

## PERTH AND KINROSS HEALTH AND SOCIAL CARE INTEGRATION PATHFINDER BOARD

Minute of Meeting of the Perth and Kinross Health and Social Care Integration Pathfinder Board held in Room 410, Fourth Floor, Council Building, 2 High Street, Perth on Friday 23 May 2014 at 10.00am.

### **Present:**

**Board Members** Councillor Peter Barrett, Perth and Kinross Council  
Councillor Dave Doogan, Perth and Kinross Council  
Linda Dunion, Tayside NHS Board  
Stephen Hay, Tayside NHS Board  
Councillor Kate Howie, Perth and Kinross Council  
Helen MacKinnon, Chief Executive, (PKAVS)  
Caroline Selkirk, Deputy Chief Executive, NHS Tayside.

**Board Advisers** Kathleen Bessos, Scottish Government  
Dr Margaret McGuire, Nurse Director, NHS Tayside  
B Nicol, NHS Tayside  
Alastair Noble, Adviser to Scottish Government  
John Walker, Perth and Kinross Council

**In Attendance:** Lorna Cameron, C Crawford, Diane Fraser, John Gilruth, A Taylor, (all Housing and Community Care, Perth and Kinross Council), and Paula Frazer, Committee Officer, Perth and Kinross Council, Paul Graham, Perth and Kinross Council.

**Apologies:** Judith Golden, Tayside NHS Board, Munwar Hussain, Tayside NHS Board, Gillian Costello, NHS Tayside, and Dr Andrew Russell, NHS Tayside.

Councillor Doogan, Presiding.

### **1. WELCOME**

Councillor Doogan, welcomed those present to the meeting and apologies were noted as above.

### **2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the relevant Codes of Conduct.

### **3. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Perth and Kinross Health and Social Care Integration Pathfinder Board of 28 March 2014 was submitted and approved as a correct record.

#### **4. MATTERS ARISING**

##### **(i) National Legislation (item 5(i) refers)**

K Bessos, Scottish Government, reported that the health and social care legislation had now progressed from a Bill to an Act and key to this was the development of regulations and guidance. There would be full consultation on the guidance, including public sector involvement. K Bessos welcomed the report (G/14/153) on developing a communication strategy as this would be a key priority for the Government during the transition process. It was noted that all Chief Executives would be written to in respect of the Integration Funding to be released in April 2015.

##### **(ii) Action Sheet (item 5 refers)**

The Pathfinder Board agreed the following in respect of the Action Sheet:

- (a) Ensure all actions have a target date.
- (b) An update on a Risk Register to be submitted to the next meeting of the Pathfinder Board on 8 August 2014.
- (c) Remove completed items from the Action Sheet.
- (d) Remove D Burke's name from Action Sheet.

##### **(iii) Perth and Kinross Health and Social Care Integration Route Map (item 12 refers)**

It was noted that the Route Map had been superseded by the Perth and Kinross Health and Social Care Integration Governance Accountability Framework and Action Plan which would be covered in Item 5 on the agenda (Report G/14/148).

#### **5. PERTH AND KINROSS HEALTH AND SOCIAL CARE INTEGRATION, GOVERNANCE AND ACCOUNTABILITY FRAMEWORK AND ACTION PLAN**

There was submitted a report (G/14/148) by J Walker, Interim Chief Officer outlining a Governance and Accountability Framework and Action Plan.

The Board noted that the Governance Accountability Framework and Action Plan represented a revised approach to recording progress and would provide assurance that tasks were being carried out and monitored effectively. It was important to ensure that the focus on key tasks was maintained. An update on the tasks, which had been discussed with all parties to ensure ownership, would be provided to each meeting.

L Dunion welcomed the new layout which clearly showed the volume of work required; however, she sought assurance that officers' workloads were manageable. J Walker responded that capacity was an issue nationally and more resources would be welcome but core objectives would be met through

a combination of leadership and regular monitoring. C Selkirk agreed that guidance from the Scottish Government would provide a structure for using resources effectively and the proposed Strategic Planning Group would be very important in taking work forward. It was noted that the full membership of the Strategic Planning Group had not yet been agreed; however, L Cameron, Perth and Kinross Council and E Devine, NHS Tayside would be part of the Group.

