
Minute of Integration Joint Board Meeting

Date: 11th June 2025

Time: 2pm

Place: Elgin House, Ailsa Hospital, Dalmellington Road, Ayr

Present

Linda Semple - Chair of IJB
 Cllr Hugh Hunter – Voting Member, SAC
 Cllr Julie Dettbarn – Voting Member, SAC
 Cllr Cameron Ramsay – Voting Member, SAC
 Cllr George Weir – Voting Member, SAC (Proxy)
 Jean Ford – Voting Member, Non-Executive, NHS (via surface hub)
 Tom Hopkins – Voting Member, Non-Executive, NHS (Proxy)
 Liam Gallacher – Voting Member, Non-Executive, NHS (via surface hub)

In Attendance

Tim Eltringham - Director of Health and Social Care, HSCP
 Mark Inglis – Head of Children’s Health, Care and Justice Services, HSCP
 Billy McClean – Head of Community, Health and Care Services, HSCP (via surface hub)
 Gary Hoey - Chief Social Work Officer, HSCP
 Lisa Duncan - Chief Finance Officer, HSCP
 Louise Gibson - Lead Allied Health Professional Advisor, HSCP
 Rosemary Robertson – Associate Nurse Director, NHS
 Sheila Tyeson – Senior Manager, Planning and Performance, HSCP
 Rachael Graham – Planning and Performance Co Ordinator, HSCP
 Sharon Morrow - Non-Executive, NHS
 Glenda Hanna – Independent Sector Representative, Scottish Care
 Martin Rogan – Carers Representative, South Ayrshire Carers Gateway
 Nadine McCall - Administration Assistant (minute taker), HSCP

Agenda	Discussion	Action
1.	<p>Welcome/ Apologies/ Membership Updates</p> <p>Apologies were noted on behalf of Ewing Hope, Sally Amor, Cllr Mark Dixon, Marie Oliver and Frances Ewan.</p>	
2.	<p>Declarations of Interest</p> <p>There were no declarations of interest to note.</p>	
3.	<p>Minute of Previous Meeting</p> <p>Minute of the IJB on 12th March 2025 was agreed as an accurate record of the meeting.</p>	
4.	<p>Matters Arising/ Action Log</p> <p>As agreed at IJB on 12th March 2025, S Tyeson was to feedback regarding the uptake in relation to email circulated to providers from Commissioning Team offering them the opportunity to engage with the Director.</p> <p>It was noted that B McClean attended the Care at Home Providers forum and had a discussion with the adult care providers in attendance.</p> <p>G Hanna stated that the conversations with older peoples' providers have not been as in depth as adult care providers, and she would welcome further discussions.</p> <p>In relation to the action regarding Social Care Charges and the ask of L Duncan to provide an update on this at a future meeting, it was noted that the Council's Cabinet approved the Social Care Charging on 18th March and approved a new HSCP Charging Policy on 29th April.</p>	
5.	<p>Chief Officer's Update</p> <p>T Eltringham advised that this report provides an update to the South Ayrshire Integration Joint Board on behalf of the Chief Officer on items that do not merit a full report, but the Board may wish to note.</p> <p>T Eltringham provided a brief update on the following as noted within the circulated report:</p> <p>Ageing Well Service Plan Development update – the product</p>	

