

**NORTH LANARKSHIRE HEALTH AND SOCIAL CARE INTEGRATION JOINT  
BOARD – 23 November 2017**

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**Motherwell, 23 November 2017 at 1.30 pm.**

**Minute of Meeting of the NORTH LANARKSHIRE HEALTH AND SOCIAL CARE  
INTEGRATION JOINT BOARD**

**PRESENT**

**North Lanarkshire Council:** Councillor Kelly (Chair), and Councillors Gallacher, Logue and Stubbs.

**NHS Lanarkshire:** Dr. A. Osborne (Vice-Chair); M. Fuller, and M. Morris.

**Board Members:** A. Armstrong, Divisional Nurse Director; Dr. A. Cook, Medical Director; A. Gordon, Head of Children, Families and Justice Social Work Services (Chief Social Work Officer); J. Hewitt, Chief Accountable Officer; M. Moy, Finance Officer (S.95).

**Stakeholder Representatives:** C. McGinty, Unison (NHSL); J. Watson, Unison (NLC), and L. Seaton, Partnership for Change.

**CHAIR**

Councillor Kelly (Chair) presided.

**IN ATTENDANCE**

C Campbell, Chief Executive (NHSL); R Miller, Head of Adult Social Work Services; R McGuffey, Head of Planning, Performance and Quality Assurance; O Watters, Head of Health, and M Shankland, Board Clerk.

**ALSO PRESENT**

S Lyttle – Proxy for K. Moffat

**APOLOGIES**

P. Campbell, K. Moffat, and H Robertson, Board Members, and P Jukes, Chief Executive (NLC).

**DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC.  
(SCOTLAND) ACT 2000**

1. Councillor Kelly declared an interest in Paragraph 16 below by reason of his partner's employment, demitted the chair and took no part in the consideration thereof.

**PRESENTATIONS**

**(1) GENERAL MEDICAL SERVICES**

2. The Medical Director gave a presentation on General Medical Services which included details of
    - The Timeline;
    - Contract Offer Document;
    - Other Relevant Documentation;
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- Memorandum of Understanding together with Key Priorities;
- The Significant Changes, and
- Initial Observations.

Thereon the Medical Director responded to Members' Questions following which the Chair thanked him for the presentation.

**(2) MEASURING PERFORMANCE UNDER INTEGRATION**

3. The Head of Planning, Performance and Quality Assurance gave a presentation on Measuring Performance Under Integration which included:-

- Health and Social Care Delivery Plan
- Reducing inappropriate use of hospital services and the aim by 2018
- A & E attendance rates 2016/17
- A & E conversion rates 2016/17
- Unplanned hospital admission rates 2016/17
- Average length of stay for unplanned admissions 2016/17
- Unscheduled bed delays
- Contribution to bed days
- Rate of readmissions 2016/17
- End of Life – Location of Death by Partnership during 2015/16
- Unscheduled bed days
- Delayed discharge – bed days
- Emergency admissions
- A & E attendances
- End of Life Care
- Balance of Care

Thereon the Head of Planning, Performance and Quality Assurance responded to Member's questions following which the Chair thanked him for the presentation.

**Decided:** that the presentation be noted and referred to the next meeting of the Integration Joint Board.

**NORTH LANARKSHIRE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD – MINUTES**

4. There were submitted the Minutes of the meetings of North Lanarkshire Health and Social Care Integration Joint Board held on 26 September and 26 October 2017.

**Decided:** that the Minutes of the meetings of North Lanarkshire Health and Social Care Integration Joint Board held on 26 September and 26 October 2017 be approved and noted.

**NORTH LANARKSHIRE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD (FINANCE AND AUDIT) SUB-COMMITTEE – MINUTE**

5. There was submitted the Minute of the meeting of North Lanarkshire Health and Social Care Integration Joint Board (Finance and Audit) Sub-Committee held on 14 November 2017

**Decided:** that the Minute of the meeting of North Lanarkshire Health and Social Care Integration Joint Board (Finance and Audit) Sub-Committee held on 14 November 2017 be approved and noted.

