



**MINUTES OF THE MEETING OF THE
EAST LOTHIAN INTEGRATION JOINT BOARD**

**THURSDAY 22 MAY 2025
VIA DIGITAL MEETINGS SYSTEM**

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Voting Members Present:

Councillor S Akhtar
Mr J Blazeby
Mr A Cogan (Chair)
Councillor J Findlay
Ms E Gordon
Councillor L Jardine
Prof A Khan (*substitute)
Councillor C McFarlane

Non-voting Members Present:

Mr D Bradley	Ms L Byrne
Ms S Gossner	Mr D Hood
Dr K Kasengele	Mr L Kerr
Dr C Mackintosh	Mr M Porteous

Officers Present from NHS Lothian/East Lothian Council:

Ms L Berry	Ms N Donald
Ms C Johnston	Ms L Kerr
Ms G Neil	Mr J Megaw
Ms R Miller	Mr N Munro
Mr G Whitehead	

Clerk:

Ms F Currie

Apologies:

Dr P Cantley*
Mr D Binnie
Ms M McNeill
Ms F Wilson

Declarations of Interest:

None

The Chair welcomed everyone to the meeting. He advised that the meeting was being recorded and would be made available as a webcast in order to allow the public access to the democratic process in East Lothian. East Lothian Council and NHS Lothian were the data controllers under the Data Protection Act 2018. Data collected as part of the recording would be retained in accordance with the Council and Health Board's policies on record retention.

The IJB agreed to consider Item 11 in private session as it contained exempt information by virtue of Paragraph 5.9.1 of its Standing Orders (the Integration Joint Board is still in the process of developing proposals or its position on certain matters and needs time for private deliberation).

1. MINUTES OF THE EAST LOTHIAN IJB MEETING ON 20 MARCH 2025 (FOR APPROVAL)

The minutes of the IJB meeting on 20 March were approved.

2. MATTERS ARISING FROM THE MINUTES OF 20 MARCH AND ROLLING ACTIONS LOG

The following matters arising from the minutes on 20 March were discussed:

Item 4 (page 3) – Councillor Akhtar asked if the issue of improving engagement levels, raised by Maureen Allan, could be added to the Action Log to be passed to the Strategic Planning Group (SPG) for action. Laura Kerr advised that work on this was already being taken forward by the SPG and did not need to be added to the Action Log. The Chair said he was satisfied with that response.

Review of Actions Log:

The Chair noted that the Action Log had been introduced following a request from Jonathan Blazeby and asked if he had any comments. Mr Blazeby said he was content with the format of the Log.

Members reviewed each of the actions within the Log and agreed that actions 1, 2, 4, 5 and 6 had been completed and could be removed from the Log. They agreed that the 'owner' for action 3 should be Neil Munro and that the action should be completed during session 2025/26.

The members also noted that any actions from today's meeting would be added to the Log, with an updated version being presented to the next meeting.

3. CHAIR'S REPORT

The Chair reported on his attendance at the IJB Chairs/Vice Chair's network meeting, and at a recent workshop on health and social care reforms. He outlined the three key outputs from the ongoing programme of work and said he would circulate to members a link to the health and social care recovery plan. He suggested that it may be worth reviewing the document from this work at a future meeting or development session.

Councillor Akhtar agreed with this proposal and also suggested that the recent letter from the Cabinet Secretary should be circulated to members.

Following a request from Councillor Jardine, the Chair agreed to consider providing a written Chair's report for future meetings.

He also drew attention to the National Care Service interim board noting that while no chair had yet been appointed there was an IJB representation within the membership.

4. REAPPOINTMENT OF IJB VOTING MEMBER

A report was submitted by the Chief Officer informing the Integration Joint Board (IJB) of the reappointment of a voting member representing NHS Lothian.

David Hood presented the report highlighting the salient points.

There were no questions or comments from members.

Decision

The IJB agreed to note the reappointment of Elizabeth Gordon as a voting member of the IJB for the maximum term of office.

5. REPORTING PROCESS: LOTHIAN STRATEGIC DEVELOPMENT FRAMEWORK (LSDF) & NHS LOTHIAN ANNUAL DELIVERY PLAN

A report was submitted by the Chief Officer seeking IJB approval with regards to a proposed approach whereby the East Lothian Integration Joint Board (IJB) and Strategic Planning Group (SPG) would be regularly updated on: progress within the Lothian Strategic Development Framework (LSDF) pillars pertaining to delegated functions, and; the annual compilation and submission of the NHS Lothian Annual Delivery Plan (ADP).

Rebecca Miller provided a detailed summary of her report outlining the proposed approach for regular updates on the LSDF and the NHS Lothian ADP. She advised that at a recent meeting of the SPG there had been discussion on maintaining the focus on shifting the balance of care and on the value of public engagement.

Ms Miller replied to questions from members. She outlined the links with the children's partnership board and with staff in the Council's children's services, however, she said that further consideration would have to be given to the role of the IJB as this was not a delegated function. She explained the term "implementation books" and their role in considering performance, progress and future direction. She was confident that the proposed approach would pick up issues and encourage appropriate scrutiny, with reporting to all four Lothian IJBs.

Decision

The IJB approved the proposed approach outlined in the body of the report and as discussed and agreed at the May meeting of East Lothian SPG.

6. INTEGRATED MODEL OF DAY CENTRE AND DEMENTIA MEETING CENTRE IN MUSSELBURGH

A report was submitted by the Chief Officer updating the IJB on the proposal to develop an integrated model of the existing Dementia Meeting Centre and a new Older People's Day Centre, agreed by SPG in May 2025.

Christine Johnston presented the report outlining the background to the review and development of the integrated model. She advised that this involved a co-production approach with full engagement and transparency and would help to address the high level of unmet need in Musselburgh for those with complex needs. One of the main barriers to implementation was the lack of designated premises and conversations were ongoing with a number of partners. The expectation was that services would transition to the new model from April 2026, with a move to a specialised space the following year. Funding had previously been approved and a financially sustainable service must be delivered.

Ms Johnston replied to questions from members. She confirmed that the timescales could be brought forward if suitable accommodation was identified earlier but time was required for the necessary Care Inspectorate visit and other approvals. She said that feedback from existing services had highlighted the need for a centre regulated to provide care for those who progress from mild to moderate illness and key partners were engaged and signed up to the process.

Mike Porteous confirmed that there was funding available within the 2025/26 budget for this project. Ms Johnston pointed out that the funding model had been benchmarked on existing day centres. She said that one element of their success was that many were run by small charities and volunteers with the support of local communities.

Councillor Jardine welcomed the report and the well thought out format of the information provided. She was mindful of the longer-term sustainability of this project and ensuring that all of the necessary requirements were in place.

Councillor Akhtar said that the Integrated Impact Assessment demonstrated the clear rationale for the project and its long-term financial sustainability as part of work on early intervention and prevention.

Mr Blazeby commented that if the IJB believed this was the right approach then the project should be prioritised and the timeframe for delivery brought forward, if at all possible.

The Chair was confident that colleagues would do all they could to implement this approach as quickly as possible and he thanked them for the quality of the report.

Decision

The IJB agreed to:

- i. Note the findings in the SBAR which was considered at Strategic Planning Group
- ii. Agree the implementation of an integrated model of Dementia Meeting Centre and Day Centre.
- iii. Acknowledge the challenging financial environment facing the IJB and the need to ensure all developments deliver financially sustainable services.

7. IJB FINANCE REPORT

A report was submitted by the Chief Finance Officer updating members on the final 2024/25 financial position for the IJB and presenting the Final NHS Lothian 2025/26 funding offer for consideration.

Mike Porteous provided a detailed summary of his report highlighting some of the key messages. He outlined the 2024/25 year-end position, the subsequent actions to address the overspend, including the use of reserves, and that both partners had agreed to provide additional funding to allow the IJB to achieve a break-even position. On efficiencies, he confirmed that there would be a review of all schemes that had not delivered in 2024/25 and, if they were still viable, they would be implemented in 2025/26. He drew members attention to the final funding offer from NHS Lothian for 2025/26 which had been received following agreement of their financial plan. The funding was in line with Scottish Government guidance, and he recommended that members accept the offer. Finally, he reported that there were already emerging pressures in this financial year which would require additional in-year efficiencies and would impact on the IJB's longer-term financial plan.

Mr Porteous responded to questions from members. He advised that additional monies for community services may come from Scottish Government later in the year and the IJB would receive its share. He advised that as the IJB had reported an overspend on its health budget it could not claim back the reserves given to NHS Lothian in 2024/25. He emphasised that the case for claiming back reserves could only be made if the IJB had recorded an underspend in the health budget at the year end. This had not occurred, and the director of NHS Lothian had confirmed that there were no funds to be returned to the IJB.

The Chair suggested that further discussion on this matter could take place following the meeting.

Mr Porteous explained the rationale for agreeing a balanced budget, and how the funding offers from the partners, collaborative working on efficiency savings and the expectation of additional funds from the Scottish Government all contributed to delivering this position. He acknowledged that there would be a significant risk without the additional allocations from government, but he argued that the IJB had a right to expect these as they were recurring allocations. He confirmed that the IJB was expected to deliver a break-even position for 2025/26 based on the elements he had outlined.

Mr Blazeby expressed some concerns about this budgeting approach, but he accepted the assurances provided by Mr Porteous.

The Chair commented that this was, in some ways, a distraction from considering how to make the required transformational change and it was important for the IJB to focus this work, rather than the vagaries of government, health board and local authority funding.

David Hood said that he had confidence in the budgets that had been set and in the figures.

Decision

The IJB agreed to:

- i. Note the final financial position for 2024/25 and the additional funding confirmed by partner bodies to enable the IJB to deliver a break-even position.
- ii. Note the final delivery of efficiencies reported.
- iii. Note the final Reserves position reported.
- iv. Accept the final funding offer for 2025/26 from NHS Lothian.

8. EAST Lothian IJB Equalities Outcomes 2025-2029 and East Lothian IJB Equalities Mainstreaming Report 2023/2025

A report was submitted by the Chief Officer seeking approval from the IJB to finalise the East Lothian IJB Equality Outcomes 2025-2029 and the Equality Mainstreaming Report 2023-2025.

Kate Thornback highlighted the key messages from her report reminding members that the 2025-2029 outcomes were part of the IJB's equalities duties. And that the consultation and engagement process would also support the delivery of strategic objectives.

Ms Thornback responded to questions from members. She provided more detail on the development of the consultation and engagement model to include more lived experience and opinions from a wider base. She explained that the anti-racism outcome reflected the work ongoing in health partnerships and the increase in diversity within the county and what this would mean for delivery of services. Officers were working with NHS Lothian and peers across Scotland to identify and apply good practice. Training would be one part of the action plan and work was still ongoing to consider how best to track and measure progress.

Councillor Jardine welcomed the report and commented that given recent political and social trends the anti-racism outcome may prove to be an important way of tackling this issue.

Replying to further questions, Ms Thornback said that building an inclusive staff culture was a matter for partners organisations rather than the IJB itself. East Lothian Council and NHS Lothian were working on different timelines for producing outcomes and it was likely to be several more months before there was any clarity on future alignment. She confirmed that the plan would be co-designed with the community with particular efforts to target those groups that don't usually engage and to strengthen community links.

Ms Thornback outlined some of the planned work on developing indicators and improving performance around health inequalities, and how to quantify progress by commissioned services and others.

Ms Johnston added that commissioning was now related directly to outcomes and there quite a lot of detailed data available on the difference services were making in this area.

Mr Blazeby commented that all of this work must be measurable, and data driven but it was important not to over politicise when presenting data in this area. He commended the development session for members which took place in April.

The Chair thanked everyone for their contributions, for the report and for the development session which had added to members' understanding.

Decision

The IJB agreed to:

- i. Read the final draft of the Equality Outcomes 2025-2029 and:
 - Consider the suitability of the outcomes.
 - Approve the outcomes.

- ii. Read the Equality Mainstreaming Report 2023-2025 and:
 - Consider the content.
 - Approve the report.

9. STRATEGIC WORKFORCE PLAN 2025-2028

A report was submitted by the Chief Officer presenting the ELHSCP Strategic Workforce Plan 2025-28 to the Integration Joint Board.

Nikki Donald presented the report noting that the Scottish Government had not yet asked for the new plan as they were aware that the health and social care sector remained under significant pressure. However, as the previous plan expired in April, this new plan had been prepared in anticipation of the request from government. She confirmed that the majority of plan would be delivered within budget, however, the establishment of a SVQ centre would require additional, one-off funding of £50,000.

Ms Donald and Ms Kerr replied to questions from members. They explained that some care providers do have high levels of overseas staff. While the recently announced visa changes would not affect existing staff, there may be added pressure in future, and this was something that would be monitored and may be brought back to the IJB as an area of concern. They confirmed that the workforce plan was a live document and would be updated to take account of the new Strategic Plan, as well as being reported to the IJB on an annual basis. The workforce plan took account of both NHS Lothian and East Lothian Council as employing partners while providing underlying principles and supporting a sustainable workforce.

Ms Donald provided more detail on health and wellbeing actions and the development and funding of the SVQ.

Sarah Gossner said that work on staff health and wellbeing had produced an encouraging change in culture across teams.

Ms Thornback responded to a question indicating that non-disclosure of ethnicity was a common problem. There has been some progress as a result of providing more detail on how they would use this information, however, not everyone felt that ethnicity information was relevant to their work.

Ms Donald said that she would like ethnicity information to be made mandatory but that was not within her gift. Addressing a point about staff appraisals, she considered them to be an important tool and was encouraging their use across the workforce. She also outlined some of the work being done with schools, including the development of the SVQ, to encourage young people into a career within the health and social care sector.

The Chair replied to a further question about the impact of future visa changes. He said that his understanding was that the partners' employee base exposure was low but for commissioned services it was high. This issue was causing a lot of concern for staff with existing visas and would need careful monitoring.

Mr Blazeby commended the report and workforce plan. He also suggested that careful thought should be given to how best to deal with gaps in data as this was sensitive topic.

Professor Khan commented that although employers wanted accurate data, such requests were often viewed suspiciously by those within ethnic minorities who wanted to be treated the same as everyone else. It was a common problem and needed to be dealt with sensitively. He added that appraisals could be viewed with suspicion too and the

subject should be managed carefully. He agreed that careers in the health and social care sector needed to be promoted with the pay and conditions they deserved. The sector could not continue to rely on overseas staff.

Decision

The IJB agreed to:

- i. Note the Workforce Plan 2025-2028 and its contents.
- ii. Approve Workforce Plan for 2025-2028.

10. APPROVED MINUTES OR UPDATES FROM OTHER COMMITTEES OR GROUPS OF RELEVANT TO THE IJB (FOR NOTING)

a. Minutes of the Audit & Risk Committee meetings on 24 September and 3 December 2024

Councillor Jardine, as Chair of the Committee, provided a summary of the work undertaken since September 2024.

b. Update on the Clinical and Care Governance Committee

Ms Gossner provided an update on the work of the Committee. She reported that the review of governance processes, structure and documentation was ongoing. The Committee's annual report would be presented to the NHS Lothian Board in September, and a summary report could be presented to the IJB thereafter.

The Chair welcomed the update and the presentation of an appropriate report to the IJB to give assurance to members on these matters. He agreed to discuss with officers the form this should take.

SUMMARY OF PROCEEDINGS – EXEMPT INFORMATION

The Integration Joint Board unanimously agreed to exclude the public from the following business containing exempt information by virtue of Paragraph 5.9.1 of its Standing Orders (the Integration Joint Board is still in the process of developing proposals or its position on certain matters, and needs time for private deliberation).

Approved Minutes of the Strategic Planning Group meeting on 27 February 2025 (for noting)

The IJB considered the approved minutes of the Strategic Planning Group meeting on 27 February 2025 and agreed to note their contents.

EAST LOTHIAN INTEGRATION JOINT BOARD - ROLLING ACTIONS LOG

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Meeting Date: 26 June 2025

No.	Agenda Item	Meeting Date	Action	Action Owner	Expected Completion Date	Comments
1	3	20/03/2025	To consider arranging a development session on the work of VCEL and Enjoyleisure	Neil Munro	Session 2025/26	
2	3	22/05/25	Development session to discuss the SG's health and social care recovery programme work	Chair/Fiona Wilson/Neil Munro	None stated	
3	3	22/05/25	Chair to consider provided a written report at future meetings	Andrew Cogan	26 June 2025	AC confirmed will continue with verbal updates
4	10b	22/05/25	Summary of the Clinical & Care Governance Committee annual report to be presented to the IJB	Sarah Gossner	Following presentation to NHSL board in Sept 2025	

REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: Change to the Voting Membership of the IJB and the Audit & Risk Committee

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1 PURPOSE

- 1.1 To inform the Integration Joint Board (IJB) of a change to its voting membership; and to seek nominations and IJB approval for a change to the membership of the Audit & Risk Committee, and appointment of a new Chair for the Committee.

2 RECOMMENDATIONS

- 2.1 The IJB is asked to:
- (i) note the appointment of Councillor Liz Allan as a voting member of the IJB, replacing Councillor Lyn Jardine.
 - (ii) to seek nominations, and IJB approval, for an East Lothian Council voting member on the Audit & Risk Committee, to replace Councillor Jardine; and
 - (iii) to seek nominations and IJB approval for the appointment of a new Chair of the Audit & Risk Committee.

3 BACKGROUND

- 3.1 At its meeting on 24 June 2026, East Lothian Council will consider a proposal to appoint Councillor Allan as a voting member of the IJB, replacing Councillor Jardine. It is anticipated that the Council will agree to this appointment, and that Councillor Allan's term of office will extend to the date of the Local Government elections in May 2027. Both the Council and NHS Lothian may each appoint four voting members, and these appointments don't require the approval of the IJB.
- 3.2 Changes to the membership of the Audit & Risk Committee are a matter for the IJB. In line with Standing Orders, one of the Council's voting members must replace Councillor Jardine, to ensure an equal balance of NHS Lothian and Council voting members on the Committee.

- 3.3 The role of Chair may be filled by any member of the Audit & Risk Committee, either voting or non-voting, as long as that individual is not also the Chair or Depute Chair of the IJB. Nominations for a new Council voting member of the Committee and nominations for the role of Chair will be invited at the meeting.

4 ENGAGEMENT

- 4.1 The appointments in this report have been discussed with the relevant nominating bodies.

5 POLICY IMPLICATIONS

- 5.1 The recommendations in this report implement national legislation and regulations on the establishment of IJBs.

6 INTEGRATED IMPACT ASSESSMENT

- 6.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

7 DIRECTIONS

- 7.1 The subject of this report does not affect the IJB's current Directions or require an additional Direction to be put in place.

8 RESOURCE IMPLICATIONS

- 8.1 Financial – None.
8.2 Personnel – None.
8.3 Other – None.

9 BACKGROUND PAPERS

- 9.1 The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 (SSI 2014 No.285).
9.2 The Scheme of Integration of the IJB.

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DATE	12 June 2025



REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: Review of the East Lothian IJB Strategic Plan

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1 PURPOSE

- 1.1 To provide the Integration Joint Board (IJB) with an update on progress in relation to the review of the East Lothian IJB Strategic Plan.
- 1.2 To present proposed draft strategic objectives and delivery priorities to the IJB for consideration prior to commencement of the next stages of development.

2 RECOMMENDATIONS

The IJB is asked to:

- 2.1 Note progress to date and next steps planned in relation to the review of the current IJB Strategic Plan.
- 2.2 Consider the proposed draft strategic objectives and delivery priorities and provide feedback.
- 2.3 Approve the proposed draft strategic objectives and delivery priorities as the basis for wider engagement and for the development of a revised IJB Strategic Plan Consultation Draft.

3 BACKGROUND

- 3.1 Under the Public Bodies (Joint Working) (Scotland) 2014 Act, Integration Joint Boards (IJBs) are required to develop a Strategic Plan setting out arrangements for carrying out the integration functions in their geographic area. Whether developing a new Strategic Plan, or revising an existing Plan, IJBs must include details of how arrangements for carrying out delegated functions reflect the integration delivery principles and contribute to the achievement of the national health and wellbeing outcomes defined by the Scottish Government.

- 3.2 At its February 2025 meeting, the IJB agreed the proposed approach presented in relation to the review of the current IJB Strategic and the development of a revised Strategic Plan.
- 3.3 In the intervening months, a range of engagement activities have taken place to inform the development of an initial set of high-level strategic objectives and delivery priorities for inclusion in the revised Strategic Plan. It should be noted that these are in initial draft form, and will continue to evolve as further engagement takes place
- 3.4 Details of proposed draft strategic objectives and the rationale behind each of these are contained at Appendix 1, in summary these are:

Strategic Objective 1 – Transformation and Change

We will transform, or significantly change, how services are planned and delivered to ensure that population needs can be met as effectively as possible within the resources available.

Strategic Objective 2 – Prevention, Early Intervention, and Self-Management

We will continue to invest in services and activities that focus on prevention and intervention and that support people to look after their own health and wellbeing.

Strategic Objective 3 – Reducing Health Inequalities

We will prioritise the delivery of services to improve health and social care outcomes for those most disadvantaged in our communities and will work with partners to address the factors that contribute to health inequalities.

A number of draft strategic delivery priorities are outlined in relation to each of these strategic objectives and are also included in Appendix 1.