	<p>of the conversations from this session will be brought together over the next few weeks in order to create a draft plan.</p> <p>The Central Locality Engagement Event took place on 30th April and was an opportunity for staff, services, members of the Locality Planning Partnership (LPP) and local community from across Ayr and surrounding villages to come together to share their experience, knowledge and skills.</p> <p>Jane Davis Award – South Ayrshire’s approach to person centred care with a compassionate approach has been shortlisted to the final for consideration in the Jane Davis award.</p> <p>Ayrshire Archives – Winning Team – Ayrshire Archives were presented to winners on 29th March across a number of categories. The Focus on Frailty Team for South Ayrshire Health and Social Care Partnership lifted the top prize.</p> <p>Wellbeing Pledge (3rd June) – the third Wellbeing Pledge Showcase event was held on 3rd June. The success of this cannot be fully captured and the event is evidence of the hard work, inspiration and dedication to a wide range of groups, partners, staff and service users who attended.</p> <p>Billy McClean – successful appointment – B McClean, Head of Community Health and Care Services has been successfully appointed to the post of Chief Officer with Renfrew Health and Social Care Partnership. He will be leaving South Ayrshire after 10 years with the HSCP and 15 years with Ayrshire and Arran NHS. His time here has been well spent, and he has led his team through a complex and at times difficult journey with a positive, glass half full attitude. Members of the IJB wish him well in his future endeavours.</p>	
6.	<p>Summary briefing from other Governance Meetings (if available/relevant)</p> <p>There were no summary briefings from other Governance Meetings to note.</p>	
Items for Agreement		

7.	<p>Election of Integration Joint Board Chair/ Vice Chair</p> <p>T Eltringham advised that the purpose of this report is to elect the Chairperson and Vice Chairperson of the IJB in accordance with the Integration Scheme.</p> <p>T Eltringham noted section 2.4.1 and 2.4.2 from the Integration Scheme:</p> <p><i>Section 2.4.1. - The Chairperson and Vice Chairperson will be drawn from the NHS Board and the Council voting members of the Integration Joint Board. If a Council member is to serve as Chairperson, then the Vice Chairperson will be a member nominated by the NHS Board and vice versa. The first Chairperson of the Integration Joint Board will be a member appointed on the nomination of the Council.</i></p> <p><i>Section 2.4.2. - The appointment to Chairperson and Vice Chairperson is time-limited to a period not exceeding three years and carried out on a rotational basis. The term of office of the first Chairperson and Vice Chairperson will be for the period to the local government elections in 2017, thereafter the term of office of the Chairperson and Vice Chairperson will be for a period of two years.</i></p> <p>T Eltringham informed that this report makes proposals based on the Integration Scheme for the arrangements for Chairperson and Vice Chairperson for the next five years.</p> <p>It is proposed that Cllr Julie Dettbarn take on the role of IJB Chairperson nominated by Cllr Hugh Hunter and seconded by Jean Ford.</p> <p>It is proposed that Jean Ford take on the role of IJB Vice Chairperson, nominated by Cllr Julie Dettbarn and seconded by Liam Gallacher.</p> <p>T Eltringham advised that it is proposed that the term of office for the Chairperson and Vice-Chairperson be 2 years which aligns with the next electoral cycle for local government.</p> <p>Cllr Hunter expressed his thanks to L Semple in her term as IJB Chairperson which has been an exceptional period of work by the Board.</p> <p>The Board agree the nomination for Chairperson and Vice</p>	
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	Chairperson.	
8.	<p>South Ayrshire Health and Social Care Partnership Workforce Plan</p> <p>S Tyeson advised that this report presents to the IJB our agreed submission for a one-year Workforce Plan 2025/26 as requested within the Directors Letter of December 2024. The Directors Letter set out nine specific questions to respond to, which are included in Appendix 1 (South Ayrshire HSCP Workforce Plan 2025/26).</p> <p>S Tyeson informed that South Ayrshire Health and Social Care Partnership have a statutory duty to provide a Workforce Plan. S Tyeson noted that previous plans reflected and detailed activity over a 3 - year period.</p> <p>To ensure HSCP's were able to maintain progress and in recognition of the significant challenges they faced in other areas of business, the Scottish Government reviewed the need for a three-year plan submission and advised of a one-year submission, with a set list of 9 questions for HSCP's to respond to.</p> <p>S Tyeson advised that the creation of a one-year plan was reduced, has been consulted on and they have engaged with a number of staff on this plan. James Andrew has recently been welcomed back for a shorter limited period of input.</p> <p>S Tyeson highlighted that this Workforce Plan must be published by the end of June 2025.</p> <p>The Scottish Government are keen to understand how they can help the HSCP going forward and asked for particular plans or challenges.</p> <p>In terms of highlight points regarding feedback from Scottish Government, it has to be recognised that variable working terms and conditions are a key factor. S Tyeson advised that driven by the financial resources provided through Scottish Government influence this, there remains differences between pay rates for parable roles across NHS, Council and commissioned sector.</p> <p>S Tyeson noted that since the last Workforce Plan submission the HSCP has seen a substantial shift in some areas, particularly with hard to recruit to posts. Whilst not all areas have improved, the</p>	

