



MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD

THURSDAY 27 FEBRUARY 2020
COUNCIL, CHAMBER, TOWN HOUSE, HADDINGTON

Voting Members Present:

Councillor F O'Donnell (Chair)
Councillor S Akhtar
Dr P Donald
Councillor N Gilbert
Ms F Ireland
Mr A Joyce
Councillor S Kempson
Mr P Murray

Non-voting Members Present:

Mr D Binnie
Dr R Fairclough
Ms C Flanagan
Mr I Gorman
Ms A MacDonald
Ms M McNeill
Mr T Miller
Ms J Tait
Mr P White

Officers Present from NHS Lothian/East Lothian Council:

Mr P Currie
Ms L Berry
Ms C Goodwin

Visitors Present:

Mr D Williams, Scottish Government

Clerk:

Ms F Currie

Apologies:

Dr G Choudhury
Ms L Cowan
Dr J Turvill
Ms L White

Declarations of Interest:

None

The Chair advised members that she may have to leave the meeting early. In that event the Vice Chair, Peter Murray, would chair the remainder of the meeting.

1. CHANGES TO THE MEMBERSHIP OF THE IJB

The Chief Officer had submitted a report informing and seeking approval from the IJB for changes to its voting and non-voting membership.

The Chair presented the report and invited Patricia Donald and Marilyn McNeill to provide a brief summary of their experience and what they would bring to the IJB.

Mr Murray welcomed Dr Donald's appointment as a new voting member and Ms McNeill's re-appointment for a further term as a non-voting member. He added that he was particularly pleased to support the appointment of a new public health representative as this was an important area of focus for the IJB.

The Chair added her own welcome to the new and returning members.

Decision

The IJB agreed to:

- i. note the appointment of Dr Patricia Donald as a NHS Lothian voting member of the IJB, for the maximum term of office;
- ii. approve the re-appointment of Marilyn McNeill as a service user representative and non-voting member, for the maximum term of office; and
- iii. approve the creation of a new public health non-voting member of the IJB and the appointment of Dr Philip Conalglan in this role.

2. MINUTES OF THE EAST LoTHIAN IJB MEETING ON 5 DECEMBER 2019 (FOR APPROVAL)

The minutes of the East Lothian Integration Joint Board (IJB) meeting on 5 December 2019 were approved.

3. MATTERS ARISING FROM THE MINUTES OF 5 DECEMBER

The following matters arising were discussed:

Item 10 – Councillor Gilbert asked for an update and whether the new Community Hospital had been integrated into the Winter Plan.

Alison MacDonald reported that dormant wards in the new hospital had been successfully utilised to provide an additional 12-14 beds and that this had been fully funded through additional winter monies from the Scottish Government. However this funding would run out at the end of March and Ms MacDonald was currently seeking to extend the funding as the beds were likely to be required for an additional period.

Item 7 – the Chair asked for an update on the review of the Change Board structure.

Paul Currie advised that the change board structure, specifically the groups dealing with primary care and mental health issues, had recently been the focus of a review by Internal Audit with a report likely to be completed in the next couple of weeks. The

Partnership's own review of the change board structure would take account of the audit findings as well as consulting with members of the boards and reference groups. A report would be brought to a future meeting of the IJB to present the findings of this review.

The Chair referred to a comment in the minutes about providing updates to members on the work of each of the Change Boards. She asked if these updates could be circulated via the Clerk. Mr Currie agreed to take this forward.

4. CHAIR'S REPORT

The Chair reported on East Lothian Council's budget proposals for 2020/21 which were to be considered at a meeting of full Council on 3rd March. She outlined some of the key issues around the social care budget and the likely impact for the Health & Social Care Partnership.

She also reported on a recent meeting of the Strategic Planning Group which had included papers on carers' funding, presented by David Binnie, and primary care presented by Dr Jon Turvill.

Councillor Shamin Akhtar thanked the Chair for her update and suggested it might be helpful for IJB members to see any additional briefing material that might be available to help them understand the implications of Council budget decisions.

The Chair agreed that further information would be useful when the IJB came to determining whether the budget offers from their partners were 'fair and adequate'.

Claire Flanagan acknowledged that Health Boards were facing similar challenges to those of local authorities. She added that NHS Lothian was currently sitting below its fair share of the NRAC formula which meant that it was likely to get additional funding from the Scottish Government to give it parity with other health boards.

