relating to the development and delivery of the Integration Board's Strategic Plan;
- development of locality planning;
- development of joint performance management arrangements;
- development of partnership mainstreaming report and equality outcomes 2016/17;
- finances

### **3. Management**

- 3.1 The Health & Social Care Integration Joint Board was supported in its work through the Chief Officer for Health & Social Care Integration. The original post holder secured a position at another organisation from December 2016 and an Interim Chief Officer replacement was sought and secured through a secondment agreement.
- 3.2 During 2016/17 the Health & Social Care Integration Joint Board appointed its Audit Committee, membership and remit. Audit Scotland were appointed as the External Auditors for the Scottish Borders Health & Social Care Integration Joint Board.

### **4. Professional Advice**

- 4.1 The Health & Social Care Integration Joint Board had the authority to access appropriate professional advice and guidance to fulfil its remit.

### **5. Membership**

- 5.1 The Health & Social Care Integration Joint Board for 2016/17 was chaired by Cllr Catriona Bhatia, the membership was as follows:-

Voting Membership	
Elected Members of Scottish Borders Council	Cllr Catriona Bhatia (Chair) Cllr Frances Renton Cllr John Mitchell Cllr Jim Torrance <i>member until 15.08.16</i> Cllr Graham Garvie <i>member from 31.08.16</i> Cllr Iain Gillespie <i>member until 15.08.16</i> Cllr Sandy Aitchison <i>member from 31.08.16</i>
NHS Borders Non Executive Members	Mrs Pat Alexander (Vice Chair) Mr John Raine Dr Stephen Mather Mr David Davidson Mrs Karen Hamilton
Non Voting Membership	
Chief Officer	Mrs Susan Manion <i>until 01.12.16</i> Mrs Elaine Torrance <i>from 19.12.16</i>
NHS Borders Medical Director	Dr Andrew Murray <i>until 13.02.17</i> Dr Cliff Sharp <i>from 14.02.17</i>
NHS Borders Director of Nursing, Midwifery & Acute Services	Mrs Evelyn Rodger <i>until 31.03.17</i> Mrs Claire Pearce <i>from 01.05.17</i>
SBC Chief Social Work Officer	Mrs Elaine Torrance <i>until 19.12.16</i> Mr Murray Leys <i>from 19.12.16</i>
Joint Staff Forum Chair	Mr David Bell
NHS Borders Staff Side	Mr John McLaren
Borders Voluntary Care Voice Coordinator	Mrs Jenny Smith (nee Miller)
Borders Carers Centre	Mrs Lynn Gallacher
Public Partnership Forum Chair	Mrs Angela Trueman
GP	Dr Angus McVean
Attendees	
Board Secretary	Miss Iris Bishop
Interim Chief Financial Officer	Mr Paul McMenamin
IJB Chief Internal Auditor	Mrs Jill Stacey
NHS Borders Chief Executive	Mrs Jane Davidson
SBC Chief Executive	Mrs Tracey Logan

## 6. Meetings

6.1 The Health & Social Care Integration Joint Board met on ten occasions during the year from 1 April 2016 to 31 March 2017, on the following dates:-

- 18 April 2016
- 20 June 2016
- 15 August 2016
- 31 August 2016 – Extra ordinary meeting

- 17 October 2016
- 21 November 2016 – Extra ordinary meeting
- 19 December 2016
- 30 January 2017 – Extra ordinary meeting
- 27 February 2017
- 27 March 2017

6.2 The Health & Social Care Integration Joint Board also undertook a series of development sessions throughout 2016/17 on the following dates:-

- 25 May 2016
- 26 September 2016
- 21 November 2016
- 30 January 2017

6.3 Appendix 1 details the schedule of business for 2016/17, Appendix 2 the attendance record for 2016/17 and Appendix 3 the full Annual Performance Report for 2016/17.

## **7. Conclusion**

7.1 The Health & Social Care Integration Joint Board has worked to further develop the joint agenda and strengthen the partnership between NHS Borders, Scottish Borders Council, the voluntary sector and the public.

## **8. Statement of Approval**

8.1 The report has been produced as a record of work undertaken during the year ending 31 March 2017.

Approved by: Dr Stephen Mather (Chair)

Signed: .....

Date: .....