	<p>HSCP have considered and implemented some structural amendments to ensure that service delivery can continue safely.</p> <p>S Tyeson continued by highlighting some of the areas of success and improvement factors (detailed in section 9 of Appendix 1).</p> <p>It is recognised that the Innovation and Improvement funding stream introduced in 2023 has been successful in securing a number of temporary posts to support these developments. The ethos is to introduce the improvements and embed these into practice whilst having some additional resources available to 'free up and invest the time needed' but be able to have these continue once introduced without the temporary resource.</p> <p>Cllr Hunter queried if there was any idea when and if the Scottish Government would respond to this plan following submission.</p> <p>S Tyeson advised that she did ask the question with regards to the likelihood of a response being received and Scottish Government provided a degree of assurance the answers and responses would be considered, however did not provide a timescale for this.</p> <p>In terms of challenges around vacancies, J Ford expressed that it would be helpful to get an understanding of the number of vacancies there were and where they sat.</p> <p>T Hopkins questioned the comparison to East and North Ayrshire in terms of the dependency ratios.</p> <p>T Eltringham stated that South Ayrshire is worse by some difference. T Eltringham explained the situation at the moment, is resulting in people becoming more disabled in hospital settings, and then requiring larger packages of care. T Eltringham stated that they have to redesign, to prevent people going into hospital or when they get into hospital, a quicker turnaround period.</p> <p>T Eltringham advised that all evidence suggests that this is not currently being done as effectively as it should be, due to lack of staff required to do the work.</p> <p>Cllr Hunter expressed his interest around technology/ IT to improve performance and questioned what percentage of staff across the Partnership have completed the mandatory Quality Improvement modules.</p>	
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	<p>S Tyeson informed, to her knowledge the percentage is currently around 78%.</p> <p>The Board agreed to note the content of the report, as the agreed response to the Directors Letter (December 2024) regarding a Workforce Plan and agreed the report for submission to the Scottish Government.</p>	
9.	<p>Improvement and Innovation Fund Projects Update</p> <p>L Duncan advised that this report is to provide an update on the Improvement and Innovation Projects approved to date.</p> <p>On the 14th of June 2023, the IJB approved investment of £4m from reserves to create an Improvement and Innovation Fund for services to invest in specific projects aimed at improving services to meet current demand pressures and / or reduce future demand pressure through innovation and changes to ways of working. From a financial perspective improvement in services should ensure future financial sustainability.</p> <p>L Duncan advised that the IJB approved further investment of £2m into the fund on the 12th June 2024. The £6m investment into the Improvement and Innovation fund represents 2.4% of the total IJB Budget for 2025-26 £248.422m.</p> <p>L Duncan noted that Appendix 1 highlight report shows five projects completed in this quarter (January – March), one of which is continuing as business as usual.</p> <p>L Duncan highlighted some areas of investment made within:</p> <ul style="list-style-type: none"> • Community Care • Allied Health Professionals • Primary Care OT's • Children and Justice Services • Policy and Performance Team • Public Health <p>M Inglis commended the free travel investment for 22–30-year-old care experienced young people, which has had a significant impact on those who have received this. The impact in terms of mental health and connectivity with family members, also engagement in employment has been significant. This approach</p>	