In discussion it was agreed that the Framework should include staff engagement should underpin the process in order to provide confidence. J Walker confirmed that staff engagement would be embedded across workforce development, locality plans, specific projects, and work streams.

C Selkirk commented that it was important that the Framework clearly differentiated between IT and data and that the existing data sharing protocol may need to be revisited. Currently a lot of work was needed to meet the challenge of IT integration and the use of mobile technology could be improved. In addition, B Nicoll reported that existing security systems did not allow the sharing of data and the IT platform issue needed to be resolved in order to move forward.

**The Pathfinder Board agreed:**

- (i) Instruct the Interim Chief Officer to provide a report on staff engagement to the next meeting of the Pathfinder Board on 8 August 2014.
- (ii) Instruct the Interim Chief Officer to differentiate the issues of IT and data within the Framework document.

**6. ADOPTING THE BODY CORPORATE MODEL FOR PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP**

There was submitted a report (G/14/149) by J Walker, Interim Chief Officer describing the decisions taken by both Perth and Kinross Council and NHS Tayside Board to support the Body Corporate Model for the Perth and Kinross Health and Social Care Partnership from April 2015.

The Board noted that both NHS Tayside and Perth and Kinross Council had expressed a preference for the Corporate Body Model; however this would not be adopted until integration took place.

**The Pathfinder Board agreed:**

To note, and endorse, the decision of Perth and Kinross Council and NHS Tayside to support the Body Corporate Model for Perth and Kinross.

**7. SCOPE OF FUNCTIONS FOR PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP**

There was submitted a report (G/14/150) by J Walker, Interim Chief Officer requesting that officers from across the Health and Social Care Partnership prepare a further report for consideration by Perth and Kinross Council and

NHS Tayside which will outline initial draft proposals for the functions and budgets to be delegated to the Perth and Kinross Health and Social Care Partnership from April 2015.

J Walker reported that the Scottish Government had now provided more clarity on the regulations which went out for consultation on 12 May 2014. The Council would be submitting a response to the consultation prior to its conclusion on 1 August 2014; the Council's response would be shared with the Pathfinder Board. Work was continuing ahead of the results of the consultation and it was envisaged that 90-95% of work could be progressed.

**The Pathfinder Board agreed:**

The Interim Chief Officer is asked lead a small group of relevant senior officers from across the Health and Social Care Partnership to prepare an initial draft scope of the pathways and activity to be delegated from Perth and Kinross Council and NHS Tayside to the Health and Social Care Partnership come April 2015. This initial draft scope to be shared, together with the discussions of the Pathfinder Board, with Perth and Kinross Council and NHS Tayside for further discussion and decision.

## **8. DEVELOPMENT OF THE PERTH AND KINROSS STRATEGIC PLAN**

There was submitted a report (14/151) by L Cameron, Head of Housing and Strategic Commissioning, Perth and Kinross Council providing: (1) an update on the development of the joint strategic plan for Perth and Kinross; (2) updates on the draft locality profiles which will inform and support this plan; and (3) a timetable of key tasks and activities needed to publish the Strategic Plan in April 2015.

In discussion the following points were noted:

- There would be links in the Plan to the activities of PKAVS.
- Local profiles would merge into local plans.
- Efforts were being made to obtain updated IRF data.
- Service Managers would be asked for their input.
- Staff Empowerment had not been included in the Plan.
- Addictions and sexual health should be included.
- Locality outcomes needed to be developed.
- A Community Engagement Strategy was in development.
- The first meeting of the Strategic Planning Group would take place in June 2014.

**The Pathfinder Board agreed:**

- (i) To note progress in developing the Strategic Plan, including development of the locality profiles and the establishment of a project team and strategic plan group.
- (ii) That a further update on progress be submitted to the next meeting of the Pathfinder Board on 8 August 2014.

- (iii) Expand membership of the proposed project team to include other disciplines such as addictions and sexual health.

