

HIGHLAND COUNCIL/NHS HIGHLAND JOINT MONITORING COMMITTEE

Minutes of the Meeting of the Highland Council/NHS Highland Joint Monitoring Committee held remotely on Wednesday, 29 March 2023 at 10.30am.

Present:

Highland Council

Mr David Fraser (Vice Chair)
Mr Raymond Bremner
Ms Fiona Duncan
Mr Ian Kyle
Mrs Kate Lackie
Mr Derek Loudon
Mrs Angela MacLean (substitute)
Ms Fiona Malcolm
Mr Brian Porter

NHS Highland

Prof Boyd Robertson (Chair)
Dr Tim Allison
Mr Alex Anderson
Ms Heledd Cooper
Ms Pamela Cremin
Ms Pamela Dudek
Mr Gerry O'Brien

Staff Representatives

Ms Elspeth Caithness (NHS Highland)

Third Sector, Carer and Service User Representatives

Ms Sandra Brown (Inspiring Young Voices)
Mr Campbell Mair (Scottish Care - Care at Home)
Mr Ian McNamara (Highland Senior Citizen's Network)
Ms Mhairi Wylie (Highland Third Sector Interface)
Mr Christopher Allan (Scottish Care Highland Branch Chair – Care Homes)

Also Present

Ms Sarah Compton-Bishop, Chair-Designate, NHS Highland

Officers Present

Ms G Grant, Interim Head of Commissioning, NHS Highland
Ms E Ward, Deputy Director of Finance, NHS Highland
Ms R Boydell, Head of Service, Community Directorate, NHS Highland
Mrs L Dunn, Principal Administrator, Highland Council
Mr A MacInnes, Committee Officer, Highland Council

Prof Boyd Robertson in the Chair

Preliminaries

The Chair welcomed new committee members to the meeting and introduced Ms Sarah Compton-Bishop, Chair-Designate of NHS Highland, who would be joining the Committee officially from the following meeting.

1. Apologies for Absence

Apologies for absence were intimated on behalf of Ms L Bussell, Mr A Christie, Ms A Clark and Mr J Gibson.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of Previous Meeting**

There had been circulated and were **APPROVED** minutes of the meetings of the Joint Monitoring Committee held on 5 October 2022, 18 January 2023 and 24 February 2023.

Due to the urgency and immediacy of Item 10, the Committee **AGREED** to consider items 9 and 10 at this point.

9. **Exclusion of the Public**

The Committee **RESOLVED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public should 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.

10. **Independent Sector Care Home Sustainability: Current Situation Overview and Forward Framework**

There had been circulated to members of the Committee only Joint Report No. JMC/**11**/23 by the NHS Highland Chief Executive and the Highland Council Chief Executive.

The Committee **AGREED** the recommendations as set out in the report.

4. **Highland Partnership Commission Assurance Reporting**

a. **Adult Social Care Assurance Report**

There had been circulated Report No. JMC/**05**/23 by the NHS Highland Chief Officer, North Highland Health and Social Care Partnership.

During discussion, the following issues were raised:

- the new format for the report was welcomed, as were the slides informing how the system was being progressed to develop appropriate data measures and understand performance;
- the NHS Highland Chief Executive clarified that, in relation to the statement at paragraph 4.3 of the report, the focus had to be on integration to achieve improved outcomes for the Highland population, and that performance monitoring going forward should reflect this, and inform the committee of progress on the direction of travel;
- in response to a query on the wellbeing of carers, it was clarified that one of the nine national Health and Wellbeing outcomes related to carers, and intelligence would be gathered on this for inclusion in the annual Plan, which would be intended as a public assurance document;
- in relation to Adult Social Care indicators, a data set was being developed within NHS Highland for the Health and Social Care Committee, and engagement undertaken with communities. The annual Plan, as part of the integration model, would report against Adult Social Care indicators;

- it was important the vacant carers representative position on the Committee was filled, and representation from across third sector carers and users required strengthening;
- a glossary of acronyms should be circulated with future reports; and
- it was proposed that a reference group be created to consider the metrics around financial outturns in the context of activities to facilitate proper scrutiny.

Thereafter, the Committee:-

- i. **NOTED** the contents of the report;
- ii. **NOTED** the ongoing sustained pressures across Adult Social Care services;
- iii. **NOTED** the performance report, that it was proposed that future assurance reports would be presented in this format, and any additional key areas of activity and performance;
- iv. **AGREED** that the vacancy for the Carer representative on the Committee be filled;
- v. **AGREED** that a glossary of the acronyms be circulated with future reports; and
- vi. **AGREED** to investigate the creation of a reference group to consider the metrics around financial outturns in the context of activities.

b. Integrated Children's Services Assurance Report

There had been circulated Report No. JMC/06/23 by the Highland Council Head of Integrated Children's Services.

