

**HIGHLAND COUNCIL/NHS HIGHLAND
JOINT MONITORING COMMITTEE**

Minutes of the Meeting of the Highland Council/NHS Highland Joint Monitoring Committee held in the Chamber, Highland Council Headquarter, Inverness/Remotely on Wednesday 3 August 2022 at 10.45am.

PRESENT:-**Highland Council**

Mr David Fraser (Vice Chair)
Mr Raymond Bremner
Mr Alasdair Christie
Mr Edward Foster
Mr Derek Louden
Mrs Donna Manson

NHS Highland

Prof Boyd Robertson (Chair)
Dr Tim Allison
Ms Louise Bussell
Ms Ann Clark
Ms Pamela Dudek
Mr Dave Garden

Staff Representatives

Ms Elspeth Caithness (NHS Highland)

Third Sector, Carer and Service User Representatives

Mr Campbell Mair (Highland Home Carers Limited)
Mr Ian McNamara (Highland Senior Citizen's Network)
Ms Mhairi Wylie (Highland Third Sector Interface)
Ms Sandra Brown (Inspiring Young Voices)

Also in attendance

Mr Duncan MacPherson

Officers Present

Mr D Park, Chief Officer, NHS Highland
Mrs F Malcolm, Interim Head of Integration Adult Social Care, Highland Council
Ms G Grant, Interim Head of Commissioning, NHS Highland
Mr I Kyle, Head of Integrated Children's Services, Highland Council
Ms K Lackie, ECO Performance & Governance (Item 11)
Mr F MacDonald, Head of Property & Facilities Management (Item 11)
Mrs L Dunn, Principal Administrator, Highland Council
Ms F MacBain, Committee Administrator, Highland Council

Prof Boyd Robertson in the Chair

1. Appointment of Chair and Vice Chair

In accordance with Standing Orders, the Chair of the Joint Monitoring Committee would rotate on an annual basis between the Chair of NHS Highland and the Chair of the Highland Council's Health, Social Care and Wellbeing Committee.

Whilst the Chair of the Joint Monitoring Committee was held by the Chair of the Council's Health Social and Wellbeing Committee, the Vice Chair would be the Chair of NHS Highland and vice versa.

The Committee **AGREED** to appoint Prof Boyd Robertson as Chair and Mr David Fraser as Vice Chair for the first year of the new scheme, after which they would alternate roles.

2. Apologies for Absence

Apologies for absence were intimated on behalf of Ms H May and Ms F Duncan.

3. Declarations of Interest

There were no declarations of interest.

Transparency Statement:

Mr A Christie declared a connection to several items on the agenda today in his capacity as a Non-Executive Director of NHS Highland. However, having applied the objective test, reviewed his position in relation to the items, and considered his personal connection, he did not consider that he had an interest to declare.

4. Minutes of Previous Meeting

There had been circulated and **APPROVED** Minutes of Meeting of the Joint Monitoring Committee held on 16 March 2022.

Issues arising were as follows:

- a. Under item 4.b of the minutes of 16 March 2022, reference had been made to an update being provided to the next meeting on the progress with developing the service for children that had been subject to sexual abuse. Assurance was given and it was **NOTED** that an update would be circulated to the Committee after the meeting; and
- b. **AGREED** that a rolling action plan to track progress be introduced.

5. Highland Partnership Commission Assurance Reporting

a. Adult Social Care Assurance Report

There had been circulated Report No. JMC/08/22 by the NHS Highland Chief Officer, North Highland Health and Social Care Partnership.

During discussion, the following main points were raised:

- Mr C Mair emphasised his availability to engage in dialogue / consultation in relation to third sector issues;
- rural and island equality and poverty were key issues, with reference to challenges around vacant posts and staff absence;
- discussion took place on the purpose of the report, its suitability in relation to scrutiny, and whether it should also go to the appropriate governance committees of both the Council and NHH. Work was underway to develop a more integrated and meaningful report and some of the information

contained in the report was included in reports to other committees, as appropriate. It was important that work on the data set was progressed, without waiting for finalisation of the strategic plan;

- concern was expressed that there had been a reduction of 1,200 commissioned hours per week during 2021-2022, against the current unmet need of 1,700 hours per week;
- further clarity was sought and provided on the various funding streams and the uses to which they could be put. It was requested that further information on this be circulated to the Committee;
- reference was made to the need for ongoing improvement work to be considered in the context of partnership working, multi-agency responses, and wider socio-economic impacts such as Brexit, covid recovery, and national staffing challenges, with links to corporate risk registers;
- it was essential third sector engagement was undertaken in relation to workforce issues, and examples were provided of innovative efforts to address the vacancy situation and the importance of working collaboratively with the third sector to identify solutions;
- concern was expressed that the governance around additional funding decisions was not transparent and the need for these funds to be utilised in a partnership focussed approach was emphasised; and
- the Chair summarised integration and governance as key issues from the discussion.