- 3.5 Feedback from the initial engagement stage suggested that the IJB's Strategic Plan should focus on a smaller number of strategic objectives, prioritising the activity needed to ensure the sustainability of key services given the increasingly challenging context. This is reflected in the proposed reduction in the number of objectives from seven to three.
- 3.6 Subject to IJB feedback and approval, it is proposed that these draft strategic objectives and delivery priorities form the basis of the next stage of public engagement working towards development of a full Consultation Draft by the end of August. A number of supporting materials are being developed for the next stage of engagement, with an emphasis on ensuring that these are accessible to a broad audience.
- 3.7 The East Lothian Joint Strategic Needs Assessment (JSNA) is near completion and will be finalised in the coming weeks. The JSNA has already proved to be a valuable data resource for the development of the draft strategic objectives and priorities and will continue to inform this

work. Once finalised, the JSNA will be available online and as part of the engagement materials.

3.8 Details of the next steps in the review are contained at Appendix 2. These include:

- Public engagement over the summer period (July – August);
- Presentation of a 'Consultation Draft' of the revised Strategic Plan to the SPG for approval (4th September);
- Formal engagement on the Consultation Draft in line with statutory guidance (September – October);
- Presentation of a final draft of the revised IJB Strategic Plan to the IJB for approval (18th December).

4 ENGAGEMENT

4.1 Details of consultation and engagement planned in relation to the development of the Strategic Plan are outlined in the 'East Lothian IJB Strategic Plan Development – Consultation & Engagement Plan'.

5 POLICY IMPLICATIONS

5.1 The report relates to the planned approach to revise the current East Lothian IJB Strategic Plan, with a view to developing a revised Strategic Plan to cover the period 2025-2030.

6 INTEGRATED IMPACT ASSESSMENT

6.1 An Integrated Impact Assessment (IIA) will be carried out in the autumn once an advanced draft of the Strategic Plan has been developed, prior to it being submitted to the IJB in December 2025. Individual IIAs will continue to be carried out in relation to any planned service developments of other activity in aimed at delivering the strategic priorities identified in the final IJB Strategic Plan.

7 DIRECTIONS

7.1 East Lothian IJB directions will be reviewed and updated as necessary once the East Lothian IJB Strategic Plan for 2026-2030 has been agreed.

8 RESOURCE IMPLICATIONS

8.1 Financial – The IJB current and projected financial position will be a key consideration in identifying the strategic priorities defined in its revised Strategic Plan.

- 8.2 Personnel – Current and anticipated workforce challenges will be considered throughout the review, and the Strategic Plan will link to the Workforce Plan (currently under development).
- 8.3 Other – None.

9 BACKGROUND PAPERS

- 9.1 [East Lothian IJB Strategic Plan 2022-25.](#)
- 9.2 [Health and Social Care – Strategic Plans: Statutory Guidance](#)

AUTHOR'S NAME	Claire Goodwin
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DATE	19/06/25

Review of East Lothian IJB Strategic Plan

DRAFT Strategic Objectives & Strategic Delivery Priorities (June 2025)

Strategic Objective 1 – Transformation and Change

We will transform, or significantly change, how services are planned and delivered to ensure that population needs can be met as effectively as possible within the resources available.

East Lothian's population has grown significantly in recent years and continued growth is projected. Overall, it is estimated that the population will have increased by around 15% from 2018 to 2043¹. The largest growth will be seen in the older population, with a projected 41% increase in the over 65 age group and a 93% increase in over 75s.

The growing older population is significant in terms of the number of people likely to require higher levels of health and social care service provision- 75% of people receiving social care support in Scotland are 65+ and people over 75 are twice as likely to access outpatient or inpatient hospital care than those in mid-20s.

Across Scotland, IJBs have continued to face increasing pressure on budgets, having to achieve savings year on year to deliver balanced budgets. Inflationary pressures; pay settlements; and the rising cost of treatments and prescriptions have added to this challenge. To date, budget gaps have largely been bridged by non-recurring savings; leaving vacancies unfilled; and making use of reserves – none of which provide a sustainable solution for the longer term.

East Lothian IJB has already carried out a range of efficiency measures and made a number of difficult decisions regarding service provision. It is anticipated that budget pressures will continue over the lifetime of the Strategic Plan and further significant savings will be required.

This combination of demographic change; growing service demand; and continued budgetary pressures presents a considerable challenge. The IJB, through its strategic planning and commissioning approach, needs to ensure that the best use is made of the resources available so that key services can be delivered at the level required to keep people safe and to protect the most vulnerable members of our communities.

There is a recognition that significant changes are needed in relation to how we plan and deliver health and social care services in East Lothian, and that, in some cases, transformational approaches to change will be necessary. The level of change needed will require further difficult decisions to be made and a shift in culture and public expectations. Changes will potentially be unpalatable, and this adds to the challenge.

¹ Based on 2018-based population estimates (NRS, 2020) - more detailed information on population growth is available in the East Lothian Joint Strategic Needs Assessment.

Engagement with communities and other stakeholders will be important as new approaches are developed, as will assessing the impact of any changes, and in particular, the impact on people with protected characteristics and on those more vulnerable as a result of social, economic, or other life circumstances.

The IJB's Five-Year Financial Plan will continue to be reviewed to ensure that it aligns with the strategic objectives and delivery priorities identified in the Strategic Plan. Consideration of budget positions will be a key part of producing the Annual Delivery Plan (the Annual Delivery Plan sets out how the IJB's strategic objectives will be delivered in each year of the Strategic Plan).

Strategic Delivery Priorities (Transformation and Change)

We will prioritise the delivery activities outlined below to help us achieve this Strategic Objective. Further details of how they will be delivered, including timescales and targets, will be included in Annual Delivery Plans developed for each year of the Strategic Plan. In addition, there are a number of strategies / programmes in place, or under development, that will provide direction (these are highlighted in bold italics below).

1.1 Shifting the balance of care

Shifting the balance of care from hospital to community settings has been a key strategic objective for the IJB since its introduction.

Significant progress has been made in developing 'Intermediate Care Services' that provide support to people at home as opposed to hospital inpatient provision. These services deliver better outcomes for individuals; reduce pressure on hospital beds; and make more efficient use of resources. 'Intermediate Care Services' in East Lothian include Care at Home; Hospital to Home; Discharge to Assess; Day Services; Emergency Care Service; and Falls Service, as well as a range of commissioned services delivered by third sector partners.

Activity to support the Lothian wide Unscheduled Care Programme and ongoing development of the 'Home First' model in East Lothian will help further progress the shift in the balance of care from hospital to community. The challenge will be to continue to move service provision in this direction and to ensure that this is reflected in the allocation of budgets.

Specific activity required over the lifetime of the Strategic Plan includes:

- Ongoing participation in the pan Lothian ***Unscheduled Care Performance Improvement Programme***, supporting a whole system approach to reducing pressure on acute services and bed based care.
- Continued development of the East Lothian 'Home First' model approach and the Single Point of Contact.
- Ongoing investment in and development of Intermediate Care Services, including delivery of the recommendations from the Planning for Older People Services programme report.
- Delivery of the priorities identified in the ***Care at Home Strategy*** – to include establishing at Care at Home Strategy Delivery Group, with oversight from the Intermediate and Social Care Programme Board.
- Working with NHS Lothian partners to progress reallocation of resources from acute to community budgets to reflect the shift in service provision (including with regards to the set-aside budget).

1.2 Delivering Outcome Focussed Services

Developing services that are ‘outcome focused’ means that services are planned around individual need and what is important to the person receiving the service. Outcome focussed approaches help to ensure that services are appropriate and proportionate, promoting independence and, where appropriate, reducing reliance on formal services.

This principle already underpins much of HSCP service delivery and commissioning of services, and will continue to underpin service development, including in relation to the transformation agenda.

Revisiting and improving our approach to the implementation of Self Directed Support (SDS)² in East Lothian will be a key area of focus going forward. The overall aim of this work will be to support and enable people to achieve the outcomes that are important to them to lead full and meaningful lives.

Specific activity required over the lifetime of the Strategic Plan includes:

- Ongoing development of strengths / asset-based assessments by Adult Social Work teams.
- Redevelopment of the *East Lothian Self-Directed Support (SDS) Plan* to guide improvement work in relation to the use of SDS in East Lothian. This will be driven by an SDS Delivery Group, with oversight by the Intermediate and Social Care Programme Board.
- Continuing to take an outcome focused approach to health and social care commissioning (as outlined in the *East Lothian HSCP Commissioning Strategy*).

1.3 Working with Third Sector Partners

Third sector organisations in East Lothian have a strong track record of delivering new and innovative service models and are well placed to work with communities to deliver collaborative and coproduction approaches. Development of third sector provision also makes a valuable contribution in terms of promoting community cohesion and resilience, reducing social isolation, and supporting inclusion.

We will continue to work with third sector partners to provide existing services and to explore opportunities for new and innovative approaches to service delivery.

Specific activity required over the lifetime of the Strategic Plan includes:

- Working with the third sector to review existing partnership arrangements, revising these as required to reflect the IJB’s commitment to the sector as a key delivery partner.

² Self-Directed Support (SDS) gives people choice and control over how their social care is planned and delivered. The Social Care SDS (Scotland) Act 2023 defines values and principles in relation to SDS.

- Implementing the *East Lothian HSCP Commissioning Strategy and Market Facilitation Statement*, updating these as required to ensure that they fully reflect the IJB's commitment to the third sector.

1.4 Primary Care Strategy

For the vast majority of people, their main contact with healthcare services will be through primary care, with dentist and GP appointments accounting for the highest proportion of contacts.

In East Lothian, primary care services include those provided by GPs, dentists, opticians, and pharmacy, along with a range of services managed and delivered directly by the HSCP (often described as 'PCIP services').

Given what we know regarding the anticipated increase in demand across all services, future pressure on primary care is clearly an area of concern. Activity is needed to look at current and projected demand to inform the strategic planning and delivery of primary care services that are able to meet future population needs. Supporting General Practice sustainability and resilience must be a key priority within this, alongside the ongoing development of HSCP managed primary care services.

Specific activity required over the lifetime of the Strategic Plan includes:

- Development of a *Primary Care Strategy* covering all primary care services, based on analysis of current and projected demand and identifying key areas for development and investment.
- Establishment of a Delivery Group to deliver the Primary Care Strategy, with oversight from the Primary Care Programme Board.
- Ongoing participation in work to deliver HSCP priorities within the *Pan Lothian Primary Care Programme* as part of the Lothian Strategic Development Framework.

1.5 Community Mental Health Services

Shifting the balance of care from acute to community settings is also a priority in relation to mental health service provision. Operationally, HSCP services continue to deliver activity to prevent unnecessary hospital admission; reduce the length of stay and preventing delayed discharge for patients in mental health inpatient settings. However, ongoing service development and resource allocation will be required to ensure there is sufficient capacity within community mental health services to continue to support this shift, as well as to meet any increase in demand resulting from demographic or other factors.

Specific activity required over the lifetime of the Strategic Plan includes:

- Development of a *Community Mental Health Strategy* to support the planning and delivery of community mental health services to meet current and projected demand and to support the ongoing shift of provision from acute to community settings.
- Ongoing participation in Pan Lothian Improvement Programmes as part of the *Lothian Strategic Development Framework* (including programmes relating to Adult Mental Health Discharge Without Delay; Older People Mental Health Discharge Without Delay; and Redesign of Mental Health Unscheduled Care Improvement Programmes).
- Participation in Lothian Adult Neurodiversity Pathways Group to develop whole system patient pathway discussions.

1.6 Digitally enabled care and support

The use of digital technology offers significant opportunities to enhance and transform how we deliver health and social care in East Lothian. Digital options can help make better use of available resources, as well as supporting self-management and playing a role in prevention and early intervention.

This includes the use of digital technology in people's homes, but also by health and social care services in a range of other settings. Technology can include things like alarms, monitoring devices, and telecare equipment, but also the development of online / digital options for accessing services and online resources providing information and advice.

Digital technology is already used by a number of HSCP services, most notably by the East Lothian Rehabilitation Service (ELRS), including, for example, in relation to the Technology Enabled Care (TEC) Service. We now need to explore and develop opportunities to expand the use of technology across all of our service areas.

Specific activity required over the lifetime of the Strategic Plan includes:

- Development of an *East Lothian HSCP Digital Innovation Strategy* to identify, develop, and deliver opportunities to use digital solutions to support the delivery of health and social care (with oversight by the Digital and Data Programme Board).

1.7 Palliative and end of life care

National projections indicate that the number of people requiring palliative and end of life care will increase significantly as the population ages. We need to ensure that we have services in place to respond to this growth in need, particularly in terms of providing palliative and end of life care and support to people at home or in community settings.

The Planning for Older People's Services (POPS) project's [final report](#) recommended that palliative and end of life care should remain a key strategic priority in the revised IJB Strategic Plan and that a Palliative and End of Life Care Strategy / Delivery Group be formed within the IJB Programme Board structure.

Specific activity required over the lifetime of the Strategic Plan includes:

- Development and delivery of an *East Lothian Palliative and End of Life Care Strategy*, including reflecting the recommendations in the Planning for Older People's Services (POPS) project's [final report](#) . This work will be led by a Delivery Group with oversight by the Intermediate and Social Care Programme Board.

1.8 Working with Lothian Health and Care System Partners

East Lothian IJB, along with the three other Lothian IJBs and NHS Lothian form the Lothian Health and Care System (LHCS). The Lothian Strategic Development Framework (LSDF) sets out LHCS priorities for the next five years up to 2027-28.

Specific activity required over the lifetime of the Strategic Plan includes:

- Continuing to work with Lothian Health and Care System (LHCS) partners through a range of forums to deliver the *Lothian Strategic Development Framework* (LSDF) and other shared priorities.
- Exploring further opportunities for collaborative working with other Lothian IJBs to deliver efficiencies and develop service provision.
- Taking forward discussion with LSDF partners to review current arrangements for set-aside and hosted services (including with regard to budget arrangements) and to look at opportunities for efficiencies and potential budget reconfiguration.

Strategic Objective 2 – Prevention, Early Intervention, and Self-Management

We will continue to invest in services and activities that focus on prevention and early intervention and that support people to look after their own health and wellbeing.

As described above, we know that projected population growth in East Lothian will lead to a continued increase in demand for health and social care services over the lifetime of this Strategic Plan.

Investing in prevention and early intervention will help to mitigate against some of the projected demand on services by improving the overall health and wellbeing of the East Lothian population. Investment will also help to keep people well for longer; maintaining their independence into older age; and reducing or delaying their need for more intensive, and potentially more expensive care and support.

Strategic Delivery Priorities (Prevention, Early Intervention, and Self-Management)

We will prioritise the delivery activities outlined below to help us achieve this Strategic Objective. Further details, including timescales and targets, will be included in Annual Delivery Plans developed for each year of the Strategic Plan. In addition, there are a number of strategies / programmes in place, or under development, that will provide direction (these are highlighted in ***bold italics*** below).

As well as the priorities below, the operational delivery of HSCP services will continue to contribute to achieving this Strategic Objective through existing activities and approaches that focus on prevention, early intervention and self-management.

2.1 Supporting people to stay active and independent

Services delivered by Allied Health Professionals (AHPs)³ are key in supporting people to remain active and independent so they can live independently, in their own home, for as long as possible. In East Lothian, these services are delivered by the East Lothian Rehabilitation Service and include physiotherapy, occupational therapy, falls prevention, telecare, and pain management.

Alongside directly provided services, ELRS staff have developed a range of self-help guides and interactive online tools providing information and advice. ELRS also provides information and advice specifically on the use of consumer technology (Smart TEC) to support independence and keep people safe, and this is an area of potential development as technology continues to develop and improve.

Third sector and community organisations play a key role in delivering services that support people to be active, engaged and independent and to connect with their local community. As noted above, one of the strengths of the sector is organisations' ability to innovate and respond flexibly, as well as to work collaboratively with communities to develop services that reflect what people want and need.

Specific activity required over the lifetime of the Strategic Plan includes:

- Continuing to ensure appropriate levels of investment in ELRS and other HSCP delivered services that support people to remain active and independent.
- Ongoing development of activity to support 'self-management' of issues to enable people to remain active and independent.

³ Allied Health Professionals (AHPs) are a group of clinicians who provide care to people across a range of care pathways and in a variety of settings, including Occupational Therapists and Physiotherapists.

- Further development of opportunities for the use of consumer and other technology to support independence and self-management.
- Commissioning services focused on preventative and early intervention approaches that are outcome / recovery focussed and promote independence, participation and self-management (as laid out in the *East Lothian HSCP Commissioning Strategy*).
- Continued collaboration with third and community sector partners to develop and deliver activities supporting prevention, early intervention, and self-management, including exploring opportunities for innovation and coproduction with communities.

2.2 Ensuring services are accessible

Delivering services that are easy to access is key to ensuring that people engage with services at an early stage and continue to engage and benefit fully from the care and support available. This includes developing services that are as local as possible and that can be accessed directly, and where appropriate, offering alternatives to ‘in-person’ appointments.

Primary care plays an important role in relation to prevention, early intervention and self-management of conditions, so we need to continue to ensure that people are able to access the primary care services they need as quickly and easily- both services delivered by General Practices and those managed and delivered by the HSCP.⁴

We have already made a number of changes to the primary care services delivered directly by the HSCP to make them quicker and easier to access through the development of new delivery models and pathways. We have also improved information on primary care services (including an online directory), helping to guide people to the service best placed to meet their needs.

We know that more people are reporting issues related to mental health and recognise the importance of interventions that provide support as early as possible to help address these issues and to prevent them from becoming more serious or debilitating. The same is true in relation to services that provide early intervention for people experiencing difficulties related to drug and alcohol use.

Specific activity required over the lifetime of the Strategic Plan includes:

- Delivery of priorities within the *Primary Care Strategy* that focus on further improving the accessibility of primary care services.
- Ongoing development of the Mental Health Single Point of Access model to improve access to mental health services ‘at the front door’.
- Continued investment in Mental Health services providing early intervention – including the CWIC Mental Health and Distress Brief Intervention services.

⁴ HSCP managed primary care services include CWIC, CTAC, Vaccinations, and Pharmacotherapy teams.

- Continuing to develop and deliver substance use services that provide quick and easy access to information, advice, and support - including access to treatment where appropriate⁵.

2.3 Managing long-term conditions

The number of the people in East Lothian living with one or more long-term condition⁶ continues to increase. National figures and projections on the proportion of the population living with multiple long-term conditions (MLTCs), also known as multimorbidity, is of particular concern and is considered to be one of the most significant challenges facing health and social care services now and in the future. In general, the prevalence of MLTCs increases as people get older, but also tends to increase with higher levels of deprivation.

Planning and delivery of healthcare services that meet the needs of people with long-term conditions, including support with self-management, needs to be a key delivery priority for the IJB.

Specific activity required over the lifetime of the Strategic Plan includes:

- The identification and delivery of priorities related to the management of long-term conditions (as part of the development of the *East Lothian Primary Care Strategy*).
- These priorities should include multi-disciplinary approaches; early intervention to prevent or slow down the progression of conditions; and activity to support self-management.

2.4 Supporting families and children

Prevention and early intervention from pregnancy, through to early years, and on into childhood and adolescence is important in terms of improving overall population health, leading to better health outcomes throughout adulthood and reducing the need for health and social care support.

Although children's social work services are not delegated to the IJB, there are a number of delegated healthcare services provided to children and families (including, for example, primary care services; health visiting; and school nursing). HSCP services also provide support to parents and other adults within the wider family unit.

⁵ Including through ongoing delivery of the national Medication Assisted Treatment (MAT) Standards.

⁶ 'Long term conditions' are defined as those that persist over an extended period and may require lifelong management – for example, diabetes, arthritis, heart disease, and respiratory conditions such as COPD.

Specific activity required over the lifetime of the Strategic Plan includes:

- Continuing to strengthen partnership working through active involvement in the East Lothian Children's Strategic Partnership to deliver the priorities identified in the *Children's Services Plan*.
- Ongoing development of HSCP teams involvement in multi-disciplinary working across services and organisations to identify and respond to needs within families.
- Involvement the development of 'whole family support services' to provide families with effective, early help.

2.5 Managing frailty and falls

The growth in the older population will be of particular significance as this demographic group has the highest use of health and social care services. As the older population increases, so will number of people living with one or more long term health condition and / or with challenges related to ageing, including frailty.

Falls continue to be the most common cause of emergency hospital admission for adults in Scotland. Falls put pressure on hospital beds and often lead to people requiring new or additional social care and rehabilitation services. Falls can result in reduced confidence and increased frailty for older people, significantly reducing their health, wellbeing, and independence.

Specific activity required over the lifetime of the Strategic Plan includes:

- Development and delivery of *East Lothian Frailty Programme* to implement a multi-disciplinary approach to the management of frailty across primary and community care services in line with Health Improvement Scotland (HIS) Frailty Standards.
- Linking in with other Lothian IJBs and NHS Lothian as part of pan Lothian work on frailty.
- Further development of the local approach to the prevention and management of falls in East Lothian and working as part of the pan Lothian multidisciplinary group to deliver the *Lothian Falls Framework*.

2.6 Supporting people with Dementia

Rates of dementia are expected to increase significantly over the next 25 years. The impact of a dementia diagnosis is wide ranging, not only for the person with dementia, but also for families and carers. The East Lothian Dementia Strategy outlines the IJB's commitment to ensuring that people living with dementia remain active, social connected, and supported within their local communities.