**Health & Social Care Integration Joint Board**  
**Schedule of Business considered: 1 April 2016 to 31 March 2017**

Date of Meeting	Title of Business Discussed
18 April 2016	Minutes of Previous Meetings of 7 March 2016, 30 March 2016 Matters Arising & Action Tracker
	STRATEGY
	Housing Contribution Statement Integrated Care Fund NHS Borders Local Delivery Plan 2016/17
	GOVERNANCE
	Issue of Directions from Integration Joint Board 2016/17 Health & Social Care Integration - Commissioning & Implementation Plan Draft Performance Management Framework
	FINANCE
	Monitoring of the Shadow Integrated Budget 2015/16 Financial Statement 2016/17 – Overview of Due Diligence Process Update: Financial Governance & Management Arrangements
	FOR INFORMATION
	Chief Officer's Report Committee Minutes
Date of Meeting	Title of Business Discussed
20 June 2016	Minutes of Previous Meeting of 18 April 2016 Matters Arising & Action Tracker
	STRATEGY
	Integrated Care Fund Revised Governance Arrangements for Integrated Care Fund The Localities Framework for Integrated Health & Social Care Draft: Health & Social Care Integration Partnership Mainstreaming Report and Equality Outcomes 2016/17 Delayed Discharges
	GOVERNANCE
	Draft Corporate Services Support Plan Update Clinical & Care Governance Framework Appointments to Sub Committees/Groups Health & Social Care Shadow Integration Board Annual Report 2015/16
	FINANCE
	Monitoring of the Joint Integrated Budget 2015/16 Delegated Functions 2016/17 Financial Plan Level of Investment & Savings 2016/17 Financial Plan – Social Care Funding Alcohol & Drugs Partnership Funding 2016/17
	FOR INFORMATION
	Communications Quarterly Report

	Chief Officer's Report Committee Minutes NHS Borders Pharmaceutical Care Services Plan 2016/17
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
15 August 2016 Not Quorate	Minutes of Previous Meeting of 20 June 2016 Matters Arising & Action Tracker
	<b>STRATEGY</b>
	GP Contract Update and Cluster Approach Integrated Care Fund Update Prescribing Efficiencies Performance Management Framework
	<b>GOVERNANCE</b>
	Health & Social Care Public Governance Arrangements
	<b>FINANCE</b>
	Monitoring of the Integration Joint Budget 2016/17 Chief Financial Officer Update
	<b>FOR INFORMATION</b>
	Chief Officer's Report Delayed Discharges
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
31 August 2016 Extra Ordinary Meeting	Minutes of Previous Meeting of 20 June 2016, 15 August 2016
	<b>STRATEGY</b>
	Integrated Care Fund Update
	<b>FINANCE</b>
	Monitoring of the Integration Joint Budget 2016/17
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
17 October 2016	Minutes of Previous Meeting of 31 August 2016 Matters Arising & Action Tracker
	<b>CLINICAL &amp; CARE GOVERNANCE</b>
	Clinical & Care Governance – Integrated Joint Board Reporting Scottish Borders Professional Assurance Framework: Health & Social Work Professionals Inspections Update Chief Social Work Officer Annual Report 2015/16
	<b>GOVERNANCE</b>
	Staff Governance Arrangements Health & Social Care Integration Joint Board Business Cycle 2017
	<b>FINANCE</b>
	Monitoring of the Integration Joint Budget 2016/17 Delivery of Efficiencies and Savings Plans Direction of Social Care Funding Prescribing Efficiencies – Past, Present & Future Health & Social Care Integration Joint Board 2015/16 Final Audited Statement of Accounts
	<b>FOR INFORMATION</b>
	Chief Officer's Report



	Committee Minutes Integrated Winter Plan 2016/17
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
21 November 2016 Extra Ordinary Meeting	Minutes of Previous Meeting of 17 October 2016 Matters Arising & Action Tracker
	FINANCE
	Efficiency Savings and Recovery Action Plans
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
19 December 2016	Minutes of Previous Meeting of 21 November 2016 Matters Arising & Action Tracker
	STRATEGY
	Integrated Care Fund Update Annual Performance Reporting Requirements
	CLINICAL & CARE GOVERNANCE
	Inspections Update
	GOVERNANCE
	Code of Conduct Staff Governance Arrangements
	FINANCE
	Recovery Plan Monitoring of the Integration Joint Budget 2016/17 Further Direction of Social Care Funding – Borders Ability Equipment Service
	FOR INFORMATION
	Chief Officer's Update Joint Winter Plan 2016/17
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
30 January 2017 Extra Ordinary Meeting	2016/17 Integrated Budget Monitoring Position – Recovery Plan
<b>Date of Meeting</b>	<b>Title of Business Discussed</b>
27 February 2017	Minutes of Previous Meetings of 19 December 2016, 30 January 2017 Matters Arising & Action Tracker
	STRATEGY
	Partnership Performance Reporting Transformational Programme Updated arrangements for managing the Integrated Care Fund Health & Social Care Delivery Plan Locality Planning Progress Report NHS Borders 2016/17 Festive Period Report
	CLINICAL & CARE GOVERNANCE
	Inspections Update
	FINANCE
	Monitoring of the Integration Joint Budget 2016/17 as at 31 December 2016 Health & Social Care – Medium Term Joint Financial Planning Strategy & Reserves Policy