	<p>continuing by the Scottish Government would be very welcomed.</p> <p>With regards to the IJBs commitment to neuro work, South Ayrshire has been able to go way beyond what is happening in other localities in terms of their investment in neuro diagnostics. This has enabled CAMHS to support more complex children and young people.</p> <p>L Gibson thanked the IJB for their investment in Allied Health Professionals and the huge difference small changes across the services have made.</p> <p>B McClean expressed the hugely positive range of projects within his service, many of which have focused on prevention and pushing towards early proactive intervention.</p> <p>G Hoey noted in terms of funding commitment to Mental Health Officer training, they are now in a much better position in terms of the number of Mental Health Officers they have.</p> <p>J Ford queried in terms of digital work if there was any thought within that space to tap into what the possibilities of using AI were and the potential benefits of using this.</p> <p>T Eltringham noted that they seek best guidance from Thomas Griffin, Digital Programme Manager with regards to any digital ideas. There are a number of products that could provide huge opportunities, however with regards to AI it is understood that the information management and data security arrangements are not keeping up with the demand in terms of use of AI. It is also felt that the risks in respect of cyber security is a cause for concern when it comes to considering the use of AI.</p> <p>L Semple highlighted that South Ayrshire IJB are the only IJB in Scotland who have this protected funding for innovation and improvement priorities which she feels incredibly proud of. L Semple expressed, on leaving her role as IJB Chair today she would encourage for this to continue due to the hugely positive impact it is making.</p> <p>The Board noted the content of the report and the recommendations.</p>	
10.	Adult Community Care Providers – Additional Contract Uplift Proposal	

	<p>L Duncan advised that the purpose of this report is to provide detail on the services commissioned from adult community care providers and a proposal for approval to provide an additional uplift to the contract care packages of 20 hours and under.</p> <p>L Duncan noted that the budget approved an increase in hourly rate to £23.08 per hour, 4.91% increase across all community care provision for older people and adults.</p> <p>Noted in the budget paper was for further work to be developed on reviewing the rate for adults with complex and enduring needs in mental health and learning disability, recognising support generally out with the home and location, frequency, duration reduces availability of staff to support a number of individuals.</p> <p>L Duncan continued to advise that analysis of adult care packages was undertaken. 79% of service users receive 36% of hours delivered, majority of hours were 24-7 care.</p> <p>L Duncan referred to section 9.10 of the report which highlights the majority (64%) of service users receive 20 hours of care or less per week – 1346 hours per week are delivered for 20 hours of care and less.</p> <p>It is proposed to increase the hourly rate for 20 hours per week or less care packages by £1per hour to £24.08 per hour. This would apply to: -</p> <ul style="list-style-type: none"> • Adult Commissioned Providers only • Purchased via Self Directed Support Option 3 only • The base £23.08 hour rate NOT include any uplifts on the rurality uplifts (3% and 6%) <p>The additional cost to increase the adult commissioned hourly rate by one hour for care packages of 20hours or less per week, will be £70k per annum based on the current level of commissioned care. This will be managed within the current budget for 2025-26.</p> <p>The Board noted and agreed the content and recommendations of the report.</p>	
11.	Integration Joint Board Year End Financial Outturn 2024 - 2025	