Specific activity required over the lifetime of the Strategic Plan includes:

- Delivery of related priorities within the *East Lothian Dementia Strategy*- including expansion of Post Diagnostic Support (PDS), as well as broader services across the entire dementia care pathway.
- (Note- the IJB has an existing commitment to the delivery of these and other priorities within the East Lothian Dementia Strategy – the Strategy can be viewed in full [here](#).)

2.7 Carers health and wellbeing

The number of people providing unpaid care will continue to grow as the population ages and the percentage of people living with a limiting health condition or disability increases. Unpaid carers play a crucial role, supporting people to live at home and often avoiding or reducing their need for support from formal social care services.

Providing support to carers is important in terms of promoting their health and wellbeing and enabling them to continue to in their caring role.

Specific activity required over the lifetime of the Strategic Plan includes:

- Delivery of priorities within the *East Lothian Carers Strategy* related to supporting carers' health and wellbeing to enable them to continue in their caring roles.
- (Note- the IJB has an existing commitment to the delivery of these and other priorities within the East Lothian Carers Strategy – the Strategy can be viewed in full [here](#).)

Strategic Objective 3 – Reducing Health Inequalities

We will prioritise the delivery of services to improve health and social care outcomes for those most disadvantaged in our communities and will work with partners to address the factors that contribute to health inequalities.

Evidence shows that people living in parts of East Lothian with higher levels of deprivation and / or those with less advantageous living circumstances have significantly poorer health outcomes. This is evident, for example, from the data on life expectancy, with a variation of around 8 years in life expectancy between the most and least deprived areas of East Lothian⁷.

We know that there are a range of socio-economic and other factors, often described as the ‘social determinants of health’, that impact on health outcomes – these include, for example, poverty, education, housing, employment, and access to services. It is recognised that health inequalities need to be addressed via a whole system approach, with Community Planning, and other partners working collaboratively.

The IJB also has a specific responsibility to address inequality by ensuring that health and social care services delegated to it are resourced, planned, and delivered in a way that ensures they are accessible to all and that they meet the specific needs of the most disadvantaged groups in our communities.

Reducing health inequalities and improving outcomes for individuals means that more people will live in good health for longer, with fewer health and care needs, helping to mitigate against some of the projected increase in demand on health and social care services in the future.

Certain IJB delegated functions relate to delivery of services for particularly vulnerable groups, for example, Substance Use Services; Justice Social Work; Adult Protection; and Learning Disability Services. As highlighted under Strategic Objective 1, the IJB needs to ensure that these key frontline services continue to be prioritised and adequately resourced in order to keep people safe; to prevent harm; and to reduce disadvantage.

⁷ Based on National Records of Scotland data - more information is available in the East Lothian Joint Strategic Needs Assessment.

Strategic Delivery Priorities (Tackling Inequalities)

We will prioritise the delivery activities outlined below to help us achieve this Strategic Objective. Further details, including timescales and targets, will be included in Annual Delivery Plans developed for each year of the Strategic Plan. In addition, there are a number of strategies / programmes in place, or under development, that will provide direction (these are highlighted in *bold italics* below).

As well as the priorities below, the operational delivery of HSCP services will continue to contribute to achieving this Strategic Objective through existing activities and approaches that focus on achieving better outcomes for all service users.

3.1 Working in Partnership

As noted above, health inequalities are the result of a range of socio-economic factors collectively known as ‘social determinants of health’. These include factors that are impacted by services that are not the direct responsibility of the IJB. However, given the need for a whole system approach to addressing health inequalities, priority needs to be given to working with partners both strategically and operationally to help address the issues that result in poorer health outcomes.

Specific activity required over the lifetime of the Strategic Plan includes:

- Developing IJB / HSCP participation in Community Planning and other Strategic Partnerships to develop a whole system, collaborative response to the issues that negatively impact on health outcomes.
- Working with partners through the Housing, Health, and Social Care Strategy Group to drive collaborative working in relation to the *Housing Contribution Statement*.
- Working with Public Health Scotland partners to build upon our understanding of population health data to help inform service development and prioritise the use of resources.

3.2 Accessible and appropriate service delivery

We have a direct responsibility to ensure that the health and social care services we deliver are appropriate and sensitive and that they have effective arrangements in place to ensure that the most vulnerable and potentially excluded groups in our communities are able to access them.

Specific activity required over the lifetime of the Strategic Plan includes:

- Carrying out robust Integrated Impact Assessments to identify potential adverse impacts of service changes or developments on people with protected characteristics or those potentially disadvantaged due to other factors.
- Delivering the equalities outcomes detailed in the *East Lothian IJB's Equalities Outcomes for 2025-29* and reporting on progress through publication of annual Equality Mainstreaming Report.
- Continuing to develop service models and approaches that increase the accessibility of services for the whole population (see Strategic Objective 2 above).
- Continuing to strengthen partnership working at an operational level, working with colleagues from across organisations to develop and deliver collaborative approaches to identifying and responding to individual need.
- Ongoing activity, including staff training and development to ensure that our services are Trauma Informed.⁸

3.2 Keeping people safe and reducing harm

As noted above, continuing to ensure that key frontline services can be delivered at the level needed to keep people safe and reduce the risk of harm must be an overarching priority for the IJB. This includes the provision of statutory social work functions which are crucial in meeting the needs of some of the most vulnerable and disadvantaged groups in our communities.

Specific activity required over the lifetime of the Strategic Plan includes:

- Ongoing monitoring and oversight to ensure that service provision can effectively meet demand.
- Continued service development, including in relation to prevention and early intervention approaches (see Strategic Objective 2 above), and strengthening of collaborative and multidisciplinary working to meet individual needs.

⁸ Trauma Informed services 'recognise where people are affected by trauma and adversity, and that respond in ways that prevent further harm, support recovery, address inequalities and improve life chances' - more information can be found [here](#).

	Description	Timescale
Analysis of existing evidence from previous engagement / feedback.	<ul style="list-style-type: none"> Analysis of evidence and feedback already gathered via engagement and feedback processes – key themes to be fed into the IJB Strategic Plan Review. 	Feb – April 2025
Stage 1 Engagement	<ul style="list-style-type: none"> Initial key stakeholder engagement focusing on high level elements of the Strategic Plan (Vision, Strategic Objectives, Strategic Priorities). 	Feb – June 2025
Development of draft Strategic Objectives and Delivery Priorities	<ul style="list-style-type: none"> Development of proposed draft Strategic Objectives and Delivery Priorities. Presented to June IJB for feedback / approval. 	June 2025
Stage 2 Engagement and development of Consultation Draft	<ul style="list-style-type: none"> Engagement over the summer period to gather views on draft Strategic Objectives and Delivery Priorities. Development of Consultation Draft informed by stage 1 and stage 2 engagement feedback. 	July - August 2025
SPG approval of Consultation Draft	<ul style="list-style-type: none"> Consultation Draft to go to SPG for approval prior to formal consultation stage. 	4 th Sept 2025
Stage 3 Engagement on Consultation Draft	<ul style="list-style-type: none"> Statutory engagement on Consultation Draft (with prescribed stakeholders as per statutory guidance). Including sharing of Consultation Draft with NHS Lothian and East Lothian Council senior leaders. 	Sept – mid Oct 2025
Development of Advanced Draft	<ul style="list-style-type: none"> Feedback from statutory engagement stage used to inform development of an Advanced Draft. Advanced Draft to the SPG for final feedback. 	Mid Oct – Nov 2025
Final Strategic Plan to IJB for approval	<ul style="list-style-type: none"> Final Strategic Plan submitted to the IJB for consideration / approval. 	18 Dec 2025
Completion of feedback loop	<ul style="list-style-type: none"> Communication on publication of IJB Strategic Plan, including report on consultation / engagement feedback and how this is reflected in the final Strategic Plan. 	Jan 2026
Engagement will continue to inform the delivery of strategic priorities, and the formation of Annual Delivery Plans linked to the IJB Strategic Plan.		Ongoing



REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: Review of East Lothian IJB Directions

6

1 PURPOSE

- 1.1 To present recommendations regarding the East Lothian IJB Directions 2025-26 for consideration and approval by the IJB.

2 RECOMMENDATIONS

The IJB is asked to:

- 2.1 Consider and approve the 2025-26 East Lothian IJB Directions contained at appendices 1 and 2.
- 2.2 Note that active consideration should continue to be given to the introduction of additional directions as and when required, and that these should be developed in line with the IJB Directions Policy.

3 BACKGROUND

- 3.1 The 2024-25 East Lothian IJB Directions were approved at its meeting on the 27th of June 2024 and subsequently issued to delivery partners NHS Lothian and East Lothian Council.
- 3.2 The 2024-25 directions include a set of 'core directions' that were introduced for the first time in 2023, these are as follows:
- Direction to NHS Lothian regarding the delivery of primary and community health services (Ref – DC1).
 - Direction to NHS Lothian regarding the delivery of hosted services (Ref - DC2).
 - Direction to NHS Lothian regarding the delivery of set-aside services (Ref – DC3).

- Direction to East Lothian Council regarding the delivery of social work and social care services (Ref - DC4).

The introduction of core directions meets the statutory requirement for all IJB delegated functions be covered by a direction.

- 3.3 Appendix 1 presents the proposed core directions for 2025-26. These are based on the 2024-25 core directions, incorporating a number of minor changes to the text of the directions. The financial information for each of the four core directions has also been updated in line with the current year's opening budgets.
- 3.4 Appendix 2 presents recommendations in relation to the 2025-26 'specific directions'. In summary, these include:
- Closure of the direction relating to the delivery of 2024 IJB budget decisions as related activity has now been completed (Ref - D20).
 - Closure of the direction relating to the Planning for Older People's Services programme following presented of the programme's final report and recommendations to the IJB (Ref – D12I).
 - Amendment of the Workforce Plan direction to reflect the approval of an updated Strategic Workforce Plan for 202528 (Ref – D19a).
 - Amendment of the direction relating to Housing for Particular Needs, based on feedback from the East Lothian Housing and HSCP Delivery Group (Ref – D18h).
 - In addition, future review and amendment of the remaining 'specific' directions is recommended subject to progress with related development work.
- 3.5 As noted in the East Lothian IJB Directions Policy, active consideration should continue to be given to amending existing and / or issuing of further directions as and when required throughout the year.

4 ENGAGEMENT

- 4.1 Engagement with HSCP senior managers has informed the review of directions. Going forward, programme boards and associated delivery groups will allow for wider stakeholder engagement in the review of existing directions and development of new directions.

5 POLICY IMPLICATIONS

- 5.1 The approach described in this report reflects the East Lothian IJB Directions Policy and is in line with legislation and statutory guidance regarding the setting of directions by Integration Joint Boards.

6 INTEGRATED IMPACT ASSESSMENT

- 6.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy. However, Integrated Impact Assessments are carried out in relation to specific activity to deliver directions.

7 DIRECTIONS

- 7.1 This report presents proposed East Lothian IJB directions for 2025/26. These will be sent to NHS Lothian and East Lothian Council Chief Executives subject to approval by the IJB.

8 RESOURCE IMPLICATIONS

- 8.1 This paper has no specific resource implications, however, the identification of resource implications forms part of setting individual IJB directions.

9 BACKGROUND PAPERS

- 9.1 [East Lothian IJB Directions Policy](#)
- 9.2 [IJB Direction for 2024 / 2025 – Report to East Lothian IJB, June 2024](#)

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DATE	17th June 2025

Appendix 1 - Recommendations re updates to Core Directions for 2025-26 (DRAFT FOR APPROVAL)

NHS Lothian delivery of core primary and community health services – Ref DC.1 - DRAFT	
Changes for 2025/26 direction	<ul style="list-style-type: none"> • Direction updated to include budget information for 2025/26 financial year. • Reference to the closure of Belhaven and Edington inpatient beds removed as related activity is now complete.
Date direction issued by IJB / updates	<p>Initial direction: 9/11/2023</p> <p>Previous updates to direction: 27/06/24</p>
Direction to	NHS Lothian
Services / functions covered	<p>This direction covers primary and community health functions delegated to East Lothian IJB as required by the Public Bodies (Joint Working) (Scotland) Act 2014 and outlined in East Lothian IJB's Integration Scheme.</p> <ul style="list-style-type: none"> • Community Hospitals • Community Nursing (including children's community health services, district nursing, health visiting & school nurses) • Community mental health services • Community learning disability services • Substance misuse services • Allied Health Professionals • General Medical Services • General Dental Services • General Ophthalmic Services • Community Pharmacy • Palliative Care provided out with a hospital • Community continence service • Kidney dialysis services out with a hospital • Community Complex Care

Full text of direction	<p>NHS Lothian is directed to continue the provision of the services listed within current budgets detailed below and in accordance with any statutory / regulatory obligations where applicable and aiming to meet both national and local targets. This includes reflecting Best Value as defined by the Local Government in Scotland Act 2023 and further detailed in the 2020 revised statutory guidance in relation to Best Value.</p> <p>Service development and delivery should be in line with East Lothian IJB's strategic objectives and strategic delivery priorities as laid out in its Strategic Plan for 2022-2025.</p> <p>Services in the list above may be the subject of additional directions where required in response to changing circumstances, including in response to service reviews, transformation programmes, strategic developments, or financial / budget changes.</p>
Link to relevant IJB report	<p>East Lothian IJB Strategic Plan 2022-25</p>

Budget allocation from IJB to carry out direction	The indicative budget for delivery of these services, based on the NHS M1 report is £109,881,000. The table below provides a breakdown for broad service areas. NHS Lothian have agreed that the IJB's share of any additional funds received during the financial year for Pay Awards will be made available to the IJB.		
		Indicative Budget - £000's	Notes
	Community Hospitals	15,689	
	Community Nursing (including children's community health services, district nursing, health visiting & school nurses)	8,234	
	Community mental health services	7,142	
	Community learning disability services	641	
	Substance misuse services		1
	Allied Health Professionals	6,687	
	General Medical Services	40,909	2
	General Dental Services	8,667	3
	General Ophthalmic Services	2,540	3
	Community Pharmacy	5,198	3
	Palliative Care provided out with a hospital		4
	Community continence service		4
	Kidney dialysis services out with a hospital		4
	Other	14,163	5
	Total	109,881	
	Notes		

	<p>1 The substance misuse budget is included in the community mental health budgets above.</p> <p>2 The GMS budgets include the budget for GP prescribing.</p> <p>3 These services are ‘non-cash limited’ and therefore do not have budgets as such. The 2024/25 expenditure shown as an indication of the quanta.</p> <p>4 These budgets are included in ‘Other’ below.</p> <p>5 This also included funds (Resource Transfer and Social Care Fund circa £11m which are transferred to the IJB’s social care budget).</p>
Alignment with IJB Strategic Objectives / Delivery Priorities	<p>This direction relates to the following Strategic Objectives outlined in the IJB Strategic Plan:</p> <ol style="list-style-type: none"> 1. Develop services that are sustainable and proportionate to need 2. Deliver new models of community provision, working collaboratively with communities 3. Focus on prevention and early intervention 4. Enable people to have more choice and control and provide care closer to home as appropriate 5. Further develop / embed integrated approaches and services 6. Keep people safe from harm 7. Address Health inequalities <p>Within each of the Strategic Objectives there are a number of Strategic Delivery Priorities related to the services identified in this direction, with further details regarding these contained in the ELHSCP Annual Delivery Plan.</p>
Compliance and performance monitoring	<p>Performance in relation to delivering this direction will be monitored by review of the following:</p> <ul style="list-style-type: none"> • National and local performance targets. • Milestones and performance measures outlined in East Lothian Annual Delivery Plan and reflected in the East Lothian HSCP Performance Framework. • Milestones and performance measures in the East Lothian Primary Care Improvement Plan.

	<p>NHS Lothian is required to provide performance information to the IJB in relation to performance against local and national targets and with respect to performance indicators contained in the East Lothian HSCP Performance Framework.</p> <p>NHS Lothian is also required to provide financial analysis, budgetary control, and monitoring reports as and when requested by the IJB. These reports should set out the financial position and outturn forecast against budget allocations by the IJB to NHS Lothian with respect to delivering integrated health services.</p>
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NHS delivery of hosted services – Ref DC.2 – DRAFT	
Changes for 2025/26 direction	<ul style="list-style-type: none"> Direction updated to include budget information for 2025/26 financial year.
Date direction issued by IJB / updates	<p>Initial direction: 9/11/2023</p> <p>Previous updates to direction: 27/06/24</p>
Direction to	NHS Lothian
Services / functions covered	<p>This direction covers services provided as part of a single Lothian-wide service, referred to as ‘hosted services’ and managed on a pan-Lothian level by other NHS Lothian management teams. These services are outlined in East Lothian IJB’s Integration Scheme and are as follows:</p> <ul style="list-style-type: none"> Public Dental Service Clinical Psychology Podiatry Mental Health (inpatient and psychiatric rehabilitation) Sexual & Reproductive Health Dietetics Art Therapy Adults with Complex and Exceptional Needs SMART Centre Hospices and Palliative Care Pulmonary Rehabilitation Community Equipment Loan Service Continence Rehabilitation Medicine
Full text of direction	<p>NHS Lothian is directed to continue the provision of the services listed within current budgets detailed below and in accordance with any statutory / regulatory obligations where applicable and aiming to meet both national and local targets. This includes reflecting Best Value as defined by the Local Government in Scotland Act 2023 and further detailed in the 2020 revised statutory guidance in relation to Best Value.</p>

	<p>Service development and delivery should be in line with East Lothian IJB’s Strategic Objectives and Strategic Delivery Priorities as laid out in its Strategic Plan for 2022-2025.</p> <p>Services in the list above may be the subject of additional directions where required in response to changing circumstances, including in response to service reviews, transformation programmes, strategic developments, or financial / budget changes.</p>																																	
Link to relevant IJB report	East Lothian IJB Strategic Plan 2022-25																																	
Budget allocation from IJB to carry out direction	<p>The indicative budget for delivery is £17,455,000. The table below provides a breakdown for broad service areas. NHS Lothian have agreed that the IJB’s share of any additional funds received during the financial year for Pay Awards will be made available to the IJB.</p> <table><tr><th></th><th>Indicative Budget - £000’s</th><th>Notes</th></tr><tr><td>Public Dental Service</td><td>1,350</td><td></td></tr><tr><td>Clinical Psychology</td><td>1,446</td><td></td></tr><tr><td>Podiatry</td><td>2,030</td><td>1</td></tr><tr><td>Mental Health (inpatient and psychiatric rehabilitation)</td><td>4,363</td><td>2</td></tr><tr><td>Sexual & Reproductive Health</td><td>1,135</td><td></td></tr><tr><td>Dietetics</td><td></td><td>1</td></tr><tr><td>Art Therapy</td><td></td><td>1</td></tr><tr><td>Adults with Complex and Exceptional Needs</td><td>227</td><td></td></tr><tr><td>SMART Centre</td><td></td><td>3</td></tr><tr><td>Hospices and Palliative Care</td><td>626</td><td></td></tr></table>		Indicative Budget - £000’s	Notes	Public Dental Service	1,350		Clinical Psychology	1,446		Podiatry	2,030	1	Mental Health (inpatient and psychiatric rehabilitation)	4,363	2	Sexual & Reproductive Health	1,135		Dietetics		1	Art Therapy		1	Adults with Complex and Exceptional Needs	227		SMART Centre		3	Hospices and Palliative Care	626	
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SMART Centre		3																																
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	Pulmonary Rehabilitation		3
	Community Equipment Loan Service	656	
	Continence		3
	Rehabilitation Medicine	1,210	
	Other	4,412	4
	Total	17,455	
	<p>Notes</p> <p>1 Podiatry, Dietetics and Art Therapy are included in this budget.</p> <p>2 This also includes the budget for in-patient Learning Disability Services.</p> <p>3 These services are included in 'Other' below.</p> <p>4 'Other' also includes the budget for LUCS (£1.8m) and for the treatment of any East Lothian patient outwith NHS Lothian (£0.789m).</p>		
Alignment with IJB Strategic Objectives / Delivery Priorities	<p>This direction relates to the following Strategic Objectives outlined in the IJB Strategic Plan:</p> <ol style="list-style-type: none"> 1. Develop services that are sustainable and proportionate to need 2. Deliver new models of community provision, working collaboratively with communities 3. Focus on prevention and early intervention 4. Enable people to have more choice and control and provide care closer to home as appropriate 5. Further develop / embed integrated approaches and services 6. Keep people safe from harm 7. Address Health inequalities 		

	<p>Within each of the Strategic Objectives there are a number of Strategic Delivery Priorities related to the services identified in this direction, with further details regarding these contained in the ELHSCP Annual Delivery Plan.</p>
<p>Compliance and performance monitoring</p>	<p>Performance will be monitored by review of the following:</p> <ul style="list-style-type: none"> • National and local performance targets • Milestones and performance measures outlined in the East Lothian Annual Delivery Plan and reflected in the East Lothian HSCP Performance Framework <p>NHS Lothian is required to provide performance information to the IJB in relation to performance against local and national targets and with respect to performance indicators contained in the East Lothian HSCP Performance Framework.</p> <p>NHS Lothian is also required to provide financial analysis, budgetary control, and monitoring reports as and when requested by the IJB. These reports should set out the financial position and outturn forecast against budget allocations by the IJB to NHS Lothian with respect to delivering integrated health services.</p>