Peter Murray also reported on meetings and development sessions he had recently attended which had included very useful discussions on subjects including dental and pharmacy services and the expansion of GP services. He drew members' attention to a paper on performance and accountability issued by CoSLA's Health & Social Care Board and he emphasised the need to ensure that the IJB's focus was aligned with that of CoSLA and the Ministerial Steering Group.

Mr Murray also highlighted the IJB Chairs and Vice Chairs' event taking place on 24th April where the theme would be 'Are IJBs using their authority effectively?' and presentations would be given by health boards and CoSLA.

5. NHS Lothian Annual Operational Plan/ System Transformation Plan

The Chief Officer had submitted a report informing the IJB of work underway by NHS Lothian to produce a two year Annual Operational Plan (AOP) as part of the System Transformation Plan (STP); which are documents required by the Scottish Government as part of the governance of the Health Board.

Mr Currie presented the report outlining the background to the current draft AOP and drawing members' attention to some of the actions contained within it which would contribute to the delivery of the priorities within the NHS Strategic Plan.

Mr Currie and Ms MacDonald responded to questions from members regarding public engagement and consultation, the need for integrated impact assessments and how to put in place effective monitoring arrangements particularly for hosted services.

Mr Murray welcomed the AOP which he noted had taken almost two years to develop. He said he had been lobbying for IJBs to have a greater impact and he was pleased to see that this was now happening.

Decision

The IJB agreed to:

- i. note that colleagues in the Strategic Planning Department of NHS Lothian are leading the preparation of the Annual Operational Plan/ System Transformation Plan, working to guidance from Scottish Government on the plan's structure and content. The AOP/STP is still in development with a final draft scheduled for consideration by NHS Lothian's Strategic Planning Committee in mid-March and final sign off by Lothian NHS Board on the 8th April.
- ii. note that the plan includes a section describing in summary the strategic priorities of the Lothian IJBs. The Strategic Planning Leads of the HSCPs contributed these sections and are supporting the preparation of the AOP/STP.
- iii. consider the final version of the AOP/STP at the IJB meeting on 26th March, with a view to supporting the commitments within.

6. INTEGRATION SCHEME REVIEW

The Chief Officer had submitted a report informing the IJB of the statutory requirement for East Lothian Council and Lothian Health Board to carry out a full review of the Integration Scheme for the East Lothian Integration Joint Board.

Mr Currie presented the report outlining the background to the Integration Scheme and the legal requirement to review it within 5 years of its approval by Scottish Ministers. He reminded members that the Scheme had been reviewed in 2019 to take account of the introduction of the Carers Act. Initially it had been thought that this review would 're-set the clock' on the 5 year review process but the Scottish Government had since advised that the IJB was still required to carry out a statutory review by June 2020. Mr Currie then summarised the process for this review, as set out in the report.

Ms MacDonald added that there were some services which the Health & Social Care Partnership managed for NHS Lothian and East Lothian Council but which were not delegated to the IJB. She indicated that there were unlikely to be fundamental changes to the Scheme which related to the IJB or which involved primary care services but that more detailed discussions would be required on areas such as mental health.

Judith Tait drew members' attention to the text of paragraph 3.2 in the report and indicated that the wording of the first sentence was incorrect. It should refer to 'community justice' rather than 'criminal justice' and make clear that this was always a delegated function of the IJB.

Mr Murray said it was important that members understood the review process and impact of any potential changes to the Scheme. He suggested that a development session would be helpful.

Ms Ireland supported his suggestion and adding that as well as the opportunity to discuss more complex issues it would allow the IJB to consider whether it wanted to make more radical changes to its Scheme.

The Chair suggested that a background paper would help to focus the discussion and Ms McDonald agreed to draft a report for circulation to members along with a proposed timeline, as the review was due to be concluded by the end of June 2020.

Mr Murray said that this would be a useful way forward with the key issue being the practical impact on the people of East Lothian and how the IJB could clearly state its intent in the timeframe available.

Decision

The IJB agreed:

- 2.1 to note the statutory requirement of the Public Bodies (Joint Working) (Scotland) Act 2014 to fully review the Integration Joint Board Integration Scheme every five years;
- 2.2 to note that although Scottish Government advice was that the introduction of Carers Legislation, which required a revision to the East Lothian IJB's Integration Scheme in 2019, would 'reset' the timeframe for a comprehensive review to 2024, this is no longer the case;
- 2.3 to note that, as a result of the removal of the 'reset' date, the East Lothian Integration Scheme needs to be fully reviewed at the 5th anniversary of the original scheme's approval, requiring this to be completed by 27th June 2020;
- 2.4 to note that the Strategic Planning Group supported this proposal at its meeting on 19th February 2020; and
- 2.5 the indicative review process.

