



Minutes of a meeting of the **Scottish Borders Health & Social Care Strategic Planning Group** held on **Wednesday 2 August 2023 at 10am – 12pm** via Microsoft Teams

Present: Cllr David Parker (Chair)
Chris Myers, Chief Officer for Health & Social Care
Caroline Green, Public Member
Wendy Henderson, Independent Sector Lead
Susan Holmes, Principal Internal Audit Officer, IJB
Katrina Culley, New Principal Internal Audit Officer, IJB
Linda Jackson, Service User Representative
Gwyneth Lennox, Group Manager, Social Work
Vikki MacPherson, Partnership Lead
Colin McGrath, Community Councillor
Amanda Miller, Eildon Housing Association
Hazel Robertson, IJB Chief Financial Officer
Kathleen Travers, for Jenny Smith

In Attendance: Laura White (Minute Taker), Simon Burt, Scott Horton, Fiona Doig, Susan Elliot, Katrina Slater.

1. APOLOGIES AND ANNOUNCEMENTS

Apologies received from David Bell, Dr Sohail Bhatti, Stuart Easingwood, Jen Holland, Clare Oliver, Debbie Rutherford, Cathy Wilson.

Susan Holmes introduced Katrina Culley as the new Principal Internal Audit Officer for the IJB. The Chair thanked Susan Holmes for her contribution to this group.

2. MINUTES OF THE PREVIOUS MEETING

The Minute of the previous meeting held on 5 July 2023 was approved.

3. MATTERS ARISING/ACTION TRACKER

Chris Myers asked the group to delete the zip file for the Coming Home Programme paper sent with the SPG Agenda as this file had been sent in error. This incident has been reported to the information governance teams.

The **STRATEGIC PLANNING GROUP** noted the Action Tracker.

4. COMING HOME PROGRAMME

Simon Burt was welcomed to the meeting and presented the paper. The Scottish Government is prioritising this issue of people being accommodated where they were born, if desired. The Borders has been scoped and 17 people identified of which 3 are under 18, 5 are in the Borders and 12 are out of area. Eight have been identified as needing alternative support arrangements in the next 12 months. The future demand is estimated at 3 a year. There are no speciality learning disability beds in the Borders but there used to be 6 beds. Support is currently provided in England by the private sector which is very expensive. There is a programme board set up to oversee this project locally and 4 workstreams set up. This is core business which needs resources.

Hazel Robertson noted the two purposes for this paper coming to the SPG meeting – to highlight the range of programmes and the financial issues around funding. The financial planning gap is £2.9M and will need to be addressed as a whole partnership and risks managed. A financial risk management piece is needed as there are no reserves/set asides for this.

Colin McGrath asked if there were any organisation in the Borders similar to Remploy that previously existed. Simon Burt noted there are now commissioned building based day support services supporting 60 people in the Borders. People are being supported in the community or hybrid now. Kathleen Travers queried the impact assessment not having been included in the paper and Wendy Henderson noted there is still further work to be carried out on the Equality & Human Rights Impact Assessment before the paper goes to the IJB for approval and Simon Burt is consulting with her on this.

Chris Myers agreed this is the right thing to do but noted the financial pressure and affordability. The IJB need to be clear about the options available. Hazel Robertson agreed there is still some work to be done but the total gap is being looked at currently which is between £1.4M and £2.9M which needs to be risk managed. Simon Burt noted that 3 out of the 17 people will be transitioning from children's services but noted that funding does not follow the person. Service users have been given a RAG status so to reduce costs the focus is on Red and Amber status where support will be needed in the next 12 months. Core budgets are being looked at. Wendy Henderson asked what would be the impact elsewhere if budgets are moved around as this needs to be known before agreed. Hazel Robertson noted there is no ask today for funds just the understanding of there being a significant gap. There will be a further paper regarding funding of the gap as a next step. A best value approach will be taken, backed up information on value.

Action: Simon Burt to circulate the completed impact assessment to the group before the paper goes to the IJB for approval.

The **STRATEGIC PLANNING GROUP** approved the paper to go to the next IJB meeting on the condition that the impact assessments are completed and forwarded to the group for approval.

5. HOSPITAL AT HOME BUSINESS CASE

Scott Horton was welcomed to the meeting as the project manager for this project and deputy for Cathy Wilson. Hospital at Home is well established in other areas and a test of change is currently ongoing in the Borders. The request is to expend this until March 2024 to gather more information for the business case which will be brought to the SPG/IJB for approval. There is evidence of better outcomes for patients.

Wendy Henderson asked about the challenge to recruitment and Scott Horton noted this was due to contracts being fixed term but going forward they are likely to be full time permanent posts which would not have the same issues for recruitment. Potentially, existing staff may take up the permanent posts. A further 2 staff have recently been recruited which means more patients can be seen. Engagement will continue for the impact assessment.