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**NORTH LANARKSHIRE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD (PERFORMANCE, SCRUTINY AND ASSURANCE) SUB-COMMITTEE – MINUTE**

6. There was submitted the Minute of the meeting of North Lanarkshire Health and Social Care Integration Joint Board (Performance, Scrutiny and Assurance) Sub-Committee held on 14 November 2017.

**Decided:** that the Minute of the meeting of North Lanarkshire Health and Social Care Integration Joint Board (Performance, Scrutiny and Assurance) Sub-Committee held on 14 November 2017 be approved and noted.

**NORTH LANARKSHIRE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD ACTION LOG**

7. There was submitted the Action Log for North Lanarkshire Health and Social Care Integration Joint Board detailing the actions to be undertaken within the prescribed timescales.

**Decided:** that the position be noted.

**TERMS OF REFERENCE ANNUAL REVIEW (IJB/COMMITTEES AND EXECUTIVE GROUP)**

8. The Chair advised that this item of business had been withdrawn.

**SERVICE USER AND CARER REPRESENTATION AND ENGAGEMENT**

9. With reference to Paragraph 18 of the Minute of the meeting of this Board held on 13 September 2016, when it was agreed that Service User and Carer Representation and Engagement be reviewed in 9 to 12 months time, there was submitted a report dated 2 November 2017 by the Chief Accountable Officer (1) advising of a review of current representation and engagement arrangements across the wider Health and Social Care Partnership Structures; (2) detailing the background relative thereto; (3) outlining the significant progress over the course of the year to develop user and carer representation at the Integration Joint Board and other Strategic Forums across the Health and Social Care Partnership; (4) setting out, within the Appendix to the report, an updated engagement structure, and (5) proposing that a scoping exercise and review be undertaken across the wider structures of the Health and Social Care Partnership, reporting back to this Board with recommendations in June 2018.

**Decided:**

- (1) that the developments undertaken over the course of the year be noted, and  
(2) that a review be undertaken across the wider structures of the Health and Social Care Partnership and report back to this Board with recommendations in June 2018.

**INTEGRATED SERVICE REVIEW BOARD REPORT**

10. With reference to Paragraph 6 of the Minute of the meeting of this Board held on 26 September 2017, when it was agreed that a further report be submitted to the next meeting of this Board, there was submitted a report by the Medical Director (1) setting out the progress towards finalising the Integration Service Review Board recommendations; (2) detailing the background relative thereto; (3) advising (a) that, in the space of 8 months, the Review Board had considered templates from
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63 services culminating in the strategic direction, as contained within the Appendix to the Report, and (b) that the development of Integration Structures and Teams would have a significant impact on the North Lanarkshire population and the ongoing engagement of staff, service users and carers would be vital in developing implementation plans.

**Decided:**

- (1) that the strategic direction, as contained within the Appendix to the report, be approved;
- (2) that an implementation plan, identifying a clear timeline, be submitted to the February meeting of this Board, and
- (3) that the Chief Financial Officer prepare a financial plan to meet the expectations of the Integrated Service Review Board by March 2018.

**SUBSTANCE MISUSE SERVICE NORTH LANARKSHIRE**

11. With reference to Paragraph 10 of the Minute of the meeting of this Board held on 26 September 2017, when it was agreed to submit a detailed report to the next meeting of this Board, there was submitted a report dated 23 November 2017 by the Chief Accountable Officer (1) outlining the consolidation of functions of the Lanarkshire Alcohol and Drug Partnership (ADP) into the Planning and Governance arrangements of this Board; (2) advising (a) of the Addictions, Learning Disability and Mental Health Partnership Board and its membership; (b) of the re-launch of the North Lanarkshire Integrated Addiction Services as the Addiction Recovery Team, and (c) of the arrangements in place for managing services, and (3) indicating that, as part of the transitional arrangements the recruitment of a post of Research and Information Officer, funded by this Board's share of the funding available for ADP Support Teams, was being progressed.