NHS Lothian delivery of set-aside services – Ref DC.3 - DRAFT	
Changes for 2025/26 direction	<ul style="list-style-type: none"> Direction updated to include budget information for 2025/26 financial year.
Date direction issued by IJB / updates	<p>Initial direction: 9/11/2023</p> <p>Previous updates to direction: 27/06/24</p>
Direction to	NHS Lothian
Services / functions covered	<p>This direction covers services provided under set-aside arrangements whereby NHS Lothian delivers delegated functions based in large hospitals on behalf of IJBs. These services include:</p> <ul style="list-style-type: none"> Accident and Emergency and Combined Assessment General Medicine Geriatric Medicine Rehabilitation Medicine Respiratory Medicine Hospital based Palliative Care
Full text of direction	<p>NHS Lothian is directed to continue the provision of the services listed within current budgets detailed below and in accordance with any statutory / regulatory obligations where applicable and aiming to meet both national and local targets. This includes reflecting Best Value as defined by the Local Government in Scotland Act 2023 and further detailed in the 2020 revised statutory guidance in relation to Best Value.</p> <p>Services in the list above may be the subject of additional directions where required in response to changing circumstances, including in response to service reviews, transformation programmes, strategic developments, or financial / budget changes.</p>

Link to relevant IJB report	East Lothian IJB Strategic Plan 2022-25																													
Budget allocation from IJB to carry out direction	<p>The indicative budget is £21,934,000. The table below provides a breakdown for broad service areas. NHS Lothian have agreed that the IJB’s share of any additional funds received during the financial year for Pay Awards will be made available to the IJB.</p> <table><tr><th></th><th>Indicative Budget - £000’s</th><th>Notes</th></tr><tr><td>Accident and Emergency and Combined Assessment</td><td>3,199</td><td></td></tr><tr><td>General Medicine</td><td>8,048</td><td></td></tr><tr><td>Geriatric Medicine</td><td>4,262</td><td></td></tr><tr><td>Rehabilitation Medicine</td><td>460</td><td></td></tr><tr><td>Respiratory Medicine</td><td>1,632</td><td></td></tr><tr><td>Hospital based Palliative Care</td><td></td><td>1</td></tr><tr><td>Other</td><td>4,334</td><td>2</td></tr><tr><td>Total</td><td>21,936</td><td></td></tr></table> <p>Notes</p> <p>1 Hospital Based Palliative Care is included in ‘Other’ below.</p> <p>2 ‘Other’ also includes Diabetes and Endocrinology and Therapy Services.</p>				Indicative Budget - £000’s	Notes	Accident and Emergency and Combined Assessment	3,199		General Medicine	8,048		Geriatric Medicine	4,262		Rehabilitation Medicine	460		Respiratory Medicine	1,632		Hospital based Palliative Care		1	Other	4,334	2	Total	21,936	
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Alignment with IJB Strategic Objectives / Delivery Priorities	<p>This direction relates to the following Strategic Objectives outlined in the IJB Strategic Plan:</p> <ol style="list-style-type: none"> 1. Develop services that are sustainable and proportionate to need 2. Deliver new models of community provision, working collaboratively with communities 3. Focus on prevention and early intervention 4. Enable people to have more choice and control and provide care closer to home as appropriate 5. Further develop / embed integrated approaches and services 6. Keep people safe from harm 7. Address Health inequalities <p>Within each of the Strategic Objectives there are a number of Strategic Delivery Priorities related to the services identified in this direction, with further details regarding these contained in the ELHSCP Annual Delivery Plan.</p>
Compliance and performance monitoring	<p>Performance will be monitored by review of the following:</p> <ul style="list-style-type: none"> • National and local performance targets <p>NHS Lothian is required to provide performance information to the IJB in relation to performance against local and national targets.</p> <p>NHS Lothian is also required to provide financial analysis, budgetary control, and monitoring reports as and when requested by the IJB. These reports should set out the financial position and outturn forecast against budget allocations by the IJB to NHS Lothian with respect to delivering set-aside services.</p>

East Lothian Council delivery of social work and social care services – Ref DC.4 - DRAFT	
Changes for 2025/26 direction	<ul style="list-style-type: none"> • Direction updated to include budget information for 2025/26 financial year. • Reference to 2024/25 budget decisions removed as activity completed.
Date direction issued by IJB / updates	<p>Initial direction: 9/11/2023</p> <p>Previous updates to direction: 27/06/24</p>
Direction to	East Lothian Council
Services / functions covered	<p>This direction covers social work and social care functions delegated to East Lothian IJB as required by the Public Bodies (Joint Working) (Scotland) Act 2014 and outlined in East Lothian IJB's Integration Scheme.</p> <ul style="list-style-type: none"> • Social work services for adults and older people • Services and support for adults with physical disabilities and learning disabilities • Mental health services • Drug and alcohol services • Adult protection and domestic abuse • Carers support services • Community care assessment teams • Support services • Care home services • Adult placement services • Health improvement services • Aspects of housing support, including aids and adaptations • Day services • Local area co-ordination • Respite provision • Occupational therapy services • Re-ablement services, equipment, and telecare • Criminal Justice Social Work services including youth justice
Full text of direction	<p>East Lothian Council is directed to continue the provision of the services listed within current budgets detailed below and in accordance with any statutory / regulatory obligations where applicable and aiming to meet both national and local targets. This includes reflecting Best Value as defined by the Local Government in Scotland Act 2023 and further detailed in the 2020 revised statutory guidance in relation to Best Value.</p>

	<p>Service development and delivery should be in line with East Lothian IJB's Strategic Objectives and Strategic Delivery Priorities as laid out in its Strategic Plan for 2022-2025, as well as reflecting the key priorities contained in the East Lothian HSCP Commissioning Strategy for 2022-25.</p> <p>Services in the list above may be the subject of additional directions where required in response to changing circumstances, including in response to service reviews, transformation programmes, strategic developments, or financial / budget changes.</p>																
Link to relevant IJB report	<p>East Lothian IJB Strategic Plan 2022-25</p> <p>East Lothian HSCP Commissioning Strategy 2022-25</p>																
Budget allocation from IJB to carry out direction	<table border="1"> <thead> <tr> <th>Core Social Care Budget 2024/25</th><th>£,000</th></tr> </thead> <tbody> <tr> <td>Adult Social Work</td><td>35,379</td></tr> <tr> <td>Acute & Ongoing Care</td><td>11,090</td></tr> <tr> <td>Rehabilitation</td><td>2,271</td></tr> <tr> <td>Learning Disability and Mental Health Community Services</td><td>22,071</td></tr> <tr> <td>Head of Operations</td><td>4,980</td></tr> <tr> <td>Business & Performance</td><td>5,430</td></tr> <tr> <td>Total</td><td>81,221</td></tr> </tbody> </table>	Core Social Care Budget 2024/25	£,000	Adult Social Work	35,379	Acute & Ongoing Care	11,090	Rehabilitation	2,271	Learning Disability and Mental Health Community Services	22,071	Head of Operations	4,980	Business & Performance	5,430	Total	81,221
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Alignment with IJB Strategic	<p>This direction relates to the following Strategic Objectives outlined in the IJB Strategic Plan:</p> <p>1. Develop services that are sustainable and proportionate to need</p>																

Objectives / Delivery Priorities	<p>2. Deliver new models of community provision, working collaboratively with communities</p> <p>3. Focus on prevention and early intervention</p> <p>4. Enable people to have more choice and control and provide care closer to home as appropriate</p> <p>5. Further develop / embed integrated approaches and services</p> <p>6. Keep people safe from harm</p> <p>7. Address Health inequalities</p> <p>Within each of the Strategic Objectives there are a number of Strategic Delivery Priorities related to the services identified in this direction, with further details regarding these contained in the ELHSCP Annual Delivery Plan.</p>
Compliance and performance monitoring	<p>Performance in relation to delivering this direction will be monitored by review of the following:</p> <ul style="list-style-type: none"> • National and local performance targets • Milestones and performance measures outlined in East Lothian Annual Delivery Plan and reflected in the East Lothian HSCP Performance Framework <p>East Lothian Council is required to provide performance information to the IJB in relation to performance against local and national targets and with respect to performance indicators contained in the East Lothian HSCP Performance Framework.</p> <p>East Lothian Council is also required to provide financial analysis, budgetary control, and monitoring reports as and when requested by the IJB. These reports should set out the financial position and outturn forecast against budget allocations by the IJB to East Lothian Council with respect to delivering integrated health services.</p>

Appendix 2 - Recommendations re updates to Specific Directions for 2025-26 (DRAFT)

Title / Ref	Current Direction (2024/25)	Recommendation	
Activity to support improvements to Unscheduled Care performance – Ref D21	<p>NHS Lothian and East Lothian Council are directed to carry out the activity required to transform services as detailed in the ‘Unscheduled Care System Improvement RIE Final Proposal’ as funded by the Scottish Government as part of its budget announcement in December 2024.</p> <p>East Lothian deliverables supported by this funding are as follows: Increased care capacity for Hospital to Home. Creation of a Single Point of Contact targeting prevention of attendance and admissions at RIE. Increased Social Worker and Community Care Worker capacity to support assessment over 7 days at the RIE front door. Increased Allied Health Professional (AHP) capacity to support 7-day service at the RIE front door.</p> <p>(Agreed January 2025)</p>	<p>Direction to be retained with no changes at present.</p>	<p>Retain</p>
Closure of Belhaven Hospital Site – Ref D20	<p>NHS Lothian and East Lothian Council are directed to remove all associated services delivered by East Lothian Health and Social Care Partnership from the Belhaven Hospital Site, Dunbar, East Lothian by 30th of June 2024. This reflects the decision taken by East Lothian IJB on 28th March 2024:</p> <p>To close the Blossom House Care Home sited at Belhaven Hospital, Dunbar, East Lothian.</p>	<p>Direction to be closed as related activity has been completed.</p>	<p>Close</p>

	<p>To close all inpatient beds withing the Belhaven Hospital site on a permanent basis and to relocate all community health services that are currently being delivered from the Belhaven site.</p> <p>(Agreed June 2024)</p>		
East Lothian Workforce Plan 2022-25 – Ref D19a	<p>NHS Lothian and East Lothian Council are directed to work collaboratively to support delivery of the objectives outlined in the 2022-25 East Lothian Health and Social Care Partnership Workforce Plan and associated actions within the related Action Plan. The Workforce Plan is reviewed and updated as needed on an annual basis – this direction should be read in relation to the most recent iteration of the Plan.</p> <p>(Agreed May 2024)</p>	Direction to be updated to link to the Strategic Workforce Plan for 2025-28 (as approved at the May 22nd meeting of East Lothian IJB).	Update
Carers Strategy - Ref D14a	<p>NHS Lothian and East Lothian Council to support the delivery of the outcomes contained in the East Lothian Carers Strategy (2023-26) and the associated Action Plan in order to meet the needs of both adult and young carers.</p> <p>(Revised October 2023)</p>	Direction to be retained - no changes required – all details, including budget remain the same for 2025/26.	Retain
Phase 2 Royal Edinburgh – Ref D04b	<p>NHS Lothian is directed to support collaborative work across services to develop new models and pathways for community based mental health provision, specifically with regards to mental health rehabilitation and low secure mental health provision in community settings. This should reflect the outcomes of the bed based review and the continuation of activity aimed at bringing East Lothian’s mental health acute bed use within the allocated bed capacity.</p>	<p>Direction to be retained with no changes at present.</p> <p>Ongoing discussion in relation to the provision of mental health rehabilitation and secure mental health provision in community settings</p>	Retain

	(Revised October 2023)	<p>will inform future updates to the direction.</p> <p>As with any changes to directions, recommendations regarding updated wording but will be brought to a future meeting of the SPG / IJB for consideration and approval.</p>	
Primary Care Premises and Infrastructure – Ref D10j	<p>NHS Lothian and East Lothian Council to support planning, development, and investment in appropriate infrastructure to ensure the sustainable delivery of community and primary care health services to meet the needs of the current and projected East Lothian population. This direction includes premises, digital infrastructure, and travel and transport provision.</p> <p>(Revised October 2023)</p>	<p>Direction to be retained - no changes required.</p> <p>Future updates to this direction may be recommended based on current activity to look at future population needs / use of assets.</p>	Retain
Transforming Care for Older People – Ref D12l	<p>NHS Lothian and East Lothian Council to transform the service delivery to older people for the provision of Community Hospital, Care Homes, and the development of intermediate care services, involving full engagement and consultation with appropriate parties.</p> <p>This should take into account demographic factors, current use of services, the impacts of COVID-19, funding pressures, service remobilisation and redesign. It must also take note of the emerging outputs from the Independent Review of Adult Social Care and development of a National Care Service.</p> <p>(Revised February 2022)</p>	<p>Direction to be closed.</p> <p>The final report / recommendations from the Planning for Older People's Services (POPS) programme were approved by the IJB in February 2025.</p> <p>Future service developments in response to POPS programme recommendations many require new directions to be developed.</p>	Close

Mental Health Triage – Ref D15c	<p>NHS Lothian and East Lothian Council to work together to further develop Mental Health services across primary and secondary care. This should include the continuation of collaborative work to refine and streamline access to services and establish a clear interface between primary, secondary care and the third sector, and ongoing inclusion and development of the clinical decision making role within the CWIC Mental Health service and rollout of the Distress Brief Intervention service.</p> <p>Activity should also include specific collaboration to improve access to services and the development of pathways for people with co-occurring drug / alcohol and mental health difficulties to enable them to receive mental health support and drug / alcohol support concurrently. Development should be in line with requirements outlined in Medication Assisted Treatment (MAT) Standard 9.</p> <p>(Revised October 2023)</p>	<p>Direction to be retained with no changes at present.</p> <p>Work to refine and streamline access to mental health services is ongoing, with significant progress in recent months regarding the introduction of a new East Lothian Single Point of Access for mental health. The current direction will be updated as this work continues to progress, with recommendations regarding update presented to the SPG / IJB for consideration / approval.</p>	Retain
Substance Misuse Services – Ref D15k	<p>NHS Lothian and East Lothian Council are directed to work collaboratively with Midlothian and East Lothian Drug and Alcohol Partnership (MELDAP) and third sector providers and to further develop and improve the multi-agency approach in relation to access to alcohol and drug support services. Development should be in accordance with statutory / regulatory requirements where applicable and aiming to meet both local and national targets, including MAT (Medication Assisted Treatment) Standards.</p> <p>(Revised October 2023)</p>	<p>Direction to be retained with no changes at present.</p> <p>East Lothian is performing well in relation to meeting MAT Standards ahead of target. Retention of this direction will continue to prioritise and support activity.</p>	Retain
Housing for Particular Needs – Ref D18h	<p>East Lothian Council is directed to support the development and delivery of different housing models for people with support needs through the development and implementation of its Local Housing Strategy. This should</p>	<p>Direction to be updated to link directly to the Housing Contribution Statement</p>	Update

	<p>be carried out with the objective of maximising independent living for people with particular needs including those related to Learning Disability, Physical Disability, Sensory Impairment, and Mental Health conditions.</p> <p>As part of this direction, East Lothian Council should deliver up to 60 units of core & cluster housing between 2024-29 for the above client groups, dependant on IJB funding and the delivery of the Affordable Housing Supply Programme (AHSP).</p> <p>(Revised October 2023)</p>	<p>which was agreed at the December 2024 meeting of East Lothian IJB.</p> <p>Recommended wording for the updated direction will come from the East Lothian Housing and HSCP Delivery Group.</p>	
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REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Finance Officer

SUBJECT: 2024/25 Draft (Unaudited) Annual Accounts

7

1 PURPOSE

- 1.1 The purpose of this report is to present the IJB's draft (unaudited) Annual Accounts for 2024/25 to the Board.

2 RECOMMENDATIONS

The IJB is asked to:

- 2.1 Consider the IJB's draft (unaudited) Annual Accounts: and
- 2.2 Agree that the draft annual accounts can be published and presented for audit.

3 BACKGROUND

- 3.1 The IJB is constituted under s106 of the Local Government (Scotland) Act 1973 and as such must produce a set of Annual Accounts at the end of each year.
- 3.2 In practice this involves three steps
- To prepare and publish (on the IJB's website) a set of unaudited accounts before the end of June 2025. The IJB is required to approve these accounts for publication.
 - These accounts are then presented to the IJB's appointed Auditors (Audit Scotland) who undertake an audit of the IJB's Annual Accounts.
 - A final set of accounts is then prepared which reflect the appointed Auditors comments and include their own formal view on the accounts. This final set of accounts will be presented to the

IJB's Audit and Risk Committee at its September meeting and then presented to the IJB for final approval before being published on the website.

3.3 The Annual Accounts contain a range of sections which are summarised below:

- A description of what the IJB is and how it functions.
- The Management Commentary – provides a statement of the IJB's purpose and its performance against that purpose in the financial year together with a look ahead to the challenges facing the IJB in the next financial year.
- The Annual Governance Statement – prepared by the IJB's Chief Internal Auditor, this report highlights any governance improvements in the year. This report is presented separately at this meeting by the CIA for approval by the Audit and Risk Committee prior to inclusion in the Annual Accounts.
- The appointed Auditors Report – which is not available until they have completed their work.
- A range of financial statements showing the financial position of the IJB for 2024/25.

3.4 The Audit and Risk Committee has reviewed the draft (unaudited) Annual Accounts and recommended the IJB agree that they can be published on the website and presented the external auditors for audit.

4 ENGAGEMENT

4.1 The Annual Accounts are presented on the website and available in hard copies to the public.

5 POLICY IMPLICATIONS

5.1 There are no policy implications in this report.

6 INTEGRATED IMPACT ASSESSMENT

6.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

7 DIRECTIONS

- 7.1 There are no new directions nor amendments to then current directions required by this report.

8 RESOURCE IMPLICATIONS

- 8.1 Financial – None
- 8.2 Personnel – None
- 8.3 Other – None

9 BACKGROUND PAPERS

- 9.1 None

Appendix: 2024/25 Draft (Unaudited) Annual Accounts

AUTHOR'S NAME	Michael Porteous
DESIGNATION	Chief Finance Officer
CONTACT INFO	Mike.porteous@nhslothian.scot.nhs.uk
DATE	June 2025



East Lothian Integration Joint Board

Unaudited Annual Accounts 2024/25

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Management Commentary

Introduction

The management commentary considers the work that the Integration Joint Board (IJB) has undertaken during the financial year 2024/25 and then describes the financial performance for the financial year ended 31 March 2025. It further provides an overview of the key messages relating to the role, remit, members, objectives and the strategy of the East Lothian IJB.

Audit Arrangements

Under arrangements approved by the Accounts Commission of Scotland, the auditor with responsibility for the audit of the accounts of East Lothian Integration Joint Board for the period 1 April 2024 to 31 March 2025 is John Boyd (Audit Scotland), 102 West Port, Edinburgh EH3 9DN.

The Role and Remit of the IJB

The purpose of integration is to improve care and support and therefore the health and wellbeing outcomes for people who use health and social care services. It will make sure that they are listened to, involved and take part in decisions about their care and how it is delivered. It is a significant change in how the strategic planning and delivery of services happens with a range of partners – individuals, local groups and networks, communities and organisations, including patients, service users, carers and the third and independent sectors.

The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) requires Local Authorities and Health Boards to integrate the strategic planning of a substantial number of health services and functions and most social care functions.

The functions delegated to the IJB by East Lothian Council (the Council) and NHS Lothian are as follows:

- Adult Social Care
- Criminal Justice
- Primary Care Services (GP Practices, Community Dentists, Community Pharmacies and Community Opticians)
- Mental Health Services
- Physical and Learning Disabilities Services
- Community Health Services
- Community Hospital Services
- Unscheduled Care Services (services that are generally delivered from the Royal Infirmary of Edinburgh, the Western General Hospital and St. John's Hospital)

The IJB sets the strategic direction for these delegated functions through the development of a Strategic Plan, to enable it to plan and deliver these strategic outcomes at an overall health and social care level. It gives Directions to the Council and NHS Lothian for the operational delivery of functions and the resources available to them for this.

East Lothian IJB is an Integration Authority set up under the Public Bodies (Joint Working) Act (2014). It is a ‘body corporate’, that is a separate legal entity. The IJB is constituted through its Integration Scheme which was prepared by East Lothian Council and NHS Lothian and presented to Scottish Ministers in March 2015. The Integration Scheme was approved by the Scottish Parliament in June 2015 and the first meeting of the IJB took place on 1 July 2015. The IJB assumed formal responsibility for these functions in April 2016 including the budgets for the delivery of these functions.

The Strategic Plan

The strategic plan of each IJB must be reviewed and approved by the IJB every 3 years. East Lothian IJB approved its third Strategic Plan on 15 September 2022, this covers 2022 to 2025. A link to the plan is below:

https://www.eastlothian.gov.uk/download/downloads/id/33015/east_lothian_ijb_strategic_plan_2022_-_25.pdf

The process of monitoring the progress of the Strategic Plan and the development of that plan is managed by the IJB’s Strategic Planning Group. This group is supported by five Programme Boards reflecting the IJB’s strategic priority areas for change.

These focus on: intermediate and social care, enabling health, primary care, digital and data and carers. Under each Programme Board sits specific delivery groups that take forward projects as directed by the Programme Board.