The Committee **NOTED** the:-

- i. contents of the report and **AGREED** that further clarity be circulated to the Committee regarding the funding streams;
- ii. ongoing pressures across adult social care services, including NHS Highland and providers of commissioned services; and
- iii. detailed updates on care at home and the carers programme and NHS Highland's continued commitment and collaborative actions to sustain service provision, whilst responding to the ongoing pandemic and associated operational pressures.

b. Integrated Children's Services Assurance Report

There had been circulated Report No. JMC/09/22 by the Highland Council Executive Chief Officer Health & Social Care.

During discussion, the following main points were raised:

- in relation to young carers, assurance was sought and provided that services that had been unavailable during the Covid crisis were re-starting. It was important all agencies worked in partnership to identify young carers and that they were provided with similar levels of support as adult carers, including access to SDS;
- information was sought and provided on the roll out of learning from the Icelandic Model / Caithness Cares project, the Caithness Schools Survey, including the expansion of the substance awareness toolkit and the evaluation of a whole family pilot approach to drugs and alcohol within a primary school;
- information was sought and provided on third sector training in relation to the Promise, and progress with expenditure of the first tranche of families funding.

Assurance was sought that engagement on both would be undertaken with the third sector;

- child poverty was listed as one of the six partnership priorities for improvement but was not referenced significantly in the report. In response to a request, the Chair of the Highland Council Health, Social Care and Wellbeing Committee provided assurance that a report would be submitted to the next meeting of the Committee on the family wellbeing fund and child poverty. It was pointed out that wider issues such as child poverty were more appropriately placed with the Community Planning Partnership, with the JMC focussing on more specific delegated and conjoined issues;
- information was sought on the route for Inspections of Services for Children at Risk of Harm to be reported to and signed off by the Council and NHS Highland and confirmation was provided that information on the process, next steps, and the Committee's involvement would be circulated to the Committee;
- confirmation was sought that the appointment of a training officer and a Safe and Together Co-ordinator went some way to addressing recent references to the child protection function being under-resourced. Information was provided on work being undertaken to expand the brief of the Child Protection Committee to take on board some lessons learned during Covid; and
- it was emphasised that the JMC was not an Integration Joint Board and the Lead agency model used in Highland was summarised, as was the need to set out the governance arrangements more formally to ensure they were understood.

The Committee **NOTED**:-

- i. the work undertaken by the children's services planning partnership in delivering the Highland Integrated Children's Services Plan 2021 – 2023;
- ii. the work undertaken in other partnership areas; and
- iii. that further information would be circulated to the Committee setting out the process and the Committee's role in respect of Joint Inspections of Services for Children.

6. Highland Health & Social Care Partnership Finance Reports

a. Highland Health & Social Care Partnership Finance Report

There had been circulated Report No. JMC/10/22 by the NHS Highland Director of Finance.

During discussion, the following main points were raised:

- specific budget queries, including the use of NHS ring fenced funding, were responded to;
- it would be helpful to see commissioned hours of work shown alongside some of the budget figures, broken down by locality if possible, to help understand the relationship between the budget and unmet needs. However, the complexity of the situation was explained, as was the need for a wider lens to understand the impact of services on other services and localities; and
- attention was drawn to the importance of monitoring the run rates and the development of recurrent savings.

The Committee **NOTED** the financial position at the end of Month 3 2022/23.

b. Highland Council Finance Report

There had been circulated Report No. JMC/11/22 by the Highland Council Head of Corporate Finance.

The Committee **NOTED** the contents of the report.

7. Partnership Integration Scheme Implementation and Strategic Plan Update

There had been circulated Joint Report No. JMC/12/22 by the Highland Council Executive Chief Officer Health and Social Care and NHS Highland Chief Officer.

During discussion, information was sought and provided on timescales for finalisation of the strategic plan, progress with leadership for it, and whether investment and financial discussions were being taken into consideration. A rag status for implementation was requested and confirmation was provided that this information was already available and would be included in future reports. It was also asked that the decision-making process for all JMC partners be set out to ensure inclusivity and transparency. It was acknowledged that use of the budget in a holistic manner for the transformation agenda was a leadership challenge, with reference to the need to balance transformation with medium term financial planning.