**Decided:** that the contents of the report be approved and noted.

**CRIMINAL JUSTICE REVIEW OF SHARED SERVICES**

12. There was submitted a report dated 23 November 2017 by Head of Children, Families and Justice Social Work Services (1) outlining the review of shared services between North Lanarkshire Council and South Lanarkshire Council; (2) seeking approval of the proposed new delivery model of Drug Treatment and Testing Orders; (3) outlining the arrangements for the future delivery of the Justice Through Care and the Social Work Court Service, and (4) providing details thereon.

**Decided:**

- (1) that the contents of the report be noted, and
- (2) that the Chief Accountable Officer liaise with the Director of Social Work Services, South Lanarkshire Council regarding future arrangements.

**FINANCIAL MONITORING REPORT 2017/2018**

13. There was submitted a report dated 23 November 2017 by the Chief Accountable Officer (1) providing a summary of the financial position of the North Lanarkshire Health and Social Care Partnership for the period from 1 April to 30 September 2017 (Health Care Services) and 1 April to 13 October 2017 (Social Work and Housing Services); (2) detailing the background relative thereto; (3) advising (a) that
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there was an underspend of £1.516m on Health Care Services, and (b) that there was an overspend of £1.756m on Social Care Services; (4) setting out, in the appendices to the report, the Health and Social Care Partnership Budget, hosted services led by North Lanarkshire Council and also South Lanarkshire Council, the additional NHS Lanarkshire in-year funding and this Board's Reserves position statement.

**Decided:** that the contents of the report be noted.

**PERFORMANCE UPDATE – QUARTER 2 (JULY TO SEPTEMBER) 2017/18**

14. There was submitted a report dated 14 November 2017 by the Head of Planning, Performance and Quality Assurance (1) providing an update on areas for improvement which had been identified as part of the Chief Executive Quarterly Performance Review for the period from 1 July to 30 September 2017; (2) indicating (a) that the Chief Accountable Officer held Quarterly Performance Review Meetings with the Chief Executive of NHS Lanarkshire and also North Lanarkshire Council, and (b) that these meetings were supported by a Chief Executive Performance Framework consisting of over 100 performance measures from across both Health and Social Work Systems, including relevant targets and trajectories; (3) detailing the background relative thereto, and (4) setting out, within the Appendix to the Report, areas requiring improvement together with corrective actions identified.

**Decided:** that the contents of the report be noted.

**RISK MANAGEMENT**

15. With reference to Paragraph 25 of the Minute of the meeting of this Board held on 26 September 2017, when an update on the Risk Register for the Health and Social Care Partnership was noted, there was submitted a report dated 27 October 2017 by the Chief Accountable Officer (1) providing a further update on the Risk Register for the Health and Social Care Partnership; (2) indicating that following a development session with Board Members, the Risk Register had been created outlining 10 key current risks around strategic planning and finance for the board; (3) detailing the background relative thereto, and (4) outlining, in the Appendix to the Report, the 10 risks identified.

**Decided:** that the contents of the report be approved and noted.

**Councillor Kelly having declared an interest in the following item of business by reason of his partner's employment, demitted the Chair and took no part in the consideration thereof.**

**Doctor A Osborne, Vice Chair assumed the Chair.**

**REMIT FROM NORTH LANARKSHIRE COUNCIL'S INFRASTRUCTURE COMMITTEE HELD ON  
8 NOVEMBER 2017 – REVIEW OF INFORMATION AND ADVICE SERVICES – UPDATE**

16. With reference to Paragraph 4 of the Minute of the meeting of North Lanarkshire Council's Infrastructure Committee held on 8 November 2017, when that Committee considered a report by the Head of Regulatory Services and Waste Solutions providing an update on the Review of Information and Advice Services for Internal and External Services, and agreed to refer that report to the Integration Joint Board for information, there was submitted said report.

**Decided:** that the report be noted.

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