Work to review the current IJB Strategic Plan began in early 2025. Engagement with partners and other key stakeholders throughout 2025 will inform the development of a revised Plan, covering the period from 2025 to 2030, which will be presented to the December meeting of the IJB for approval. The new plan will be reviewed after 3 years and any updates will be made at that stage.

Review of the IJB’s Integration Scheme

The IJB’s Scheme of Integration was revised by the IJB’s partners in September 2023 and approved by Scottish Ministers. The next review of the Integration Scheme will be in 2028 unless otherwise directed by Scottish Ministers.

IJB Membership

The IJB comprises eight voting members, made up of four elected members appointed by East Lothian Council and four NHS Lothian non-executive directors appointed by NHS Lothian. There are a number of non-voting members of the Board, including the IJB Chief Officer, Chief Finance Officer, medical and nursing professional advisors, representatives for Carers and third party organisations and staffing representatives.

The IJB met virtually 8 times during the financial year 2024/25. The membership of the IJB as at 31 March 2025 was as follows:

Member	Nominated/Appointed by	Role
Councillor Shamin Akhtar	Nominated by East Lothian Council	Chair (Voting Member)
Andrew Cogan	Nominated by NHS Lothian	Vice Chair (Voting Member)
Jonathan Blazeby	Nominated by NHS Lothian	Voting Member,
Elizabeth Gordon	Nominated by NHS Lothian	Voting Member
Patricia Cantley	Nominated by NHS Lothian	Voting Member
Councillor Carol McFarlane	Nominated by East Lothian Council	Voting Member
Councillor Lyn Jardine	Nominated by East Lothian Council	Voting Member, Chair of Audit & Risk Committee
Councillor Jeremy Findlay	Nominated by East Lothian Council	Voting Member
Fiona Wilson	Ex officio	Chief Officer (non-voting member)
Mike Porteous	Ex officio	Chief Finance Officer (non-voting member)
Claire MacDonald	Appointed by IJB	Independent sector representative (non-voting member)
Maureen Allan	Appointed by IJB	Third sector representative (non-voting member)
David Binnie	Appointed by IJB	Carer representative (non-voting member)
Marilyn McNeill	Appointed by IJB	Service User representative (non-voting member)
Dr Claire Mackintosh	Nominated by NHS Lothian	Registered Medical Practitioner (not GP) (non-voting member)

Member	Nominated/Appointed by	Role
Lindsey Byrne	Ex Officio	Chief Social Work Officer (non-voting member)
Liam Kerr	Nominated by NHSL Unions	Interim NHS Staff Representative (non-voting member)
Dr John Hardman	Nominated by NHSL	Registered Medical Practitioner (GP) (non-voting member)
Darren Bradley	Nominated by ELC Unions	ELC Staff Representative (non-voting member)
David Hood	Ex Officio	Head of Operations (non-voting member)
Sarah Gossner	Ex Officio	Chief Nurse (non-voting member)
Dr Kalonde Kasangele	Ex Officio	Public Health (non-voting member)
Vacant	Nominated by the GP Forum	GP representative (non-voting member)
Vacant	Appointed by IJB	Specialist in Substance Abuse (non-voting member)

The IJB's Operations for the Year

The IJB delivers its Strategic Plan through its directions to its partners and monitors the performance against these directions at the Strategic Planning Group and through reports to the IJB.

The 2024-25 East Lothian IJB Directions were approved at its meeting on 27 June 2024 and subsequently issued to delivery partners NHS Lothian and East Lothian Council.

The 2024-25 directions included 2 new directions to the partners:

- Direction 19a – to support the delivery of the East Lothian HSCP Workforce Plan
- Direction 20 – to implement the decision at the March 2024 IJB meeting to close the Belhaven Hospital Site.

The IJB produces an Annual Performance Report (as required by the Scottish Government) which lays out its ambitions, achievements and a range of performance indicators. The IJB's Annual Performance Report (APR) for 2024/25 will be presented to the September 2025 meeting for approval, before being submitted to the Scottish Government and published online. The APR will give a detailed account of activity along with validated data on the National and Ministerial Strategic Group Performance Indicators (published in July), including comparison of performance against previous years and national figures.

In advance of the APR being published, the following pages highlight some of key activities delivered in relation to IJB delegated functions during the year. Although the content is organised broadly under the IJB's strategic objectives, there is considerable overlap, with many activities relating to two or more objectives.

Developing services that are sustainable and proportionate to need / embedding integrated approaches and services.

The following activities supported delivery of these objectives during 2024/25:

- Ongoing development of activity in relation to preventing hospital admission; maintaining patient flow, and reducing bed occupancy and length of stay for patients. This activity includes a number of daily “Huddles” to support multi-disciplinary oversight, as well as implementation of Planned Date of Discharge; Rapid Rundowns: and Day of Care Audits.
- Continued investment in and development of Intermediate Care Services supporting the shift in care from hospital to community. Examples of Intermediate Care Services include:
 - Care at Home
 - Hospital at Home
 - Community Respiratory Pathway
 - Hospital to Home
 - Falls Service
 - Musculoskeletal Physiotherapy
 - Discharge to Assess
 - Emergency Care Service
- The further development of the Home Care / Hospital to Home integrated service to improve efficiency and create additional capacity within internal care at home. Implementation of the ‘One Plan’ system during the year also increased the effectiveness of planning and coordination.
- The introduction of a Care at Home (CAH) Huddle to provide integrated oversight of the Care at Home system, optimising the use of internal and external Care at Home resources to meet need.
- Delivery of the Enhanced Discharge to Assess project (commenced in February 2024), bringing together the Discharge to Assess (D2A) therapists, Emergency Care Service (ECS), and Care Capacity and Flow Team to facilitate timely discharge of East Lothian patients by responding to their initial care needs.
- Continued delivery of Inreach of East Lothian Allied Health Professional (AHP) and nursing staff in acute sites, working closely with acute colleagues and Flow Team to help prevent delays for East Lothian patients.
- Active involvement in the NHS Lothian Unscheduled Care (USC) Programme Board (with the East Lothian IJB Chief Officer chairing the Board). This work has involved securing additional Scottish Government funding to support the East Lothian element of the NHS Lothian USC Improvement Programme in December 2024. In the early part of 2025, work was underway to implement a 7-day a week, ‘Home First’ Single

Point of Access model in East Lothian, making use of the additional funding to recruit 53.8 additional (whole time equivalent) staff across teams to deliver this approach.

- Ongoing close monitoring and management of the use of mental health inpatient beds to maintain bed occupancy at an appropriate level. This has been supported by delivery of a local multi-disciplinary clinical huddle three mornings a week. The huddle drives flow through mental health services from inpatient to the IHTT (Intensive Home Treatment Team) and CMHT (Community Mental Health Team).
- Activity to develop a Single Point of Contact for Adult Mental Health following extensive work to review 'front door' access to mental health services. This will provide a telephone number that can be used by clients, family, friends, health professionals, and organisations involved with individuals. A team of experienced clinicians will provide same day call back so that the first clinical contact will be an opportunity for a meaningful conversation influenced by the Request for Assistance model. This reflects a 'no wrong door' approach.

Delivering new models of provision, engaging and working collaboratively with communities

The following activities supported delivery of this objective during 2024/25:

- Our approach to commissioning health and social care services continued to be underpinned by our Commissioning Strategy and associated Markey Facilitation Statement, helping to ensure that commissioned services are provided in a way that reflects our visions and values and contributes to the delivery of the strategic objectives outlined in the 2022-25 Strategic Plan.
- The 'Planning for an Ageing Population' programme continued throughout the year, with extensive engagement activity culminating in the presentation of a final report to the IJB in early 2025. The report identified 4 key priorities for strategic planning: Palliative and end of life care; Polypharmacy; Intermediate Care; and Technology.

Other recommendations agreed by the IJB included:

- Further development of the Independent Community Panel that had evolved during the process.
- Consideration of community capacity and opportunities to explore innovative and sustainable community-based options when budget planning.
- Continuation of work with partners to explore and develop early intervention and prevention approaches to deliver intermediate care.
- The Strategic Planning Group and the CAH Change Board agreed to the formation of a Locality Project Team in May 2024 which undertook a Test of Change programme, with 'Community First' testing the impact on demand for CAH, impact on hospital discharge, individual and carer outcomes and cost. Changes adopted following the Locality Project, were a strengths approach to care co-ordination at a local and community level (identifying preventative and alternative care and support

opportunities), supported by improving hospital and community assessments, Allied Health Professional and Care resource co-ordination, and identifying commissioning and strategic opportunities across external and internal Care at Home services.

- Carers – The delivery of the Carers Strategy has continued, with delivery of the 2 year action plan. After a successful procurement process Carers of East Lothian were awarded the Adult Carers support contract in March 2025 for a 2+2+2 year term. Another success in 2024/25 was funding an MHO within the Social Work team to review the outstanding 172 private guardianships. This was successfully completed and processes established to ensure the reviews are kept up to date moving forward.

Prevention and early intervention

The following activities supported delivery of this objective during 2024/25:

- Prevention and early intervention is an integral part of services provided by teams across the Partnership, both directly and through funding or third sector initiatives.
- In particular, the East Lothian Rehabilitation Service (ELRS) delivers a range of services based on a prevention and early intervention approach, with the aim of supporting people to stay as active and independent in their own homes for as long as possible.
- Work continued during 2024/25 to promote the use of assistive technology to support daily living. This included running a public drop-in event by the East Lothian Technology Enabled Care Team to showcase ways technology can help (for example, the use of smart home devices, mobility aids, and communication tools). New TEC (Technology Enabled Care) core training for community and inpatient staff has also been delivered to support clinicians to include digital and technology options in core assessments.
- Activity around falls and falls prevention is another example of early intervention and prevention, with ongoing work to embed an integrated falls pathway; develop a falls database and dashboard; introduce falls clinics; and develop strength and balance classes.
- Continuing delivery of an approach by Adult Social Work to reduce the time people wait for a social work assessment. The model is designed so that as many cases as possible are dealt with by the Duty system at the 'first point of contact', rather than people being added to a waiting list. This quick response can help to prevent situations deteriorating and needs potentially becoming more significant.

Enabling choice and control and providing care closer to home

The following activities supported delivery of this objective during 2024/25:

- Delivery of a Care Home 'Home First' Project aimed at reducing the use of care home placements by supporting the option of discharge home over discharge to a care home where appropriate. This approach helped to reduce the use of care home

places and to ensure that available places were being used effectively, making provision for those with the highest level of need.

- The East Lothian Advance Physiotherapy Practitioner (APP) Service piloted the use of shared decision making as a key element of the assessment and treatment for those self-referring with knee pain. This included the use of processes from NHS Lothian's Realistic Medicine Toolkit. Following positive evaluation, learning is being shared with the wider team and the tools and processes developed will be included in the Realistic Medicine Toolkit for wider use.
- Ongoing delivery and development of a range of primary services managed by East Lothian HSCP, including:
 - Community Treatment and Care (CTAC) Service
 - Primary Care Vaccination Team
 - Pharmacotherapy Service
 - Care When it Counts (CWIC) Service

The Partnership continued to deliver a Primary Care Communications Plan to ensure people are aware of the full range of primary care services and how and when to access them.

- Piloting CWIC Direct to trial enabling patients to access the CWIC Service directly without the need to go through their GP. The East Lothian CWIC Service supports General Practice in East Lothian by offering same-day appointments with medical professionals within a multidisciplinary team, and currently covers 4 practices. Following positive feedback, the CWIC Direct model will be continued, and further development explored.
- Continued development of the outpatient services and clinics offered at East Lothian Community Hospital (ELCH). During 2024/25, this included the addition of a chronic anaemia service (blood & iron infusion) and outpatient intravenous antibiotic treatment (moved from Western General Hospital and delivered by HSCP staff).
- Use of space within the Outpatient Department was reviewed to ensure better utilisation of clinical space. This enabled ELCH to accommodate clinics temporarily relocated from Edinburgh Eye Pavilion.

Keeping people safe from harm

The following activities supported delivery of this objective during 2024/25:

- HSCP services continued to work with partners through the Midlothian and East Lothian Drug and Alcohol Partnership (MELDAP) to reduce the harm caused by substance use and provide timely, effective and accessible support. This included delivery of the 'Contact Service' providing easy access to advice and support.
- In relation to Substance User Services, East Lothian successfully implemented Scottish Government MAT (Medication Assisted Standards) Standards 1-10 to full

green status. This was ahead of expectations and demonstrating strong performance in the national context.

- The Justice Social Work team continued to work on the development of a wider range of options for unpaid work (Community Payback Orders). This includes unpaid work activities reflecting priorities around equality and the environment, for example 'Big Pick', Bike Workshops, and Allotments. Capacity to deliver placements was also increased through the recruitment of additional temporary supervisors.
- An initial meeting of a multi-agency Suicide Prevention Forum was held, and a decision was made to extend the Forum to cover children, young people and adults to promote a joined up approach and to support involvement across services, including third sector partners.
- East Lothian Independent Advocacy Steering Group finalised its draft Strategic Plan in January 2024 following an extensive needs assessment and engagement activity with service users and 3rd sector providers. The Plan was approved by the IJB in April 2024.

Addressing health inequalities

- The IJB continued to make progress with respect to the statutory requirement to mainstream the general needs of the Public Sector Equality Duty in relation to its role in planning, directing and commissioning its delegated responsibilities. The IJB's approach is outlined in the East Lothian IJB Equalities Outcomes plan for 2021-25. Progress is described in the Equalities Mainstreaming Report for 2023-25 (reported to the May 2025 meeting of the IJB).
- East Lothian IJB took part in a pan-Lothian community engagement programme in late 2024 / early 2025, working alongside Midlothian and West Lothian IJBs / HSCPs and NHS Lothian to gather views on revision of the existing equalities outcomes. This informed the development of a new East Lothian IJB Equalities Outcomes plan covering the period from 2025 to 2029 which was subsequently approved at the May 2025 meeting of the IJB.
- Work is underway to develop a new East Lothian Joint Strategic Needs Assessment (in partnership with Public Health, LIST and Public Health Intelligence) which will be available in early 2025 and will help to inform the revision of the current IJB Strategic Plan.

Local Housing Strategy

- East Lothian's Local Housing Strategy (LHS) 2024-2029 was adopted in April 2024 following extensive engagement during which over 1,300 voices were heard. In December 2024 the IJB agreed the Housing Contribution Statement as it related to the Housing Strategy, ensuring the IJB'S strategic Plan and ELC's Housing strategy are linked with shared outcomes, actions and investment decisions.
- The current IJB direction on housing will need to be revised to reflect the challenges and opportunities as set out in the Housing Contribution Statement 2024-2029, and current and planned joint working between ELC Housing and the HSCP.

The key challenges remain:

- Homelessness
- Delivering Accessible Home and Adaptations.

The Housing Strategy outlines how these challenges will be addressed in East Lothian with the Support of the IJB.

The IJB's Financial Position at 31 March 2025

For the year to 31 March 2025 the IJB recorded a deficit of £2,877,000. That meant the costs incurred in delivering the IJB's functions, by NHS Lothian and East Lothian Council, were greater than the income it received from NHS Lothian and East Lothian Council. The IJB has used its reserves to underpin this deficit and has thus broken-even in the financial year.

The IJB began the 2024/25 financial year with a balanced budget but faced a number of challenges to ensure that position materialised:

- The IJB had used a significant element of its available reserves to break even in 2023/24, increasing the financial risk to the IJB.
- There were a number of underlying financial pressures across Health and Council delegated services, particularly in Prescribing and Social Care services, impacting on the financial position.
- The IJB set a challenging efficiency programme as a key element of its delivery of a break even position at year end. The programme included a range of operational schemes and several larger individual schemes to deliver service redesign across both Health and Social Care services. Some of the larger service redesign schemes slipped in their delivery trajectory resulting in a reduced level of efficiencies in year. These schemes will deliver their planned savings in full in 2024/25. Some of the planned schemes did not deliver their efficiencies at all

Regular Finance Reports to the IJB forecast an overspend at the year end and in October 2024 the IJB agreed to release its remaining General Reserves to support pressures within Health delegated functions in-year.

In December 2024 the IJB was presented with a paper outlining the risks in adhering to Professional Standards associated with the current and planned programme of fiscal recovery actions, associated efficiencies and service reductions across East Lothian Health and Social Care Partnership (HSCP), as assessed by professional leads for Social Work, Allied Health Professionals and Nursing and the Clinical Director.

In response to the financial pressures of current and projected budget overspends East Lothian HSCP management team and service managers developed recovery plans for all services managed and hosted by East Lothian HSCP throughout 2024/25. This has involved scrutiny of all aspects of budget spend across all services to deliver savings. In year it was not possible to deliver all savings plans whilst still delivering safe and effective services. The safety and wellbeing of service users, patients and their carers remains of paramount

importance and the IJB agreed that continued efforts would be made to ensure efficiency in service delivery, but that any further pressure on the IJB budget in order to deliver a balanced budget, may reduce the ability to achieve positive health and wellbeing outcomes for East Lothian residents.

At the year end the IJB had an in-year overspend in both its health and social care delegated functions. In addition to the planned release of reserves the IJB received a further non-recurring allocation of £794,000 from NHS Lothian at the end of the year to fund the year end overspend recorded within the Health delegated functions, and a further £2,803,000 of non-recurring funding from East Lothian Council at the end of the year to fund the year end overspend within the Council delegated functions. Taking these additional non-recurring allocations into account the IJB broke even at the year end. The table below summarises the year end position and how it was arrived at.

Year-end Position	Health £000's	Social Care £000's	Notes
Income	162,193	69,046	1
Expenditure	165,845	71,869	2
Surplus/ (Deficit)	(3,652)	(2,823)	
Planned use of reserves	2,858	20	3
Operational Position	(794)	(2,803)	
Additional Funding	794	2,803	4
Position at Year end	0	0	

Notes

1. This is the income received from the partners (East Lothian Council and NHS Lothian) in 2024/25 prior to receipt of additional allocations from both partners to support the year-end position.
2. This is the expenditure incurred by the partners in the delivery of the IJB's delegated functions for 2024/25.
3. The IJB carried funding from 2023/24 which it planned to use in 2024/25 through its reserves. This funding has been used as planned in 2024/25. The Health balance includes the release of £3,096,000 of General Reserves.
4. Both partners made additional non-recurrent allocations to the IJB in 2024/25 in order to allow the IJB to break even overall.

Funding for the Integration Joint Board

The IJB is funded exclusively by its partners – East Lothian Council and NHS Lothian – to deliver functions (also known as services) that the partners have delegated to the IJB. The funding from NHS Lothian is split into 3 broad areas:

- **Core Funding** – this is funding for health services delivered directly in East Lothian. This includes the running costs of local hospital services (e.g. staffing, infrastructure, medical supplies) and community health services, Medical General Practitioners services (local GPs), and a share of other primary care services (General Ophthalmic Services, General Dental Services and General Pharmaceutical Services).
- **Hosted Funding** – the funding for the East Lothian share of services delivered and managed on a pan-Lothian basis by NHS Lothian. For example Sexual Health services based at Chalmers Hospital.
- **Set Aside Funding** – this is the budget ‘set-aside’ by NHS Lothian on behalf of the IJB representing East Lothian’s share of delegated unscheduled care services managed by NHS Lothian’s Acute Services and delivered at the Royal Infirmary of Edinburgh, The Western General Hospital and St John’s Hospital at Livingston. These services are listed below:
 - Accident and Emergency
 - Cardiology
 - Diabetes
 - Endocrinology
 - Gastroenterology
 - General Medicine
 - Geriatric Medicine
 - Rehabilitation Medicine
 - Respiratory Medicine
 - Various support services for the above

East Lothian Council’s funding is for the delivery of Adult Social Care services.

The IJB receives funding offers from its partners each year, which it assesses, and bases its acceptance on Scottish Government guidance issued as part of its own budget setting process. At its March 2025 meeting the IJB accepted the offer from East Lothian Council. Following its Board meeting in April 2025 NHS Lothian made its final funding offer to the IJB which the IJB accepted at its May 2025 meeting.

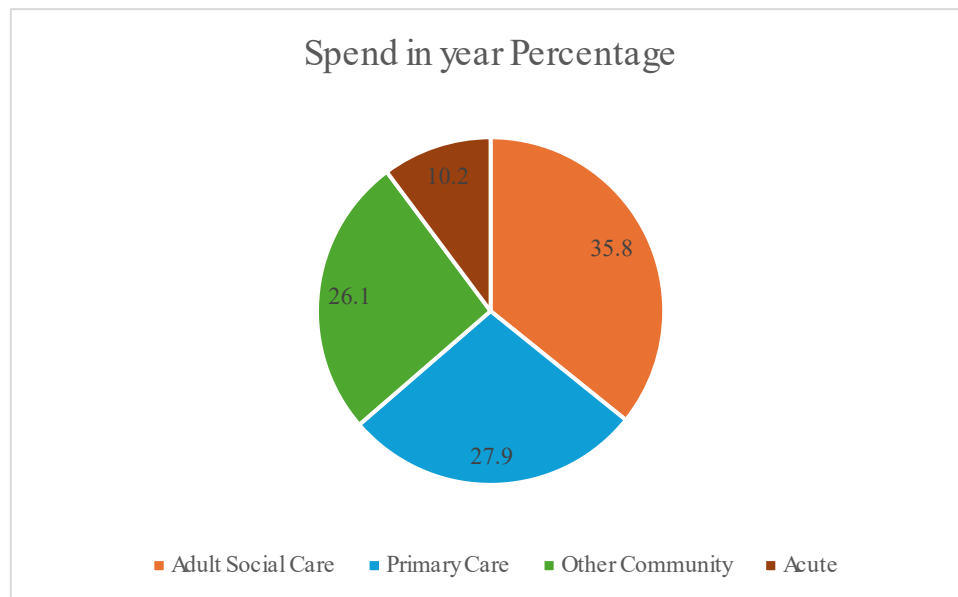
Reserves

The IJB held an opening Reserves balance of £4,343,000 on 1 April 2024, comprising a General Reserve of £3,096,000 and Earmarked Reserves of £1,248,000. During the year further Earmarked funding was received and planned use of Earmarked funds was actioned, leaving a balance on the Earmarked Reserve of £1,466,000. The agreed release of the remaining General Reserve balance to support the IJB’s financial position in year means the IJB no longer holds a General Reserve which will increase the financial risk going forward.