	FOR INFORMATION
	Chief Officer's Report
Date of Meeting	Title of Business Discussed
27 March 2017	Minutes of Previous Meeting of 27 February 2017 Matters Arising & Action Tracker
	STRATEGY
	Transformational Programme Integrated Care Fund Update Annual Performance Report 2016/17 NHS Borders Local Delivery Plan 2017/18
	CLINICAL & CARE GOVERNANCE
	Inspections Update
	GOVERNANCE
	Review of Strategic Planning Group
	FINANCE
	Monitoring of the Integration Joint Budget 2016/17 Scottish Borders Health & Social Care Partnership Financial Plan 2017/18
	FOR INFORMATION
	Chief Officer's Report

**Health & Social Care Integration Joint Board**  
**Attendance Record: 1 April 2016 to 31 March 2017**

<b>VOTING MEMBER</b>	<b>18.04.16</b>	<b>20.06.16</b>	<b>15.08.16</b>	<b>31.08.16 EO</b>	<b>17.10.16</b>	<b>21.11.16 EO</b>	<b>19.12.16</b>	<b>30.01.17 EO</b>	<b>27.02.17</b>	<b>27.03.17</b>
Cllr C Bhatia	P	P	A	P	P	P	P	P	P	A
Cllr J Mitchell	P	P	P	P	P	P	A	P	A	P
Cllr F Renton	P	P	P	P	P	P	P	P	P	A
Cllr J Torrance To 15.08.16	A	P	A	-	-	-	-	-	-	-
Cllr G Garvie From 31.08.16	-	-	-	A	P	A	P	P	P	P
Cllr I Gillespie 07.03.16 to 15.08.16	P	P	A	-	-	-	-	-	-	-
Cllr S Aitchison From 31.08.16	-	-	-	P	P	P	P	P	P	P
Mr J Raine	P	P	P	P	D – D Steele	A	P	A	P	P
Mrs P Alexander	P	P	P	A	P	A	A	P	P	P
Mr D Davidson	P	P	P	P	P	P	P	P	P	P
Dr S Mather	P	P	P	A	A	P	P	P	P	P
Mrs K Hamilton	P	P	P	P	P	P	P	P	P	P
<b>NON VOTING MEMBER</b>	<b>18.04.16</b>	<b>20.06.16</b>	<b>15.08.16</b>	<b>31.08.16 EO</b>	<b>17.10.16</b>	<b>21.11.16 EO</b>	<b>19.12.16</b>	<b>30.01.17 EO</b>	<b>27.02.17</b>	<b>27.03.17</b>
Mrs S Manion To 01.12.16	P	P	P	P	P	A	-	-	-	-
Mrs E Torrance	P	A	P	P	P	P	P	P	P	P
Dr A Murray To 13.02.17	A	A	P	P	P	D – C Sharp	P	A	-	-
Dr C Sharp From 14.02.17	-	-	-	-	-	-	-	-	A	A
Mrs E Rodger To 31.03.17	P	P	P	P	P	P	P	A	A	P
Mr M Leys From 19.12.16	-	-	-	-	-	-	P	P	P	P
Mr D Bell	P	P	P	P	P	P	P	P	P	P
Mr J McLaren	P	D – I Clark	A	P	P	A	P	P	P	D – T Ball
Ms L Gallacher	P	D –	P	A	P	P	P	D	A	P

		L Jackson						L Jackson		
Mrs J Smith (nee Miller)	P	P	P	A	A	P	P	A	P	P
Mrs A Trueman	D – A Leitch	P	P	P	P	P	P	P	P	P
Dr A McVean	P	P	P	A	P	A	P	P	P	P
<b>ATTENDEES</b>	<b>18.04.16</b>	<b>20.06.16</b>	<b>15.08.16</b>	<b>31.08.16 EO</b>	<b>17.10.16</b>	<b>21.11.16 EO</b>	<b>19.12.16</b>	<b>30.01.17 EO</b>	<b>27.02.17</b>	<b>27.03.17</b>
Miss I Bishop	P	P	P	P	P	P	P	P	P	P
Mr P McMenamin	P	P	P	P	P	P	A	P	P	P
Mrs J Stacey	P	P	P	A	P	P	P	P	P	P
Mrs J Davidson	P	A	P	A	A	P	P	P	P	P
Mrs T Logan	P	A	A	A	A	P	P	P	P	P

P = Present, A = Absent, D = Deputy attended

### **Appendix 3 – Annual Performance Report 2016/17**

To be approved at the Scottish Borders Health & Social Care Integration Joint Board meeting on 26 June 2017 and then appended to this report.