7. FINANCIAL POSITION FOR 2019/20, QUARTER THREE FINANCIAL REVIEWS AND FINANCIAL OUTLOOK FOR 2020/21

The Chief Finance Officer had submitted a report informing the IJB of quarter three financial reviews carried out by both its partners. East Lothian Council presented their review at the Council meeting on 25th February and NHS Lothian reported their review to their Finance and Resources Committee on 22nd January.

The financial reviews were used to provide forecast outturn positions. The quarter three forecasts projected that the 'health' arm of the IJB will be underspent and the 'social care' arm of the IJB will be overspent.

Ms Flanagan presented the report highlighting the key points of the Q3 financial reviews and advising members of the resulting forecast underspend of £444,000. However, she remained members that significant financial pressures remained and continued volatility in budgets such as prescribing meant that this position could change before the end of the financial year.

She also updated members on the budget planning for 2020/21, advising that as a result of delays with the setting of UK and Scottish Government budgets and local authority budgets, no indicative offers had been received to date. She outlined some

additional funding which had recently been announced and would be focused on particular costs and services. She confirmed that discussions were ongoing with both partners and that budget offers were expected to come forward in the next few weeks.

The Chair noted that the situation was fluid but that the IJB's baseline position was that the offers must amount to the previous year's budget plus some additional monies. However she acknowledged that in practice this may be difficult to achieve. She also asked Ms Flanagan if East Lothian's share of the additional national funding would be sufficient to cover all of the expected costs.

Ms Flanagan said she had asked colleagues in East Lothian Council to make projections for the next 3 years but her initial impression was that the money would not be sufficient to cover even the carer costs.

Mr Murray commended Ms Flanagan and Ms MacDonald for their work and for the news that the IJB was likely to end the current financial year underspent. He added that the Cabinet Secretary had recently acknowledged that not all IJB s had been able to achieve a positive financial position at year end.

The Chair echoed his comments saying that it reflected well on the whole team and that integration was now making a real difference to people living in East Lothian. She accepted that some may question why the IJB maintained a reserve when there was an increasing demographic in the county but she believed that it was the responsible thing to do.

Decision

The IJB agreed to:

- i. note the current financial position;
- ii. note the quarter three financial reviews of 2019/20; and
- iii. note the financial forecast for 2020/21.

8. UPDATE ON IJB RESERVES POSITION

The Chief Finance Officer had submitted a report providing an update to the IJB on reserves held and a reminder of the Reserves Policy. It also sought support from the IJB to reinvest delegated funding recently disaggregated from a Medicine of the Elderly ward closure on the Western General Hospital site into local services to support unscheduled care.

Ms Flanagan presented the report outlining some of the key points including the overall reserves position, the use of earmarked reserves within 2019/20 and details of how additional funds received in-year would be used to support operational budgets within the Health & Social Care Partnership. She also confirmed that some of the IJB's reserves remained with the Scottish Government and would be available for draw down in future years.

Ms Flanagan responded to questions from members clarifying the reasons for the use of certain reserves during the financial year.

Ms MacDonald highlighted the fact that, for the first time, money had moved from set aside to community services.

The Chair, Mr Murray and Dr Donald all welcomed this news as indicative of a positive direction of travel for the IJB.

In response to further questions, Ms MacDonald advised that a report would be provided on how this and other money was being spent and that the money moved from set aside would be used to enhance services already identified within the Strategic Plan and approved by the IJB.

Decision

The IJB agreed to:

- i. note the contents of the report; and
- ii. approve the release of East Lothian's share of the NHS Lothian Ward 71 budget; to be reinvested locally supporting unscheduled care.

Sederunt: Councillor O'Donnell left the meeting and Mr Murray chaired the remainder of the session.

9. IJB AND AUDIT & RISK COMMITTEE MEETING DATES 2020/21

The Chief Officer had submitted a report setting the dates of IJB business meetings and development sessions and meeting dates for the Audit & Risk Committee during 2020/21.