IJB Spending Profile

The Chart below shows how the IJB has spent its funds in 2024/25. The services are grouped under 4 main areas of spend:

- Adult Social Care including funding for elements of service funded through NHS income
- Primary Care Services (GPs, GP Prescribing, Community Pharmacists, Community Opticians, Community Dental services)
- Other Community Health services (local community hospitals, community nursing services, community allied health professionals and East Lothian's share of pan-Lothian hosted services)
- Acute Services (East Lothian's share of the Acute Services delegated to IJBs)



Consideration of the 2025/26 and projected financial position

The IJBs Five Year Financial Plan was updated and presented to the March 2025 IJB meeting along with the partner funding offers and a budget setting proposal which enabled the IJB to agree and set a balanced budget for 2025/26.

The balanced budget position reflects the following:

- The funding offers from the partners were fair and the level of additional resources received from the partners was higher than it had been in recent years, enabling the IJB to address some of the underlying pressures within overspending services.
- A robust programme of planned efficiencies totalling £4,170,000, including the full year effect of some of the service redesign schemes identified and partially delivered in 2024/25.

The work to enable a balanced budget to be set identified a range of financial risks and challenges that have been shared with the IJB and that will have to be managed should they occur.

The provision of regular monthly finance reports to the IJB providing robust timely financial information will highlight the need for additional efficiencies should a break-even position not be forecast.

Looking beyond 2025/26 the IJB's Five Year Financial Plan projected a challenging local and national financial landscape with a number of risks and uncertainties:

Population Growth

- the growth in the population of East Lothian in recent years is expected to continue, increasing the demand for services
- the aging demographic of East Lothian inhabitants is also expected to increase the demand for services
- there is a risk that funding will not increase in line with demand leading to new or increased pressures in future years.

Workforce

- the availability and retention of suitably skilled staff continues to be a challenge for Health and Social Care services. A revised Workforce Plan for 2025-2028 will provide a framework for the development of future staffing models.

National Financial Landscape

- In setting its budget for 2025/26 the Scottish Government have indicated an intent to progress with reform within Health and Social Care placing increased emphasis on a stepped change in service redesign. This requires further focus on transformational change within IJBs, greater forward planning and collaborative working to ensure the best outcomes for the population of East Lothian.

Andrew Cogan
Chair

Fiona Wilson
Chief Officer

Mike Porteous
Chief Finance Officer

Statement of Responsibilities

Responsibilities of the Integration Joint Board

The Integration Joint Board is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that the proper officer of the board has responsibility for the administration of those affairs (section 95 of the Local Government (Scotland) Act 1973). In this authority, that officer is the chief finance officer.
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- Ensure the Annual Accounts are prepared in accordance with legislation (The Local Authority Accounts (Scotland) Regulations 2014), and so far as is compatible with that legislation, in accordance with proper accounting practices (section 12 of the Local Government in Scotland act 2003).
- Approve the Annual Accounts for signature.

I confirm that these Annual Accounts were approved for signature at a meeting of the Audit & Risk Committee on tbc.

Signed on behalf of East Lothian Integration Joint Board

Andrew Cogan
Chair

Responsibilities of the Chief Finance Officer

The Chief Finance Officer is responsible for the preparation of the IJB's Annual Accounts in accordance with proper practices as required by legislation and as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Accounting Code).

In preparing the Annual Accounts, the Chief Finance Officer has:

- Selected suitable accounting policies and then applied them consistently
- Made judgements and estimates that were reasonable and prudent
- Complied with legislation
- Complied with the local authority Accounting Code (in so far as it is compatible with legislation).

The Chief Finance Officer has also:

- Kept proper accounting records which were up to date
- Taken reasonable steps for the prevention and detection of fraud and other irregularities.

I certify that the financial statements give a true and fair view of the financial position of the East Lothian Integration Joint Board at the reporting date and the transactions of the East Lothian Integration Joint Board for the year ended as at 31 March 2025.

Mike Porteous
Chief Finance Officer

Remuneration Report

Introduction

This Remuneration Report is provided in accordance with the Local Authority Accounts (Scotland) Regulations 2014. It discloses information relating to the remuneration and pension benefits of specified IJB members and staff.

The information in the tables below is subject to external audit. The explanatory text in the Remuneration Report is reviewed by the external auditors to ensure it is consistent with the financial statements.

Remuneration: IJB Chair and Vice Chair

The voting members of the IJB are appointed through nomination by East Lothian Council and NHS Lothian Board. Nomination of the IJB Chair and Vice Chair post holders alternates between a Councillor and a Health Board representative.

The IJB does not provide any additional remuneration to the Chair, Vice Chair or any other board members relating to their role on the IJB. The IJB does not reimburse the relevant partner organisations for any voting board member costs borne by the partner. Neither the Chair nor the Vice Chair appointments had any taxable expenses paid by the IJB in 2024/25. The Chair of the IJB at March 2025 was Councillor Shamin Akhtar (East Lothian Council) and the Vice Chair was Andrew Cogan (Non-executive director, Lothian Health Board)

The IJB does not have responsibilities, either in the current year or in future years, for funding any pension entitlements of voting IJB members. Therefore no pension rights disclosures are provided for the Chair or Vice Chair.

NHS Lothian no longer automatically offers another full day's remuneration for being the Board's Lead Voting Member on an IJB. Instead, non-executive remuneration is based on an individual's overall estimated time commitment, which can include multiple memberships of Board committees and IJBs as well as other responsibilities, not just as committee chairs or lead voting members of the IJBs. No specific remuneration is therefore available for the vice chair of the IJB.

Remuneration: Officers of the IJB

The IJB does not directly employ any staff in its own right, however, specific post- holding officers are non-voting members of the Board.

Chief Officer

Under section 10 of the Public Bodies (Joint Working) (Scotland) Act 2014 a Chief Officer for the IJB has to be appointed and the employing partner has to formally second the officer to the IJB. The employment contract for the Chief Officer will adhere to the legislative and regulatory framework of the employing partner organisation. The remuneration terms of the Chief Officer's employment are approved by the IJB.

The Chief Officer of the IJB is Fiona Wilson. Fiona has a joint role as Director of Health and Social Care for East Lothian Council and the Joint Director of the East Lothian Partnership. As in previous years it has been agreed, 50% of total remuneration is to be shown in the accounts of the IJB as the remuneration as the Chief Officer of the IJB.

Chief Finance Officer

Although the costs of the Chief Finance Officer are not included in the charges made to the IJB by either partner, given the S95 role of the Chief Finance Officer and in the interests of transparency, the remuneration of the Chief Finance Officer is included below. During 2024/25 the role of the Chief Finance Officer was filled on an interim basis by David King until 6 December 2024. For the period 1 April 2024 to 6 December 2024 the Chief Finance Officer was remunerated by NHS Lothian but was not superannuated. David King also undertook the role of Chief Finance Officer for Midlothian IJB. NHS Lothian have provided the total costs of having employed David King during this time and half of these costs will be shown here (the other half shows in Midlothian IJB). From 16 December the role of Chief Finance Officer was undertaken by Mike Porteous on an interim basis. Following a formal interview process Mike Porteous was permanently appointed to the Chief Finance Officer post on 3 March 2025 and has 2 roles – the IJB’s Chief Finance Officer and an operational role in NHS Lothian’s finance department as a Finance Business Partner. Accordingly 50% of the total remuneration for Mike Porteous has been charged to East Lothian IJB.

Other Officers

No other staff are appointed by the IJB under a similar legal regime. Other non-voting board members who meet the criteria for disclosure are included in the disclosures below.

Total for	Senior Employees	Total for
2023/24	Salary, Fees & Allowances	2024/25
£		£
53,564	Fiona Wilson, Chief Officer	60,577
15,038	Claire Flanagan, Chief Finance Officer	0
10,272	David King, Interim Chief Finance Officer	23,522
0	Mike Porteous, Chief Finance Officer	12,283

David King ceased employment on 6th December 2024. He was remunerated through the NHS Lothian Staff bank arrangement.

Mike Porteous commenced on 16 December 2024. His full year equivalent is £42,294 in 2024/25.

In respect of officers’ pension benefits, the statutory liability for any future contributions to be made rests with the relevant employing partner organisation. On this basis there is no pensions liability reflected on the IJB balance sheet for the Chief Officer or any other officers.

Pension Disclosure

The IJB however has responsibility for funding the employer contributions for the current year in respect of the officer time spent on fulfilling the responsibilities of their role on the IJB. The following table shows the IJB's funding during the year to support officers' pension benefits. The table also shows the total value of accrued pension benefits which may include benefits earned in other employment positions and from each officer's own contributions.

	Employer Pension Contributions			Accrued Pension Benefits at	
	For year to				
	31/03/2024	31/03/2025		31/03/2024	31/03/2025
	£k	£k		£k	£k
Claire Flanagan	9	0	Pension	22	0
			Lump Sum	55	0
Fiona Wilson	22	27	Pension	35	42
			Lump Sum	93	106
Mike Porteous		6	Pension		33
			Lump Sum		85

Disclosure by Pay Bands

Pay band information is not separately disclosed as all staff pay information has been disclosed in the information above.

Exit Packages

The IJB did not support nor did it direct to be supported by its partners for any exit packages during 2024/25.

Andrew Cogan
Chair

Fiona Wilson
Chief Officer

Annual Governance Statement

East Lothian IJB

Introduction

The Annual Governance Statement explains the ELIJB's governance arrangements and system of internal control and reports on their effectiveness.

Scope of Responsibility

The ELIJB is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for and used economically, efficiently and effectively.

To meet this responsibility, the ELIJB has established arrangements for governance which includes a system of internal control. The system is intended to manage risk to support the achievement of the ELIJB's policies, aims and objectives. Reliance is also placed on NHS Lothian and East Lothian Council's (the partners) systems of internal control that support compliance with both organisations' policies and promotes achievement of each organisation's aims and objectives, as well as those of the ELIJB. The system can only provide reasonable and not absolute assurance of effectiveness.

The Governance Framework and Internal Control System

The Board of the ELIJB comprises voting members, nominated by either NHS Lothian or East Lothian Council, as well as non-voting members including a Chief Officer appointed by the Board.

The ELIJB governance processes reflect the changing context of integration and are consistent with the 7 core principles and recommendations of the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government' (2016) and the supporting guidance notes for Scottish authorities. The overall aim of the Framework is to ensure that: resources are directed in accordance with agreed policy and according to priorities; there is sound and inclusive decision making; and there is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities.

The main features of the governance framework and internal control system associated with the seven core principles of good governance defined for the ELIJB Local Code in existence during 2024/25 included:

A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting rule of law

The roles and responsibilities of Board members and statutory officers and the processes to govern the conduct of the Board's business are defined in the Scheme of Integration which was approved by the Board and NHS Lothian in June 2022 and by the Scottish Government in July 2023, which serves as the approved constitution, and Standing Orders, a revision of which was approved by the Board in March 2020, to make sure that public business is conducted with fairness and integrity.

The Ethical Standards in Public Life (Scotland) Act 2000 provides for Codes of Conduct for local authority councillors and members of relevant public bodies. As a Public Body listed in schedule 3 of the Act, the ELIJB is required to produce and for members to adhere to a Code of Conduct, which was adopted by the Board in June 2022 reminders have been provided to the IJB in October 2023 and 2024 and all members have signed the Code of Conduct.

The ELIJB is dependent upon arrangements within the partner organisations for areas such as:

- ensuring legal compliance in the operation of services;
- handling complaints;
- ethical awareness training and whistleblowing policies and procedures;
- staff appointment and appraisal processes which take account of values and ethical behaviour;
- identifying, mitigating and recording conflicts of interest, hospitality and gifts; and
- procurement of goods and services which are sustainable, represent value for money and which reinforce ethical values.

Other areas where the ELIJB places significant reliance on arrangements in place within the partner organisations are set out in the remainder of the statement.

The Chief Officer is responsible for ensuring that agreed procedures are followed and that all applicable statutes and regulations are complied with.

Professional advice on the discharge of duties is provided to the Board by the ELIJB Chief Officer supported by Chief Financial Officer, Chief Internal Auditor and Board Clerk as appropriate.

B. Ensuring openness and comprehensive stakeholder engagement

Board meetings are held in public unless there are good reasons for not doing so on the grounds of confidentiality.

Unless confidential, decisions made by the Board are documented in the public domain.

Community engagement was encouraged as part of the development of the Scheme of Integration and the Strategic Plans of the Health and Social Care Integration Joint Board were developed following consultations with interested parties including members of the public. The Board approved the ELIJB Participation and Engagement Strategy 2023-25 in May 2023.

C. Defining outcomes in terms of sustainable economic, social, and environmental benefits

The vision, strategic objectives and outcomes are reflected in the East Lothian Integration Joint Board Strategic Plan 2022-25 which was approved in September 2022 and has been updated to reflect on-going assessment of need and priorities following public consultation. The new IJB strategic plan is being developed over 2025 with a final version to be agreed in January 2026 taking into account the revised financial and risk context. The plan will be reviewed after 3 years to ensure relevance and if significant change is required as result of financial environment.

Implementation is underpinned by the core and specific directions approved by the ELIJB Board in June 2024 and the ELIJB Strategic Plan – Annual Delivery Plan for 2024-25 also approved by the ELIJB Board in June 2024.

ELIJB Formally adopted the CIPFA FM Code at its meeting in December 2022. Regular review of the financial plans has been ongoing with the review at the ELIJB in April 2024 with the approval of the Revised Five Year financial plan 2024/25.

A Further Revision of the IJB's Five Year Financial Plan was approved by the Board in October 2024. In October 2024 an unusual decision to expend during the financial year the IJB's remaining c. £3.1 million general reserve to support the projected overspends in the IJB's Health budget was approved by a majority vote of the Board. A review of the reserves policy of the IJB is now scheduled for the 2025/26 financial year.

D. Determining the interventions necessary to optimise the achievement of the intended outcomes

In determining how services and other courses of action should be planned and delivered, the ELIJB has a statutory responsibility to involve patients and members of the public. The Board approved the ELIJB Participation and Engagement Strategy 2023-25 in May 2023.

The ELIJB Strategic Plan is based on consultation throughout its review and the approach to developing the 2025-2030 strategic plan was agreed by the ELIJB in February 2025.

The ELIJB has issued Directions to the partners for service delivery in June 2024.

E. Developing the entity's capacity, including the capability of its leadership and the individuals within it

The ELIJB Chief Officer is responsible and accountable to the Board for all aspects of management including promoting sound governance and providing quality information/support to inform decision-making and scrutiny.

Regular meetings are held between the Chief Officer and the Chair and Vice Chair of the ELIJB. The ELIJB Chief Officer also meets regularly with representatives from the partner organisations.

Members of the ELIJB Board are provided with the opportunity to attend Development Sessions relevant to their role.

A 3 year Workforce Plan 2022-25 was created, approved and published in February 2023 to help ensure it has the right people, with the right skills, in the right place, at the right time to support the delivery of its strategic objectives and priorities. A Strategic Workforce Plan 2025-28 has been drafted and is being reviewed through IJB Governance Processes.

F. Managing risks & performance through robust internal control & strong public financial management

The ELIJB Chief Officer has overall responsibility for directing and controlling the partnership to deliver health and social care services. The ELIJB Board is responsible for key decision-making.

The ELIJB has approved a Risk Strategy and Risk Policy through the Audit & Risk Committee in December 2022 and risk reporting continues to each Audit & Risk Committee. However IJB standing orders require the Risk Management Policy and the risk appetite and tolerance levels will be approved and defined by the ELIJB Board which will be completed in 2025.

The ELIJB Chief Financial Officer is responsible for the proper administration of all aspects of the ELIJB's financial affairs including ensuring advice is given to the Board on all financial matters.

The ELIJB's system of internal financial control is dependent upon the framework of financial regulations, regular management information (including Revenue Budget Monitoring reports to the Board), administrative procedures (including segregation of duties), management supervision and systems of delegation and accountability within the partner organisations.

The ELIJB also relies upon the partners for:

- Counter fraud and anti-corruption arrangements; and
- Management of data in accordance with applicable legislation.

G. Implementing good practices in transparency, reporting, and audit to deliver effective accountability

The Shared Chief Internal Auditor of East Lothian Council is the ELIJB's Chief Internal Auditor whose role is to provide an independent and objective annual opinion on the effectiveness of the ELIJB's internal controls, risk management and governance. This is carried out in conformance with the Public Sector Internal Audit Standards for the 2024-25 financial year and will be in conformance with Global Internal Audit Standards as amended for the UK Public Sector.

The ELIJB responds to the findings and recommendations of Internal Audit, External Audit, Scrutiny and Inspection bodies. The ELIJB Audit and Risk Committee is integral to overseeing assurance and monitoring improvements in internal controls, risk management and governance.

An Annual Performance Report for 2024/25 is being prepared to outline progress against strategic objectives over the year. The last Annual Performance Report for 2023/24 was approved by the Board in June 2024.

The Annual Accounts and Report for 2024/25 will set out the financial position in accordance with relevant accounting regulations and is being prepared for submission in draft to the June 2024 Board meeting.

Review of Adequacy and Effectiveness

The ELIJB is required to conduct an annual review of the effectiveness of its governance framework.

The review was informed by: an annual self-assessment carried out by Internal Audit against the ELIJB's Local Code of Corporate Governance; Internal Audit reports for the ELIJB; External Audit reports for the ELIJB; relevant reports by other external scrutiny bodies and inspection agencies; and relevant partners' (NHS Lothian and East Lothian Council) Internal Audit and External Audit reports.

In respect of the three improvement areas of governance identified by the ELIJB in 2024/25, there have been developments during the year in all three of these. Specifically, Structure and Governance Review of Change Boards was implemented through the strategic planning group in January 2025. The HSCP Performance Framework was approved by the IJB Board who are monitoring the implementation of the framework through the performance reports submitted to the Board. The IJB approved a revised Model publication scheme in June 2024 and published the

scheme online in July 2024. Significant work has been ongoing during 2024/25 and continues on the IJB Five Year Financial Plan with regular reporting to the IJB Board. A new full time Chief Finance Officer was approved in December 2024 and appointed in January 2024 to support this process and the delivery of efficiencies across work programmes.

Improvement Areas of Governance

The review activity outlined above has identified the following areas where further improvement in governance arrangements can be made to enhance compliance with the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government' (2016):

- The Internal Audit Report on Recovery Plan Monitoring highlighted that whilst the IJB approved recovery plans and Board members had access to information on the progression of these plans through Development Sessions no formal reporting framework on the delivery of the recovery plans was in place. Some reporting of the delivered savings has been completed within quarterly finance reports during the 2024/25 financial year reporting and this will continue to be enhanced during 2025/26.
- The East Lothian IJB has never formally approved a Local Code of Governance in line with the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government' (2016). As further guidance has recently been published by CIPFA in May 2025 a review of the Local Code of Governance will be completed and presented to the IJB in 2025 for approval.
- The East Lothian IJB Audit & Risk Committee approved a Risk Strategy and Policy following a review in December 2022, however the ELIJB Standing orders require the ELIJB Board to approve the Risk Management Policy and define the risk appetite and associated risk tolerance levels, a formal review is being undertaken and a revised Policy will be submitted for formal approval to the Board in 2025.
- The Revised IJB Five year financial Plan 2025/26 to 2029/30 as presented to the March 2025 ELIJB Board indicates total financial pressures of £30.3m over the plan period. The paper highlighted that recent IJB development sessions have focussed on the need for continued efficiency programmes delivering a combination of Grip and Control and Transformational change schemes which result in recurring savings. The 2025/26 budget requires £4.17 million delivered efficiencies to provide a breakeven position and continued focus on delivering efficiencies both in year and in future years will be required to provide a sustainable financial position for East Lothian IJB.
- Following the decision in the middle of the financial year for East Lothian IJB Board to expend the remaining General Reserve of £3.1 million in support of the Health budgets ELIJB has no General reserves. As a result of the lack of any current general reserves and the challenging financial position a review of the ELIJB reserve policy will be completed during the 2025/26 financial year.

The implementation of these actions to enhance the governance arrangements in 2025/26 will be driven and monitored by the ELIJB Chief Officer in order to inform the next annual review. Internal Audit work planned in 2025/26 is designed to test improvements and compliance in governance.