	<p>L Duncan advised that the purpose of this report is to advise the IJB of the actual financial outturn for the financial year ending 31st March 2025 and also provide an update on progress made against approved savings and movements on the annual approved budget for 2024-25. Including any request for approval on use of reserves, and any requests for funding from the Improvement and Innovation fund, and budget virements for approval.</p> <p>L Duncan informed the actual year end outturn for the financial year end 31st of March 2025 is an overall overspend of £2.340m, after earmarking specific underspends derived from specific allocations, that relate to commitments in future years. The outturn is broken down as follows:</p> <ul style="list-style-type: none"> • Social care services delivered by South Ayrshire Council overspend of £1.867m after earmarking of £1.964m netted of an underspend of £0.097m, Earmarked funds include underspends in specific allocations for Alcohol and Drug Partnership, Improvement and Innovation Fund projects, and income for Unaccompanied Asylum-Seeking Children (UASC). • Services delivered by NHS Ayrshire and Arran overspend of £0.473m, after earmarking of £1.579m netted of an underspend of £1.106m. Earmarked funds include: - • Allied Health Professionals £0.134m earmarked from Scottish Government wellbeing fund and underspends on improvement and innovation projects. • Lead Partnership earmarking of £1.445m, which is our share of specific earmarking in lead partnership services delivered by East Ayrshire and North Ayrshire IJB's, detailed information in Section 4.11.2. <p>L Duncan continued to inform, in period 10 Budget Monitoring Report there was an anticipated underspend of £0.961m which is an adverse movement from period 10 of £1.379m and is mainly attributed to the areas highlighted in section 3.3 of the circulated report, not included in prior projections.</p> <p>L Duncan advised that there has been no change in the overall areas of overspend/underspend in service areas since, reflected in budget 25 - 26.</p> <p>L Duncan advised that Earmarked Reserves at the end of the year are £5.819m, as shown in Appendix G of the circulated</p>	
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	<p>report, this includes £1.445m of Lead Partnership reserves for services delivered on a Pan Ayrshire basis by North and East HSCP's. Alcohol and Drug Partnership specific Scottish Government ring fenced funding of £0.119m, UASC funding £1.180m that will be used in 2025-26, and £1m earmarked to balance the budget in 2025-26 Biggart Hospital £0.300m to support transition to reduced beds to the budgeted level.</p> <p>L Duncan highlighted the financial risks as fully outlined at section 4.16.1 of the report.</p> <p>The Board noted the content of the report and approved the allocation of Improvement and Innovation Fund in section 4.14.2.</p>	
12.	<p>Integration Joint Board Draft Unaudited Annual Accounts 2024 - 2025</p> <p>L Duncan advised that the purpose of this report is to present the Draft Unaudited Annual Accounts for the IJB for 2024-25.</p> <p>The key messages and operational highlights for 2024-25 include:</p> <ul style="list-style-type: none"> • Engagement with Locality Planning Partnerships, developing Team Around the Locality and launch of Connect Ayrshire. • Ageing Well launch • Collaborative working with UWS, commitment to workforce development, investing in future workforce • Improvement and Innovation fund investment in neurodiversity service • The Promise Plan improvement progress • Roll out of Family First approach delivery on Whole Family Wellbeing agenda <p>L Duncan advised that included in the report is the financial outlook and forecast. There is a budget gap of £33.2m over the next five years based on no change to the current funding arrangements.</p> <p>L Duncan emphasised the significant financial risk if contribution from partners does not increase. Conversations have already started with Council members in relation to this.</p> <p>L Duncan advised that it is recommended that the Integration</p>	

	<p>Joint Board:</p> <ul style="list-style-type: none"> • Considers the unaudited Annual Accounts noting that all figures remain subject to audit. • Considers the governance statement contained within the unaudited annual accounts subject to change following internal auditors report to PAC on the 25th of June 2025 • Agree to the publication of the unaudited Annual Accounts subject to update of the internal auditor's report in the Governance Section following PAC meeting on the 25th of June 2025. • Approves the accounting policies applied in the production of the unaudited Annual Accounts • Agree to receive the audited annual report and accounts at IJB meeting on the 10th of September subject to any recommendations made by our external auditors. <p>The Board noted the content of the report and agreed the recommendations.</p>	
For Information to IJB		
13.	<p>Audit Scotland Integration Joint Board – Finance Bulletin 2023 – 2024</p> <p>The purpose of this report is to present the findings of the Audit Scotland Integration Joint Boards – Finance Bulletin 2023-24 published in March 25 and provide information in relation to South Ayrshire IJB's position, and actions being progressed to ensure future financial sustainability.</p> <p>The report has already been presented to PAC on 1st April 2025.</p>	
Items for noting		
14.	<p>Minutes for noting: <i>Performance and Audit Committee – 18th February 2025</i></p>	

Date of Next Meeting – Wednesday 10th September 2025