- assurance was sought and provided that, in relation to participation in the development of the Children's Services Plan, the complexity of public and third sector workforce needs were being taken into consideration, as well as those of children, young people and families;
- it was important to benchmark services against other areas and ensure this was included in future reports noting, for example, that the relatively high referral rate to Children's Hearings in Highland was not reflected in the report. This had been a focus of the Joint Leads Assessment;
- it was disappointing that after several requests and a wait time of around five years, the provision of a statutory service for children who had been sexually abused was not yet in place. A summary was provided of specialist services which could be used as and when required, including a clinic at Raigmore, Children and Adolescent Mental Health Services, and the Children and Young People's Centre for Justice. Assurance was provided that the matter would be considered at the next meeting of the Integrated Children's Services Planning Board and feedback provided to the JMC;
- clarity and meaning on key indicators was requested for future reports including, for example, which were statutory, regulatory, national or local;
- information was sought on a variety of issues, some of which were explained and others were contained within the Plan or would be responded to outwith the meeting, as follows:
 - assurance was sought and provided that the third sector was involved in the development of the Integrated Children's Services Plan;
 - a trauma-informed approach was across all services, not only Children's Services;
 - it was queried whether there were sufficient staff in post to deal with Local Child Protection Procedures;
 - information was sought on the training mentioned in the report on the why and the how of including Children's Rights and Participation;

- in relation to the monitoring of the Whole Family approach, including the Lochaber pilot, this project was being led by the Community Planning Board and a programme manager was being appointed;
- in relation to the delivery of child poverty outcomes, there was a Highland Outcome Improvement Group exclusively related to poverty which was gathering data from a wide range of sources, with third sector and local groups at the centre;
- assurance was provided that work to reduce the financial barriers to families in relation to child poverty included many third sector organisations;
- it was suggested that when projects were being started or piloted, it was important to start in communities with groups already undertaking the work in question;
- assurance was provided that there were a relatively low number of school nurse vacancies at present and that school nurse time had been released by the removal of delivery of the immunisation programme to NHS Highland;
- it was important that lived experience was included in reports and workstreams; and
- in relation to Perinatal Advice Meeting Professional Reflection meetings, of 170 engagement sessions between January and October 2022, only 50 had led to direct follow ups with clients.

Thereafter, 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; and
- ii. the work undertaken in other partnership areas; and
- iii. that a detailed response would be circulated to the Committee regarding the provision of service for children that had been subject to sexual abuse.

5. Highland Health & Social Care Partnership Finance Reports

a. Highland Health & Social Care Partnership Finance Report

There had been circulated Report No. JMC/**07**/23 by the NHS Highland Director of Finance.

The Committee **NOTED** the financial position at the end of Month 11 2022/2023.

b. Highland Council Finance Report

There had been circulated Report No. JMC/**08**/23 by the Highland Council Head of Corporate Finance.

The Committee **NOTED** the contents of the report and the outlook for 2022/23 and 2023/24.

6. Strategic Plan – Update

Pam Cremin, Chief Officer, NHS Highland, gave a verbal update on progress with the Strategic Plan. There was ongoing engagement with the Strategic Planning Group, with the next meeting scheduled for 13 April 2023 and, while the draft was being prepared, there was ongoing participation and engagement, workshops were being scheduled, and a quality impact assessment was being undertaken. The Plan would be presented to the Committee in September 2023.

During discussion, information was sought and provided on specific plans for community engagement. It was anticipated that dates and locations would be collated and published after the next meeting of the Strategic Planning Group. It was clarified that good practice involved actively going out to communities, with activities in Caithness being a good example of this. The possible role of supermarket cafes was highlighted and examples cited of late opening supermarkets being used as a safe space on occasion.

The Committee **NOTED** the update.

7. Future Reporting – Performance Management, Assurance and Audit

There had been circulated Joint Report No. JMC/10/23 by the NHS Highland Chief Executive and the Highland Council Chief Executive.

The future approach was summarised, with a further, more specific report due to be presented at the next meeting. Topics for consideration included a possibly themed approach detailing progress with achieving outcomes to provide assurance and scrutiny opportunities for both organisations, and greater consistency in reporting across the partnership, including outcome and performance measurement, benchmarking and risk monitoring.

During discussion the following issues were raised:

- progress to improve reporting was welcomed but work was still required to fine tune the processes for the Committee and which information it considered;
- it was queried who would undertake the audit requirements and clarified this would depend on the work to be audited, according to strategic priorities;
- the scope and performance of commissioned services was queried, including the effect of a risk-based approach on commissioning ambitions and to what extent external and third sector organisations would be involved. This would be looked at in terms of remit and scope by the Joint Officer Group (JOG);
- it was queried how co-production (for working with communities) and early intervention upstream fit into the monitoring of this work, and it was explained that if these were outcomes which the Committee decided were to be measured, they would be included in the performance framework by the JOG; and
- in relation to how climate change and carbon clever initiatives fitted into the proposals, noting that no implications were indicated on the report, it was for the JMC to look at measures relevant to the work of the Committee. It was important to take the status of various indicators into consideration, for example whether they were statutory, when considering them. Some outcomes were already being measured elsewhere and this could be considered by the JOG, with appropriate engagement, and possible involvement of the reference group referred to earlier in the meeting.

Thereafter the Committee **NOTED** the update and the refreshed template and future content for reporting to the Committee and **APPROVED** the next steps

8. Chair

The Committee **NOTED** that Mr David Fraser would take over as Chair from 1 April 2023 to 31 March 2024. Mr Fraser thanked Prof Boyd Robertson for his work as Chair and wished him well for the future.

The meeting was closed at 12.52pm.

Date of next meeting – Wednesday 21 June 2023 at 10.30am