Conclusion and Opinion on Assurance

It is our opinion that reasonable assurance can be placed upon the adequacy and effectiveness of the EIJB's governance arrangements and system of internal control, while recognising that further improvements are required to fully demonstrate compliance with the CIPFA/SOLACE Framework 'Delivering Good Governance in Local Government' (2016) in order for the EIJB to fully meet its principal objectives. Systems are in place to regularly review and improve governance arrangements and the system of internal control.

Andrew Cogan
Chair

Fiona Wilson
Chief Officer

Independent Auditor's Report

The Independent Auditors Report will be added when it becomes available.

Financial Statements

Comprehensive Income and Expenditure Statement

This statement shows the cost of providing services for the year according to accepted accounting practices. Where the impact on the General Fund is amended by statutory adjustments this is shown in the Movement in Reserves Statement.

Gross Expenditure 2024/25 £000's	Income 2023/24 £000's	Net Expenditure 2023/24 £000's		Gross Expenditure 2024/25 £000's	Income 2024/25 £000's	Net Expenditure 2024/25 £000's
160,470		160,470	Health Delegated	165,845		165,845
66,930		66,930	Social Care Delegated	71,869		71,869
227,400	0	227,400	Cost Of Services	237,714	0	237,714
	(221,621)	(221,621)	Taxation & non- specific grant Income		(234,837)	(234,837)
227,400	(221,621)	5,779	(Surplus)/Deficit on Provision of Services	237,714	(234,837)	2,877
5,779			Total Comprehensive (Income) and Expenditure		2,877	

Movement in Reserves Statement

This Statement shows the movement in the year on the different reserves held by the East Lothian IJB.

	General Fund Balance £000s	Total Usable Reserves £000s
Movement in Reserves during 2023/24:		
Opening Balance as at 1/4/2023	(10,122)	(10,122)
Total Comprehensive Income or Expenditure in 2023/24		
Surplus/(Deficit) on Provision of Services	5,779	5,779
Closing Balance as at 31/3/2024	(4,343)	(4,343)
Movement in Reserves during 2024/25:		
Opening Balance as at 1/4/2024	(4,343)	(4,343)
Total Comprehensive Income or Expenditure in 2024/25		
Surplus/(Deficit) on Provision of Services	2,877	2,877
Closing Balance as at 31/3/2025	(1,466)	(1,466)

Reserves

The Integration Joint Board is permitted to set aside future amounts of reserves for future policy purposes. These reserves normally comprise funds that are set aside for specific purposes; and funds which are not earmarked for specific purposes but are set aside to deal with unexpected events or emergencies. They are created by appropriating amounts out of revenue balances. When expenditure to be funded from a reserve is incurred, it is charged to the appropriate service in that year and thus included in the Comprehensive Income and Expenditure Statement. Movements in reserves are reported in the Movement in Reserves Statement.

Useable Reserves

East Lothian IJB had both a general reserve which can be used to mitigate financial consequences of risks and other events impacting on the IJB's resources and an earmarked reserve which contains funds earmarked for specific purposes. East Lothian IJB has an earmarked reserve which can be used to mitigate financial consequences of risks and other events impacting on the specific project budget.

Balance Sheet

The Balance Sheet shows the value, as at 31 March 2025, of the assets and liabilities recognised by the Board. The net assets of the Board are matched by the reserves held.

2023/24 Total £000's		2024/25 Total £000's
	Current Assets	
4,343	Short Term Debtors	1,466
	Current Liabilities	
	Short Term Creditors	
4,343	Total Assets less current Liabilities	1,466
	Capital and Reserves	
4,343	General Fund	1,466
4,343	Total Reserves	1,466

The unaudited accounts were authorised for issue on 26th June 2025.

Mike Porteous
Chief Finance Officer

Notes to the Financial Statements

1. Significant Accounting Policies

General Principles

The Financial Statements summarises the IJB's transactions for the 2024/25 financial year and its position at the year-end of 31 March 2025.

The IJB was established under the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014 and is a Section 106 body as defined in the Local Government (Scotland) Act 1973.

The Financial Statements are therefore prepared in compliance with the Code of Practice on Local Authority Accounting in the United Kingdom 2024/25, supported by International Financial Reporting Standards (IFRS), unless legislation or statutory guidance requires different treatment.

The accounts are prepared on a going concern basis, which assumes that the IJB will continue in operational existence for the foreseeable future. The historical cost convention has been adopted.

Accruals of Income and Expenditure

Activity is accounted for in the year that it takes place, not simply when settlement in cash occurs. In particular:

- Expenditure is recognised when goods or services are received and their benefits are used by the IJB
- Income is recognised when the IJB has a right to the income, for instance by meeting any terms and conditions required to earn the income, and receipt of the income is probable
- Where income and expenditure have been recognised but settlement in cash has not taken place, a debtor or creditor is recorded in the Balance Sheet
- Where debts may not be received, the balance of debtors is written down.

It should be noted that the above principles are those applied by the partners (NHS Lothian and East Lothian Council). The IJB has funded these partners to deliver the delegated functions and these partners have charged the IJB as above.

Funding

The IJB is wholly funded through funding contributions from the statutory funding partners, East Lothian Council and NHS Lothian. Expenditure is incurred in the form of charges by the partners.

Cash and Cash Equivalents

The IJB does not operate a bank account or hold cash. Transactions are settled on behalf of the IJB by the funding partner. Consequently the IJB does not present a 'Cash and Cash Equivalent' figure on the Balance Sheet.

The funding balance due to or from each funding partner as at 31 March is represented as a debtor or creditor on the IJB's Balance Sheet. Where income and expenditure have been recognised but settlement in cash has not taken place, a debtor or creditor is recorded in the Balance Sheet.

Employee Benefits

The IJB does not directly employ staff. Staff are formally employed by the partners who retain the liability for pension benefits payable in the future. The IJB therefore does not present a Pensions Liability on its Balance Sheet.

The IJB has a legal responsibility to appoint a Chief Officer. More details on the arrangements are provided in the Remuneration Report.

Provisions, Contingent Liabilities and Contingent Assets

Provisions are liabilities of uncertain timing or amount. A provision is recognised as a liability on the balance sheet when there is an obligation as at 31 March due to a past event, settlement of the obligation is probable, and a reliable estimate of the amount can be made. Recognition of a provision will result in expenditure being charged to the Comprehensive Income and Expenditure Statement and will normally be a charge to the General Fund.

A contingent liability is a possible liability arising from events on or before 31 March, whose existence will only be confirmed by later events. A provision that cannot be reasonably estimated, or where settlement is not probable, is treated as a contingent liability. A contingent liability is not recognised in the IJB's Balance Sheet but is disclosed in a note where it is material.

A contingent asset is a possible asset arising from events on or before 31 March, whose existence will only be confirmed by later events. A contingent asset is not recognised in the IJB's Balance Sheet but is disclosed in a note only if it is probable to arise and can be reliably measured.

The IJB has no provisions, contingent liabilities or contingent assets at 31 March 2025.

Reserves

The IJB's only Useable Reserve is the General Fund. The balance of the General Fund as at 31 March shows the extent of resources which the IJB can use in later years to support service provision. As noted above, the IJB had reserves of £1,466,000 at 31 March 2025.

Indemnity Insurance

The IJB has indemnity insurance for costs relating primarily to potential claim liabilities regarding Board member and officer responsibilities. NHS Lothian and East Lothian Council have responsibility for claims in respect of the services that they are statutorily responsible for and that they provide. The IJB holds separate indemnity insurance through its membership of the CNORIS scheme; the charge for this in 2024/25 was £3,000.

Unlike NHS Boards, the IJB does not have any 'shared risk' exposure from participation in CNORIS. The IJB participation in the CNORIS scheme is therefore analogous to normal insurance arrangements.

Known claims are assessed as to the value and probability of settlement. Where it is material the overall expected value of known claims taking probability of settlement into consideration is provided for in the IJB's Balance Sheet.

The likelihood of receipt of an insurance settlement to cover any claims is separately assessed and, where material, presented as either a debtor or disclosed as a contingent asset.

2. Events After the Reporting Period

The Annual Accounts were authorised for issue by the IJB. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2025, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

3. Short Term Debtors

The IJB's short term debtors are broken down as follows:

	2023/24 £000's	2024/25 £000's
Funding due from NHS Lothian	4,205	1,348
Funding due from East Lothian Council	138	118
Total	4,343	1,466

Amounts owed by the East Lothian Council are stated on a net basis; that is the creditor balances relating to expenditure obligations incurred but not yet settled in cash terms are offset against the funds they are holding on behalf of the IJB.

4. Reserves

The IJB's useable reserve is broken down as follows:

	2023/24 £000's	2024/25 £000's
Sexual Health	39	0
Learning Disabilities Health Checks	72	0
Mental Health Recovery & Renewal	279	279
Community Living Change Fund	45	0
Community Development	720	0
Carers	93	118
Unscheduled Care	0	1,069
Earmarked General Fund Reserves	1,247	1,466
Uncommitted General Fund Reserves	3,096	0
Total Usable Reserves	4,343	1,466

5. Taxation and Non-Specific Grant Income

2023/24 £000's		2024/25 £000's
63,809	Contributions from East Lothian Council	71,850
157,812	Contributions from NHS Lothian	162,987
221,621	Total	234,837

The contributions received by East Lothian IJB represent the funding provided by the Partners (East Lothian Council and NHS Lothian).

6. Corporate Services

Included in the above costs are the following corporate services:

2023/24 £0		2024/25 £0
54	Staff (Chief Officer)	61
3	CNORIS	3
33	Audit Fee	34
90	Total	£98

Note – the Audit fee above is in relation to the fee for the external audit for 2024/25. The appointed auditor did not provide any non-audit services during the year.

7. Related Party Transactions

As partners with the East Lothian Integration Joint Board both East Lothian Council and NHS Lothian are related parties and the material transactions with these bodies are disclosed in these accounts. While the IJB is not charged by its partners for the costs of its CFO, the IJB is charged by both partners for the costs of the Chief Officer.

There are elements of expenditure which are shown against NHS Lothian but where the resources are used by social care services delivered by East Lothian Council, being Resource Transfer and the Social Care fund. Resource Transfer relates to funds which have been agreed to be moved annually from health to support social care services and the social care fund is an investment in social care made through a Scottish Government allocation but which was actioned through the NHS. These funds total £10.9m.

2023/24 Income £000's		2024/25 Income £000's
157,812	NHS Lothian	162,987
63,809	East Lothian Council	71,850
221,621	Total	234,837

2023/24 Expenditure £000's		2024/25 Expenditure £000's
160,470	NHS Lothian	165,845
66,930	East Lothian Council	71,869
227,400	Total	237,714

2023/24 Net Transactions £000's		2024/25 Net Transactions £000's
(2,658)	NHS Lothian	(2,857)
(3,121)	East Lothian Council	(20)
(5,779)	Total	(2,877)

2023/24 Debtors £000's		2024/25 Debtors £000's
4,205	NHS Lothian	1,348
138	East Lothian Council	118
4,343	Total	1,466

8. VAT

The IJB is not a taxable entity and does not charge or recover VAT on its functions. The VAT treatment of expenditure and income within the accounts depends upon which of the partners is providing the services as these bodies are treated differently for VAT purposes.

REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: Carers' Strategy Year 2 Update

8

1 PURPOSE

- 1.1 To update the IJB on work towards the Outcomes in East Lothian's Carers strategy 2023-2026
- 1.2 To highlight the proposed legislation giving every carer the "Right to a Break"

2 RECOMMENDATIONS

The IJB is asked to:

- 2.1 Note progress towards stated Outcomes in Year 2 (2024-25), as summarised in section 3.4 and details within appendix 1
- 2.2 Note proposed action plan for continuing work in Year 3 (2025-26), within appendix 2

3 BACKGROUND

- 3.1 The Carers Act (Scotland) 2016 introduced a number of duties on Local Authorities including preparation and publication of a local carers' strategy.
- 3.2 Funding is received from Scottish Government via the Local Authority, to the IJB, to support implementation of the act and expansion of carer support services at a local level. Carers Act funding received by the IJB totalled £1.549 million in 2024/25
- 3.3 East Lothians Carers Strategy 2023-26 is ELHSCP's second local carers strategy developed in consultation with local carers and carers representatives, it can be viewed on the HSCP web pages https://www.eastlothian.gov.uk/downloads/file/28027/east_lothian_care_rs_strategy_2023_to_2026

Progress Towards Outcomes

Outcome 1 - Carers are identified and can access support

- 3.4 Both East Lothian's Adult and Young Carers services continue to identify new carers every year, Carers of East Lothian (CoEL) provide active support to over 1500 carers every year, 600 of these are new to the organisation each year. East Lothian Council's Young Carers Service continue to help young people identify as carers; new registrations have reached 270 in 2024/'25 with over 700 young carers now registered with the service.
- 3.5 This year the Young Carers service launched an Identification Card for young carers, ensuring they are recognised and valued as well as giving them access to local offers and discounts.
- 3.6 In 2024/'25 the HSCP supported the pilot of a hospital-based carer support worker to identify more carers of people in East Lothian Community Hospital and ensure they are meaningfully included in hospital discharge planning. This role has been highly valued by carers and staff, creating an independent party who can advocate for carers rights and facilitate communication between carers and hospital staff giving better outcomes for everyone. Due to the success of this project funding has been agreed by the Carers Programme Board to continue over the next two years.

Outcome 2 – Carers are well informed and have access to information and advice.

- 3.7 An open tender was issued in January 2025 for providers to bid for the contract to provide adult carer support services across East Lothian for up to six years. Carers of East Lothian were again successful in securing this contract providing sustainability for carer advice, information and support services and providing the “one stop shop” carers have asked for.
- 3.8 Work has been ongoing to ensure information is available to carers at the time they need it and in a format they can access, different ways of sharing information have been used including; production of a carers rights video for carers rights day in November 2024, in person carer education sessions through Alzheimer's Scotland Dementia cafes and education and well-being sessions for carers such as positive parenting and empowerment workshops.
- 3.9 Welfare rights advice is available to all carers, in the last 6 months 289 carers received welfare rights advice and a further 202 accessed CoEL's benefits enquiry helpline. East Lothian Councils financial inclusion team can offer support where there are issues around access to benefits.

Outcome 3 - Carers are supported to maintain their own physical, emotional, and mental well-being.

- 3.10 The revised Adult Carer Support Plan (ACSP) has been in use for over a year and with its introduction progress has been made to ensure this

is the basis for a good conversation focused on what matters most to the carer and what kind of support will make a difference to them.

- 3.11 Carers have access to a wide range of opportunities for peer support with groups in local areas and with specific focus, new groups in this year include Men who care, Venturing Outs outdoor adventure group and MILANs carer support group for people from Southeast Asian Communities.
- 3.12 Carers have access to counselling through the carers centre and many wellbeing activities. They can access funding to support wellbeing through 'Time for Me' or individual carer grants from the HSCP.

Outcome 4 – Breaks from caring are timely and regularly available.

- 3.13 Access to breaks remains a priority with feedback from local carers and national reports highlighting that too few carers have access to the breaks they need to maintain their own health and well-being and achieve a balance between caring and other things that are important to them.
- 3.14 In 2024/'25 HSCP funding for breaks through Carers of East Lothians (CoEL) 'Time for Me' contribution was increased to £50,000 reflecting the need for this early and preventative support. CoEL launched as a *Respite* partner in 2024 and even with being a small Local Authority area and starting in June East Lothian had the 4th highest number of Respite breaks taken in Scotland.
- 3.15 Carers Act funding continues to be invested in local organisations best placed to support breaks from caring, such as Day centres for older people, Leuchie's at Home service and through Volunteer Centre East Lothians Community First project.
- 3.16 East Lothian Councils Young Carers Service continue to extend and diversify the breaks available to young people with caring responsibilities, in this year adding; Fostering compassion, Karele equine therapy, Dukes art school and Yarrow cookery school.

Outcome 5 – Carers are supported to have a life outside of their caring role and can achieve a balance between caring and other aspects of their lives.

- 3.17 The review of East Lothians Carers eligibility criteria highlighted the importance of being able to achieve a balance as a key outcome in supporting carers, linking closely with access to breaks.
- 3.18 The focus in this year has been on carer awareness in employers, making more businesses carer aware and offering support to carers, promoting the Carer Positive awards and carers rights/ needs with our local employability supports. The YCS has been working with schools to increase understanding of competing demands on Young Carers time and supported Young Carers Action Day theme of "Give me a break". The partnership

celebrated Knox academy being recognised with the first school to receive a [We Care Awards](#) in East Lothian.

Outcome 6 – Carers and young carers are respected as Equal Partners, involved in planning and delivering care and support for those they care for and their voices are heard and supported

- 3.19 CoEL continue to deliver Think Carer training aimed at professionals supporting carers and are designing a bite size input suitable for team meetings to act as an introduction to the topic, we also promote NHS Education for Scotland Equal Partners in Care modules.
- 3.20 Local carers voices have been promoted through communication campaigns sharing carers stories and for example in our carers' rights campaign video.
- 3.21 Carers voices are heard and represented through different networks such as the Carers programme board, the Mental Health Partners Group and the Children and Young Peoples forum and carers feedback has been meaningfully included in the HSCP impact assessment process.
- 3.22 Engagement with CoEL's carers panel and the Young Carers forum is ongoing to ensure carers voices are heard and central to planning locally.
- 3.23 Carers are included in planning for new models of support, for example in the Meeting Centre development project.

Outcome 7 – Local communities are supported to be carer friendly

- 3.24 The HSCP have a communications plan and take opportunities to promote carer awareness through campaigning and information sharing.
- 3.25 The Carers Change Board continued to oversee developments around carer support and has an advisory role in agreeing use of the Carers Act budget allocation from Scottish Government. A number of local organisations and groups were funded in 2024/'25 to expand local carer support in their communities including Dunbar Dementia Carers, MILAN, Thrive, Circle and Venturing Out.

4 ENGAGEMENT

- 4.1 Engagement with carers and representatives was key to informing the development of the strategy.
- 4.2 An update was presented to members of the Carers of East Lothian Carers panel on the 8th of May 2025
- 4.3 Carers of East Lothian now survey members annually and share results with the HSCP to inform strategy development and priority setting.
- 4.4 Engagement on specific projects is ongoing, for example around holiday provision for carers of children with additional support needs

- 4.5 The Carers Programme board is very active and has good representation of Carers, Carers of East Lothian, HSCP and Council staff.

5 POLICY IMPLICATIONS

- 5.1 N/A

6 INTEGRATED IMPACT ASSESSMENT

- 6.1 The subject of this report has been through the Integrated Impact Assessment process and no negative impacts have been identified.

[Carers Strategy 2023 Integrated Impact Assessment | East Lothian Council](#)

7 DIRECTIONS

- 7.1 Carers strategy implementation is supported by IJB direction 14 a -NHS Lothian and East Lothian Council to support the delivery of the outcomes contained in the [East Lothian Carers Strategy \(2023-26\)](#) and the associated [Action Plan](#) in order to meet the needs of both adult and young carers (Revised October 2023).

8 RESOURCE IMPLICATIONS

- 8.1 Financial – All funding is through Scottish Government Carers Act funding stream which was passed to ELIJB via East Lothian Council.
- 8.2 Personnel – N/A
- 8.3 Other – N/A

9 BACKGROUND PAPERS

<https://www.eastlothian.gov.uk/downloads/file/28027/east-lothian-carers-strategy-2023-to-2026>

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APPENDIX/APPENDICES

Carers strategy action plan update 2024/'25 "We said, we did"

Carers Strategy draft Action Plan 2025/'26



East Lothian Carers Strategy – Action Plan 2024-‘25

We said, we did...

The East Lothian Carers Strategy was developed with the intention of supporting carers to manage their caring responsibilities with confidence and in good health, and that they are able to have a life of their own.

While the strategy outlines our vision for carers and the seven outcomes we want to achieve, the Action Plan outlines the practicalities of how these will be delivered. Implementation of the actions within the plan will be led by the Carers Change Board, with support and feedback from carers and carers representatives.


Work on these actions will take place over this year and will only be achieved by continuing to build on the joint working that is already taking place, not just with our local carers organisations but with departments across the council, the NHS, and the wider community.