Wendy Henderson noted she has spoken to Cathy Wilson about the Equality & Human Rights Impact Assessment and stage 1 is included in the paper. Wendy has offered to work with Cathy on stages 2 and 3 to conclude the impact assessment.

Action: Cathy Wilson/Scott Horton to circulate the completed impact assessment to the group before the paper goes to the IJB for approval.

The **STRATEGIC PLANNING GROUP** approved the paper to go to the next IJB meeting on the condition that the impact assessments are completed and forwarded to the group for approval.

6. PERIOD 2 FINANCE UPDATE

Hazel Robertson shared the presentation in advance of the meeting. Q1 is not yet consolidated. Period 3 will be confirmed shortly. The position is ahead of the spend due to the identified savings target. More clarity is needed on surge beds. Chris Myers added there was a good partnership session on Monday looking at how to have a safe situation over Winter. Additional funding from adult social care will help close the surge capacity currently open to free up for Winter.

Action: Hazel Roberson to circulate Period 3 finance update.

The **STRATEGIC PLANNING GROUP** accepted the Finance update.

7. ADP ANNUAL SURVEY & QUARTERLY REPORT

Fiona Doig and Susan Elliot were welcomed to the meeting. There is a national focus on reducing drug related deaths. New groups have been established to support the mission. The return from the Borders to the Scottish Government highlights some areas of good practice and areas for improvement and is in alignment with national expectations. Equality & Human Rights Impact Assessments have been included with support from Wendy Henderson and work is ongoing. Susan Elliot is developing a report for the IJB.

Gwyneth Lennox asked for a nominated person to work with the survey of young people development commission to develop a young person's strategy and Fiona Doig volunteered herself and thanked Gwyneth for the offer to be involved.

Chris Myers commended the work carried out by the ADP and the 3rd Sector voluntary groups/Partnership and added the Borders services has been commended nationally. Fiona Doing added she will confirm once the Scottish Government have approved the report.

Quarterly Report – Q4. Fiona Doig noted it is helpful to bring back a report to this group. Statistical graphs and data from services provide a dashboard and executive summary. The service is broadly stable and there are no particular issues to report. The number of people awaiting the service is decreasing. Wendy Henderson noted this group will be taking a report in the Equality & Human Rights Impact Assessment as evidence of improving quality of life.

The **STRATEGIC PLANNING GROUP** approved the annual survey and the quarterly report and supported them going to the IJB for sign off in September.

8. HSCP COMMUNICATIONS & ENGAGEMENT STRATEGY

Katrina Slater was welcomed to the meeting on behalf of Clare Oliver to present the strategy for 2023-26. The SPG are asked to support the strategy to go to the IJB for approval. The strategy aligns with many strategies and ties in with the strategic framework. It will be underlined by a more detailed communications plan.

Kathleen Travers noted there was no Equality & Human Rights Impact Assessment attached. Wendy Henderson noted that the paper stated that there would be a conversation with her as the Equalities Lead. Wendy added that a stage 1 is needed for compliance by law in all cases. A meeting has been set up with Chris Myers to discuss an additional layer of scrutiny for papers before they come to the SPG so as to have a more robust approach as 2 paper today have been non-compliant. Kathleen Travers agreed more work is needed on impact assessment before coming to this group. Katrina Slater agreed that more work is needed on the impact assessment in this paper and will pick this up with Clare Oliver when she returns.

Hazel Robertson welcomed having been involved in this and can see a real benefit in involving people the financial aspects going forward. This was used in the Day Service and had good results. Katrina Slater noted resource is needed to implement and noted that follow up conversations are planned.

Linda Jackson asked how this will be implemented. An action plan is needed for staff who are engaging with people. A core group of staff should be identified and trained. Linda also noted that papers must be received 7 days in advance to enable members to gather view of the cohort they represent. Any papers received after that time should not be included on the Agenda.

Colin McGrath noted the need to ask the community how they want to be communicated with as part of community empowerment.

Chris Myers noted the points raised adding that the SPG's is fulfilling its role by catching papers with insufficient impact assessments and will feed this back to the HSCP Joint Exec group and officer level to ensure paper come appropriately to the SPG.

Action: Kathleen Travers/Clare Oliver to circulate the completed impact assessment to the group before the paper goes to the IJB for approval.

The **STRATEGIC PLANNING GROUP** approved the paper to go to the next IJB meeting on the condition that the impact assessments are completed and forwarded to the group for approval.

9. ANY OTHER BUSINESS - None

10. DATE AND TIME OF NEXT MEETING

The Chair confirmed the next meeting of the Strategic Planning Group would be held on Wednesday 4 October 2023 at 10am to 12pm via Microsoft Teams.