The Clerk drew members' attention to the options for the IJB meeting date in December 2020, as outlined in Appendix 1. The members indicated a preference for Thursday 10th December and all other dates were accepted without amendment.

Decision

The IJB agreed:

- i. the dates for IJB business meetings during session 2020/21;
- ii. the dates of IJB development sessions during session 2020/21; and
- iii. the dates for the Audit & Risk Committee meetings during session 202/21.

10. ISSUES OF RELEVANCE TO THE IJB (FOR NOTING)

a. HOSPITAL DELAYED DISCHARGES

The Chief Officer had submitted a report updating the IJB on performance for delayed discharges in East Lothian and seeking agreement to further actions to maintain progress.

Ms MacDonald presented the report explaining what was meant by a delayed discharges and how the census was taken; confirming that the IJB's Direction 11c – to reduce the number of Occupied Bed Days (OBDs) for East Lothian residents by 10% - had been achieved; and highlighting that the monthly delayed discharge figures had remained consistently low for the last 12 months. She outlined some of the factors that had contributed to the improvement in the figures and the continuing challenges facing East Lothian in keeping both OBDs and delayed discharges to a minimum.

Iain Gorman advised that, while not officially published, East Lothian had the lowest rate of delayed discharges in the county and the lowest rate of hospital attendances. He added that work was ongoing to review the factors affecting performance with a view to demonstrating clear cause and effect.

The members welcomed the progress and sustained performance on both OBDs and delayed discharges and acknowledging the work of staff across the relevant services.

Paul White said that this news highlighted the benefits of joined up working and that the achievements should be celebrated.

Dr Donald said it was important to understand why this work had been so successful and what East Lothian was doing differently to achieve these results.

Richard Fairclough said if they were able to improve access to services the people would get the care they needed from the appropriate person at the appropriate time. He added that, as a GP, he could see that areas such as home visits were improving and that visiting frail and elderly patients at an earlier stage could reduce or prevent admissions and keep them in their own homes for longer.

Mr Murray said it would be useful to get some emerging evidence to show why these initiatives were successful.

Mr Gorman said that they were trying to get to the stage of demonstrating cause and effect and that they hoped to be in a position to publish this information in the near future.

Decision

The IJB agreed to:

- i. note the improving trend on performance and recent actions; and
- ii. discuss the issues involved in performance on hospital delayed discharge.

b. CLINICAL AND CARE GOVERNANCE

Ms MacDonald advised that a review of the clinical and care governance structures was ongoing and the results would be brought to the IJB in due course.

Ms Ireland said she felt that there was an element of duplication in the work of the NHS Lothian Clinical and Care Governance Committee and the IJB's own Committee.

Alex Joyce echoed this remark.

Ms MacDonald pointed out that practitioners who were involved in the local Committee recognised the benefits of presenting cases, reviewing issues and identifying learning from across services. She felt that without this opportunity staff would not get the full benefits from collaborative working.

Ms Ireland agreed that they would not want to lose the local Committee but she questioned the relevance of the work at Health Board level.

Dr Donald said that as a member of the NHS Lothian Committee she recognised the need to seek assurance that there were appropriate governance structures in place.

She hoped that once established there would be greater confidence in these structures and less need for reassurance.

12. MINUTES OF OTHER GROUPS OF RELEVANCE TO THE IJB (FOR NOTING)

The minutes of the Audit & Risk Committee meeting on 10 September 2019 were presented for noting.

Decision

The IJB agreed to note the minutes of the Audit & Risk Committee.

The Chair asked members to note the following additional items:

Ms MacDonald advised that confirmation had been received from the Cabinet Secretary that the brief regarding the extension to the boundary for Blindwells was correct.

Ms McNeill raised two issues: the cancellation of budgets for health and wellbeing work undertaken by local Area Partnerships; and the delay in community engagement meetings regarding the ongoing reprovision project.

Councillor Akhtar reiterated her earlier point about the importance of IJB members understanding the serious position faced by local authorities regarding budgets for 2020/21.

Mr Murray suggested that Ms McNeill discuss the Area Partnership budgets with the Chair but that she send the information to him in the meantime.

Ms MacDonald advised that there had been a meeting with community groups in January to discuss the reprovision project and they had been advised that there would be delays. She confirmed that the project manager would be in touch with community groups very shortly.

Signed

Councillor Fiona O'Donnell
Chair of the East Lothian Integration Joint Board