## **9. CONCEPT OF FAIR LOCALITY CONSUMPTION TARGETS AND INCENTIVE FRAMEWORK**

There was submitted a report (G/14/152) by J Walker, Interim Chief Officer outlining the concept of fair consumption targets and consumption funds at locality level to enable the Partnership, through local practitioners including GPs, to make better use of public service resources and improve the wellbeing of people in local communities.

Councillor Doogan welcomed the report outlining the concepts; however, he expressed reservations at the use of the term 'Fair Share'. J Walker agreed that possible alternatives to the term could be investigated.

C Selkirk added that she was content with the concept; however, she expressed concerns in respect of the recommendation regarding the redistribution of resources (bullet point 3 refers). It would be helpful to ask Directors of Finance to look at how resources have been allocated.

### **The Pathfinder Board agreed:**

- (i) The concept of a consumption fund for localities.
- (ii) To sponsor further work with GPs to develop the concept.
- (iii) That an incentives framework be developed for GPs and localities.
- (iv) To test the model in two GP practices/localities using practice information on resource intensive patients.
- (v) To Instruct the Interim Chief Officer to submit a revised recommendation in respect of influencing the re-design of services (bullet point 3 refers).
- (vi) To Instruct the Interim Chief Officer to consider alternatives to the name, "Fair Share".
- (vii) To Instruct the Interim Chief Officer to scope options for secondary care to be involved in this process.
- (viii) To request Directors of Finance to look at how resources had been allocated.

## **10. PERTH ROYAL INFIRMARY PRESSURES**

There was a verbal update by J Gilruth, Perth and Kinross Council on Perth Royal Infirmary Pressures related to older people's admissions.

The update included the following points: (i) an increasing number of people in the over 80 age group, with complex needs, were being admitted to hospital; (ii) currently 16 people in Perth Royal Infirmary required long-term social care; (iii) the level of demand for home care services exceeds what is currently available; (iv) work has been done on mapping the capacity of home care

providers to meet need; (v) local care providers are experiencing problems in balancing the number of staff required; (vi) meeting current needs represented a considerable challenge; however, funding had been made available for an additional community support worker who was now in place; and (vii) The aim was to re-able 40% of people.

Dr McGuire agreed that an aging population presented challenges; however every effort should be made to avoid admitting elderly people to hospital where they may not experience the best outcomes. John Walker commented that it was important to recognise that partners were making considerable efforts to discharge people as quickly as possible.

The Pathfinder Board noted the position.

## **11. ENHANCED COMMUNITY MODEL**

The Pathfinder Board heard a presentation by E Devine, NHS Tayside on the Enhanced Community Model.

### **The Pathfinder Board agreed:**

- (i) To approve the Enhanced Community Model as outlined in the presentation.
- (ii) To request a progress report be submitted to a future meeting of the Board.

DR MCGUIRE AND K BESSOS LEFT THE MEETING AT THIS POINT.

R FRY ENTERED THE MEETING AT THIS POINT.

## **12. COMMUNICATIONS AND ENGAGEMENT STRATEGY FOR HEALTH AND SOCIAL CARE INTEGRATION**

There was submitted a report (G/14/153) by L Cameron, Head of Housing and Strategic Commissioning, Perth and Kinross Council providing draft Communications and Engagement Strategy for the integration of health and social care.

In discussion the following points were noted:

- The report represented a first draft outlining key messages.
- A key message should be to empower staff to take decisions and facilitate change.
- Survey work should be carried out with the public to test messages.
- Media briefing sessions should be organised in order to establish relationships.
- Measurable objectives needed to be set.

### **The Pathfinder Board agreed:**

- (i) The draft Communications and Engagement Strategy as outlined in Report G/14/153.

- (ii) That the Communications and Engagement Strategy should frame Health and Social Care Integration as a positive engagement experience for the community.
- (ii) That a more detailed report, including what is going to inform the Strategy, be submitted to the next meeting of the Pathfinder Board on 8 August 2014.

**13. ANY OTHER COMPETENT BUSINESS**

There was no further business.

**14. DATE OF NEXT MEETING**

Following discussion it was agreed that the next meeting of the Pathfinder Board would be held on 8 August 2014 at 2:00pm.