The Committee:

- i. **NOTED** the contents of the report; and
- ii. **APPROVED** the proposed Terms of Reference of the Property Board.

8. Adult Social Care Transformation Plan

There was a presentation by the NHS Highland Chief Officer, North Highland Health and Social Care Partnership, on the Adult Social Care Transformation Plan.

During discussion, a key issue raised was having people supportively employed in a fair work environment in jobs that were respected as meaningful careers. Due to shortages of staff, there was an ongoing risk when recruiting for one area that this would leave a gap in staffing in another.

The Committee **NOTED** the presentation.

9. National Care Service

There was a verbal update by the Highland Council Head of Integration Adult Social Care on the National Care Service.

The National Care Service Bill was published for consultation with responses required by first week of September. The remit had been confirmed as being limited at the present time to the delivery of adult social care. A further Bill was anticipated dealing with local delivery issues, with further detail on this likely in December 2022. Both Chief Executives were involved with national meetings and would flag up any issues. It was important to avoid inaction while waiting for the development of the National Care Service.

The Committee **NOTED** the update.

10. Date of Next Meeting

The Committee **NOTED** that the next meeting would be held on Wednesday 5 October 2022 at 10.30am in the Chamber, Highland Council Headquarters, Inverness.

CONFIDENTIAL

11. Independent Sector Care Home Sustainability

There had been circulated to members of the Committee only Confidential Joint Report No. JMC/13/22 by the Chief Executives of NHS Highland and Highland Council.

Following detailed discussion, the Committee **AGREED** the recommendations as set out in the report, additional actions raised during discussion, and to hold a further meeting to discuss the matter on Monday 8 August 2022.

The meeting ended at 1.50pm.

**HIGHLAND COUNCIL/NHS HIGHLAND
JOINT MONITORING COMMITTEE**

Minutes of the Meeting of the Highland Council/NHS Highland Joint Monitoring Committee held remotely on Monday 22 August 2022 at 4.30pm.

PRESENT:-

Highland Council

Mr David Fraser (Vice Chair)
Mr Raymond Bremner
Ms Fiona Duncan
Mr Edward Foster
Mr Derek Loudon
Mrs Donna Manson

NHS Highland

Prof Boyd Robertson (Chair)
Dr Tim Allison
Ms Louise Bussell
Ms Heledd Cooper
Mr D Park (substitute)

Staff Representatives

Ms Elspeth Caithness (NHS Highland)

Third Sector, Carer and Service User Representatives

Mr Campbell Mair (Highland Home Carers Limited)
Mr Ian McNamara (Highland Senior Citizen's Network)
Ms Sandra Brown (Inspiring Young Voices)

Officers Present

Mrs Fiona Malcolm, Interim Head of Integration Adult Social Care, Highland Council
Ms Gillian Grant, Interim Head of Commissioning, NHS Highland
Ms Elaine Ward, Deputy Director of Finance, NHS Highland
Mrs Lorraine Dunn, Principal Administrator, Highland Council
Ms Fiona MacBain, Committee Administrator, Highland Council

Prof Boyd Robertson in the Chair

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr A Christie, Ms A Clark, Ms P Dudek, Mr J Gibson, Ms H May and Ms M Wylie.

2. Declarations of Interest

There were no declarations of interest.

3. Exclusion of the Public

The Committee **RESOLVED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public be excluded from the meeting for the following item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 & 9 of Part 1 of Schedule 7A of the Act.

4. Independent Sector Care Home Sustainability

There had been circulated to members of the Committee only Confidential Joint Report No. JMC/14/22 by the Chief Executives of NHS Highland and Highland Council.

Following detailed discussion, the Committee:

- i. **AGREED** the recommendations as set out in the report and for a communications strategy to be developed;
- ii. **AGREED** that a robust response be prepared to the Minister's letter dated 11 August 2022 addressing the misconceptions and to include reference to the challenges with developing a strategic plan without clarity of the National Care Strategy;
- iii. **AGREED** that further information be provided on the timescale in respect of the development of the strategic plan;
- iv. **NOTED** that the Highland Council and NHS Highland Chief Executives would be attending a meeting with the Permanent Secretary and senior civil servants and **AGREED** that they make representations at this meeting on the significant challenges being faced, service user and carer views (a separate meeting to be held with third sector representatives in order to ascertain their feedback) and the impact of the increasing energy costs;
- v. **NOTED** the need for Highland Council and NHS Highland to establish a formalised position of joint financial risk;
- vi. **NOTED** that a response would be pursued from the Western Isles Council regarding care home sustainability; and
- vii. **NOTED** the need for further special meetings to be scheduled.

The meeting ended at 5.15pm.