Outcome 1: Carers are identified and can access support		
We said	We did	Who/Co-ordinator
Implement audit process for completed ACSP's including feedback mechanism for information on where Carers Outcomes cannot be met	In place and discussed as part of contract monitoring. Report on outcomes that cannot be met included as part of audit process not highlighting many as often ACSP submitted at time of request so outcome unknown at that point. Meaningful information should come as part of more regular and embedded review process.	Carers Strategy Officer and CoEL
Continue to use Viewpoint to complete Young Carer Statements and use it to generate reports on YC Wellbeing and UNCRC Outcomes	Viewpoint supported the creation of 260 YCS and 6 monthly reports	Young Carers Service
Continue to make carers information more visible and easily accessible	Continuing, online content reviewed annually as part of carers week campaign or if significant changes	Carers Strategy Officer, Corporate Communications Team
Continue to review and update ELC Young Carers Website to ensure it is visible and easily accessible to all	Website was reviewed on a quarterly basis and new information added as and when required	Coordinator YC, Corporate Communications Team

Outcome 1: Carers are identified and can access support		
We said	We did	Who/Co-ordinator
Develop a communications plan to publicise key messages	Developed annually. Key communications around Carers week, Carers rights day and Young Carers Action Day	Carers strategy officer, Corporate Communications Team
Work with our partners in primary care to encourage carer identification and increase signposting to sources of information and support	Carers strategy officer and young carers co-ordinator both presented at practice managers meeting to make progress towards this outcome. Members of carers panel now working to share examples of good practice and support practices to make small changes that can be effective in supporting carers	ELHSCP and CoEL carers panel
Improve identification of carers in our community hospitals to identify carers, increase recognition of carers value throughout the persons stay and to support successful discharge planning	Ward based hospital link worker role agreed and worker in place from June 2024. Very successful pilot project, feedback shared with Carers change board in Oct 2024 and from ward perspective in April 2025. Funding to develop this role and increase reach through hospital volunteers as Carer Champions agreed for further two year period. Hospital discharge has been the focus of a huge piece of work with additional investment from Scottish Government. Called 'home first', this enhanced approach focuses on assessment and rehabilitation out with the hospital environment making raising awareness of carer involvement even more important at this time. Carer involvement is already a legal duty and well described in relevant policies so focus has been on practice, increasing staff awareness through think carer training and hospital link worker role.	ELHSCP and CoEL
Work within communities to raise awareness of carers, referral pathways and their need for support	Continued promotion of our carer support services through communications direct to the public and with partners.	ELHSCP and partners
Work with our community partners to increase carer identification, including Day centres, sheltered housing, large employers and schools	Focus for this year on employers. Promotion of carer positive events and working with local businesses to raise awareness of unpaid carers through our Proud to Care campaign in carers week 2024 and ongoing as part of the launch of Respite in East Lothian.	ELHSCP and partner organisations

Outcome 1: Carers are identified and can access support		
We said	We did	Who/Co-ordinator
Our Young Carers service will continue their work with Associated Schools Groups and local C&YP services to identify Young Carers	An additional 270 YC were identified.	East Lothian Councils Young Carers Service and Education
Work with children's services to increase identification of Young and Parent Carers in the Childs Planning Process and the role of the named person in particular working closely with schools, health visitors etc	Young Carers Service co-ordinator takes opportunities to increase identification of young and parent carers. Parent carer support workers from CoEL attended children and disabilities team meeting as well as presenting at wider childrens services briefing session to refresh links and raise awareness as well a	ELHSCP and Children's services
Research models of implementation of Carer ID schemes, whether this should be done on local or national level	Discussed with many local areas and partners who have implemented similar schemes. Review showed most efficient way to produce cards is through East Lothian Council Smart Card Team, process to be agreed and begin in 2025/'26. CoEL key to working with local businesses and attracting partnerships to support carers	ELHSCP, national carers organisations and CoEL
Young Carers to decide if ID scheme is a priority now costs established	YC ID process agreed and first cards issued in Feb 25, communications around the launch as part of Young Carers Action Day.	ELHSCP and partner organisations
Consider barriers to different groups identifying and accessing support, including men, different ethnic groups, LGBT people and those with other protected characteristics	Focus on LGBT carers, Young Carers service links with MYPAS to ensure support available for Young Carers with worries around LGBT Promote peer support opportunity for LGBT carers through LGBT Health and Well being lgbthealth.org.uk	ELHSCP and partner organisations

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
We said	We did	Who/Co-ordinator
Continue to commission services to enable all carers in East Lothian to have access to advice and support throughout their carers journey on wide range of issues	New contract awarded to CoEL, through competitive tender process, for adult carer support in East Lothian on a longer term contract to provide stability for carers, beginning in June 2025	ELHSCP
Review these contracts to ensure delivery of quality services to carers	Process already in place for quarterly reporting and contract monitoring with providers. As part of new contract for adult carer support development of Outcome based reporting agreed.	Carers Strategy Officer
Review numbers of Carers accessing advice and information services	1134 individual carers supported in the 6 month period from October 2024 to end of March 2025 Information shared with over 5000 carers through regular mailings.	Carers Strategy Officer
Monitor numbers of ACSP's and YCS being completed	177 ACSP's completed in 2024/'25 Carers accessing advice and information directly as above, in total information for carers shared with over 5000 carers through Carers of East Lothians regular mailing list 260 YCS completed through viewpoint, over 700 Young Carers now registered with the service	Carers Strategy Officer
Look at ways to offer support for carers to manage stress and distress behaviours while supporting people at home	PDS groups led by Alzheimers Scotland are now offered to everyone diagnosed with dementia. Two groups were delivered in different localities over 2024/'25 and 100% of attendees went on to take up the offer of one to one post diagnostic support from Alzheimers Scotland. Explored education around stress and distress with East Lothian Care Home Assessment and Support Team, no capacity within this or the Community Mental Health Team to extend education to carers. Large resource available from NHS Education for Scotland (NES) Responding to distress and distress in dementia resource – guide for carers. Potential to use this as a starting point to developing a smaller resource with support from NHS Lothian dementia nurse consultant.	ELHSCP, Learning and development, ELCHASE team, NHS Lothian, NES

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
We said	We did	Who/Co-ordinator
	 <p>Responding to distress in dementia r</p>	
Continue to develop clear pathways for carers to access both direct support and help developing an Adult Carer Support Plan (ACSP) or Young Carers Statement (YCS)	Continuing, pathways well established and good awareness from teams of how to access these but continue to promote.	Carers Strategy Officer, CoEL, Young Carers Service
Develop range and availability of materials available to Carers, CoEL to launch online peer support forum this year	<p>Increasing range of materials available. Many printed and online resources, additional sources of information include:</p> <p>Carer education programme piloted at Dementia Cafes in 2024/'25</p> <p>Videos for Carers rights day</p> <p>Peer support forum to launch summer 2025</p>	ELHSCP and partner organisations
Continue to provide advice, information and support to maximise incomes for carers (and the people they care for)	<p>ELC's financial inclusion team support aim to ensure people get the financial support they are entitled to and work closely with CoEL as well as other partners such as citizens advice to maximise access to benefits. They have regular contact with CoEL to share information and ensure carer support workers have the information to support carers for example through the financial assessment process for care at home.</p> <p>Carers continue to receive advice, information and support through CoEL's welfare rights service.</p> <p>78 YC families were supported to apply for benefits or issued with small hardship payments from YC budget.</p>	CoEL, Young Carers Service and ELC's Financial inclusion team
Monitor Carers access to benefits through CoEL support services	Over the most recent 6 month reporting period (Oct 2025-March 2025) 289 carers received welfare rights advice from Carers of East Lothian and an additional 202 accessed their benefits enquiry helpline.	Carers Strategy Officer and CoEL
Continue to strengthen our support in line with the principles of Self Directed Support and	<p>Process to improve access to individual budgets in place Nov 2024.</p> <p>Link officer for LcIL encouraging early referrals from social work to support individuals with their rights around Self Directed Support.</p> <p>Updated information on Self Directed Support here:</p> <p>https://www.eastlothian.gov.uk/info/210702/social_care/12855/organising_social_care/2</p>	ELHSCP, SDS improvement plan

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
We said	We did	Who/Co-ordinator
direct Carers to advice on SDS and managing personal budgets through Lothian centre for Inclusive (LcIL) Living		
Ensure Young Carers needs are considered in SDS awards	Issue raised in meetings with Social Work Colleagues. Increasing integrated working with children services through Service and Practice Development Officer. Children and disability team carry out whole family assessment process	ELHSCP, SDS improvement plan
Consider options for ensuring smoother transitions between services for Young Carers becoming Young Adult Carers (typically 18-25)	Need identified at impact assessment session on commissioning process Increased joint working and intergenerational events to introduce YC to adult carer support organisation Specialist support required at this transition, funding agreed to Bridges project to continue their Young Carer support role. Carers organisation considering how to increase offer of support to this group	ELHSCP Young Carers Service, CoEL and ELHSCP Carer support
Consider options for increasing presence of Carers representatives and information at point of diagnosis for different conditions	Carers pathway OT was looking at opportunities but significant period of vacancy in this role so minimal progress.	ELHSCP and partner organisations
Research how other Local Authorities are supporting carers with end of life care planning, for the cared for person and for themselves.	Key outcome of Planning for an Ageing Population engagement work was around palliative and end of life care, the Integration Joint Board accepted these recommendations in full in February 2025 and work will be taken forward by the palliative care strategy group and in line with the National strategy "Palliative Care Matters for all" Full report available here file:///C:/Users/burtm1/Downloads/2025_02_20_Planning_Older_Peoples_Services_Final_Report%20(2).pdf	

Outcome 3: Carers are supported to maintain their own physical, emotional and mental wellbeing		
We said	We did	Who/Co-ordinator
Improved promotion of ACSP's and YCS's, promoting the Carers Right to these	Work to change culture, ACSP as the carers right and a tool to explore what matters to the carer not as a request for service. Introduction of new form has supported this 'good conversation' Video made as part of Carers Rights Day 2024 highlighting right to an ACSP/YCS	ELHSCP, CoEL, Young Carers Service
Support carers to promote their own health through ACSPs or YCSs and regular reviews	Good conversation can help carers prioritise their own health and well being. YC Statement and Review had a number of questions to promote discussion, reflection and personal action planning around YC own health.	Carers Strategy Officer, Young Carers Service
Audit of completed ACSP's	Audit process in place with CoEL Information submitted to Scottish Government under carers census	Carers strategy officer and CoEL
Complete assessment/mapping of local groups, peer/buddy support and activities to assess where there are gaps in terms of conditions/areas. Respond appropriately to address isolation amongst carers through more local groups, peer/buddy support and activities.	Carers of East Lothian offer a comprehensive range of opportunities for peer support across the geographical area and with a focus on different groups such as parent carers and men who care. They listen to suggestions around different groups and respond where demand exists and resource allows. Increasing collaboration with different groups such as MILAN (senior welfare organisation)	Carers Strategy Officer
Work with individuals to ensure that the level and nature of care provided by young carers remains appropriate for their age	YC Statement asks specific questions around YC willingness and ability to care and any concerns are raised with Children's Services.	Young Carers Service and ELC Children's Services

Outcome 3: Carers are supported to maintain their own physical, emotional and mental wellbeing		
We said	We did	Who/Co-ordinator
Continue to review East Lothian Rehabilitation Service's new direct referral pathway for Carers to access an Occupational Therapy assessment in their own home	Vacancy in this pathway has meant pause on referrals. Service considering how group support could facilitate delivery to more carers at an earlier stage.	East Lothian HSCP rehabilitation service
Liaise with local partners around what is offered to carers in terms of support around grief and loss	CoEL secured funding to work with bereavement support services to support delivery of two sessions per month, one in Musselburgh and one on Tranent	
Monitor demand for CoEL counselling services	24 carers accessed counselling services in the last 6 month period, with CoEL allocating further funding from Shared Care Scotland to increase sessional counselling and reduce wait time for counselling	Carers Strategy Officer
Promote carers employability needs in appropriate groups and highlight new local employability structure	Local Employability Partnership restructure. East Lothian Works good relationship with Carers organisation and agreed inclusion of carers in promotional materials to highlight available support. Think Carer session delivered to East Lothian Works staff team.	Carers Strategy Officer, Local Employability Partnership
Employability for Young Carers	Young Carers Service co-ordinator a member of East Lothian Youth Employment Group, a subgroup of the Local Employability Network	
Review training available to HSCP managers to better support staff who juggle work and unpaid caring roles	NHS Lothian take a trauma informed approach and make use of a carer passport for employees so carer situation is understood and doesn't have to be repeated if there is for example a change of personnel or role. Practice shared with ELC Human Resources staff, would need adopted by Council Management Team	
Continue to develop materials to support Young Carers in schools	Ongoing	
Help young carers secure the use of their own rights under additional support for learning legislation via the service My Rights, My Say.	Ongoing	Young Carers Service

Outcome 3: Carers are supported to maintain their own physical, emotional and mental wellbeing		
We said	We did	Who/Co-ordinator
Support Young Carers who are eligible for Education Maintenance Allowance (EMA), Young Carers Grant and Young Scots Young Carer Packages	Supported YC to apply for YC grant. Schools supported YC to apply for Education Maintenance Allowance. All services encouraged Young Carers to apply for Young Scot YC Package. YC Service worked with Young Scot colleagues to improve application process.	Young Carers Service, Education and partner organisations
Provide Young Carers with free Enjoy Leisure membership and active school activities	470 YC benefitted from free enjoy leisure membership and all school aged Young Carers had the option to attend any Active School Activity	
Young Carers are prioritised by local mental health support services	Agreed Young Carers to be priority group but asking Mental health team for evidence.	
Continue to look for new and varied ways of supporting carers well-being to enjoy time alone or with friends and family	Extended the range of opportunities to available to YC and negotiated for key providers to offer discounts or free places. These include Fostering Compassion, Karele, Dukes Art School and Wilder.	ELHSCP, Young Carers Service and CoEL

Outcome 4: Breaks from caring are timely and regularly available		
We said	We did	Who/Co-ordinator
Raise the profile of the importance of breaks from caring in supporting people to stay at home for longer	Communications have focused on creative and flexible breaks and increasing opportunities for breaks from caring by supporting local organisations such as Venturing Out, MILAN and Circle Focus on language and full range of opportunities for breaks, time for yourself, to do something you enjoy or to rest.	ELHSCP, CoEL, Corporate Communications team

Outcome 4: Breaks from caring are timely and regularly available		
We said	We did	Who/Co-ordinator
Review replacement care guidelines within social work to ensure these are applied consistently giving equity of service and consider Young Carers needs	Replacement care policy published along with impact assessment report. Link to carers eligibility criteria and individual budget next step. Development needed to include consideration of Young Carers needs	Carers Strategy Officer and adult wellbeing
Consider Young Carers needs in relation to replacement care and access to SDS options	See above	Carers Strategy Officer and YCS coordinator
Monitor innovative solutions to 'breaks from caring' through participation in Shared Care Scotland's promoting variety programme and Health Improvement Scotland events	Ongoing	Carers Strategy Officer
Continue to fund specialist short breaks support for carers so that all carers have access to information and advice on breaks from caring	Increased funding from HSCP agreed and available through Carers of East Lothians Time for me grants.	Carers Strategy Officer/ Building better breaks advisory group
Develop brokerage support around breaks from caring		
Launch respitality offers to carers	East Lothian has the 4 th highest number of carers who benefited from a Respitality break during 2024 despite being one of the smallest local authority areas and only joining the scheme in June Respitality impact report available here: https://www.respitality.org.uk/news/2025/04/respitality-impact-report-2024/	CoEL Building Better Breaks worker
Increase access to personal budgets within the partnership to provide creative breaks from caring	Process agreed in November 2024 to increase access to individual budgets through East Lothian HSCP but minimal requests as CoEL very successful at accessing funding through time for me and Carers trust grants (since early 2025). Further work required in ensuring carers have access to personalised, flexible support in their own right.	Carers Strategy Officer and ELHSCP

Outcome 4: Breaks from caring are timely and regularly available		
We said	We did	Who/Co-ordinator
Pursue options to increase availability of bookable residential respite to give break to carers who need this level of support	Care home link officer works with all existing and new providers to encourage provision of bookable respite. Discussions ongoing with one provider around development of a dementia specialist respite service in East Lothian	ELHSCP
Continue to support the development of 'Meeting Centres' in Musselburgh and throughout East Lothian to offer support to people with dementia and their carers	Development project ongoing until March 2026. Musselburgh Meeting centre well established although lack of pathway for ongoing support without a day centre for older people meaning meeting centre supporting more complex needs than intended. Development work ongoing in Prestonpans and Haddington	ELHSCP and DfEL
Keep working with our existing day services, for older people, to expand the range of services on offer to support breaks from caring	Most centres now offering blended model of day service including community Outreach focused on carer support. Short pilot in Tranent not taken forward at this time Supporting Ormiston to look at how they will offer this model	ELHSCP and East Lothian day centres for older people
Develop a day service in Musselburgh where there is an identified gap in provision	Integration Joint Board agreed funding for this in 2023 but asked to cease in 2024 due to financial recovery process. Impact assessment showed significant negative impact so process instead paused. Link officer been working with community on proposal for integrated model, final decision from IJB expected May 2025	ELHSCP
Promote our Shared Lives scheme and continue to try and attract new paid Carers to this programme	Local campaign successful in attracting 3 new shared lives carers in Dunbar. No further locally targeted campaigns planned at this point but considered the best way of attracting new carers to the scheme.	ELHSCP Shared lives co-ordinator and team
Report on services outwith identified carers budget that directly support carers needs, to better understand full picture in terms of provision to meet carers needs	Repurchasing through adult social work information system to identify resource supporting carers in terms of replacement care	ELHSCP
Monitor numbers of Young Carers accessing breaks through opportunities and continue to expand the range of opportunities available in response to Young Carers feedback.	Numbers of YC accessing breaks is rising and that range offered is a direct result of consultation with YC Advisory group and other YC feedback.	Young Carers Service

Outcome 4: Breaks from caring are timely and regularly available		
We said	We did	Who/Co-ordinator
Support young Carers to attend the Young Carers Festival	15 YC attended overnight in Aug 2024	Young carers service
Seek out new sources of Free Break from Caring Opportunities for Young Carers	Secured New opportunities from Fostering Compassions, Karele, Dukes Art School and Yarrow Cookery School.	Young Carers service

Outcome 5: Carers are supported to have a life outside of their caring role and can achieve a balance between caring and other aspects of their lives		
We said	We did	Who/Co-ordinator
What we will do for Adult Carers		
As part of planning process have more open and honest conversations about what is possible and what will meet individual outcomes	Continues to improve joint working between carer support organisations and ELHSCP so carers feel supported through the process of accessing further support	ELHSCP and CoEL
Review numbers of carers accessing personal budgets to meet their personal outcomes	Community Care Worker reviewing all ACSP's shared with partnership and supporting carer through process of accessing personal budget or support for cared for person. Number of personal budgets directly to meet carers needs (not through support to cared for person) remain very low, process introduced in Nov 2024 to encourage agreement to more flexible and creative use of budgets from ELHSCP, however CoEL access to Carers Trust grants at same point has meant they have been able to access more funding for carers through this route (up to £70,000 per year)	
Review application of eligibility criteria to carers needs with preventative support in mind	Completed with input from around thirty carers, eligibility criteria published here https://www.eastlothian.gov.uk/downloads/file/27361/eligibility_criteria_for_carers Ongoing work to link eligibility criteria to indicative budget for support	ELHSCP and partners

Outcome 5: Carers are supported to have a life outside of their caring role and can achieve a balance between caring and other aspects of their lives		
We said	We did	Who/Co-ordinator
Support carers in employment by increasing awareness of carer specific issues through the local employability partnership <ul style="list-style-type: none"> o Access to advice and information o Promoting the achievement of Carer Positive Status across local employers o Promotion of flexible working policies that can support carers 	Advice and information through East Lothian Works Difficulty attracting businesses to find out about carer positive, start with businesses engaged through offer of breaks or activities and build on this. Legislation supports promotion of flexible working to support carers but more work needed to hear carers experiences of local employers.	ELHSCP, carers orgs and employment support services
Increase numbers of 'Carer positive' employers, encourage training opportunities for Young Carers and sign up to The Young Carers Covenant	Carer positive sessions offered as part of carers week and when promoted through Carer Positive national events. Low uptake from businesses, need to promote benefit to business. Report prepared and awaiting approval from CSP for it to go to Committee regarding ELC signing Carers covenant	ELHSCP, Young Carers Service
Develop carer positive checklist for small/medium employers	Carer positive advised minimal evidence required for 'engaged' status and would suggest this is suitable even for small businesses.	Carers strategy officer
What we will do for Young Carers		
Work with schools to improve identification of young carers and to ensure both a flexible and understanding approach towards young carers needs and the provision of appropriate and tailored support	Data from YC Statement shows that the majority of YC feel their schools understand their caring role and they have someone within school that they can talk to. Knox Academy is proud to be the first school in East Lothian to achieve the We Care ; Schools for Young Carers, 'We Recognise Care' Award.	Young Carers Service, Education and partners

Outcome 5: Carers are supported to have a life outside of their caring role and can achieve a balance between caring and other aspects of their lives		
We said	We did	Who/Co-ordinator
Work with social work services to ensure that the cared-for person is in receipt of appropriate support (from either Adult or Children's services) to both protect young carers from age inappropriate caring roles and to enable them to have a life outside their caring role	Worked closely with social work and other services supporting families to ensure our most vulnerable YC receive the right support at the right time.	Young Carers Service, Children's Services
Develop services to provide specific transitions support for older young carers as they enter adulthood and to achieve and sustain positive destinations outside of their caring role	Have worked with Skills Development Scotland and East Lothian Works staff to ensure YC are part of the "No-one left behind" monitoring and support provision.	ELHSCP and partners, CoEL, bridges

Outcome 6: Carers are respected by professionals as 'Partners in Care' and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally		
We said	We did	Who/Co-ordinator

Outcome 6: Carers are respected by professionals as ‘Partners in Care’ and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
Continue to deliver ‘think carer’ training sessions to staff and promote new NHS Education for Scotland Equal Partners in Care training modules	<p>6 Think Carer sessions delivered in 2024/’25 including East Lothian Works, Enjoy Leisure and Musselburgh Citizens Advice Bureau.</p> <p>Developing ‘bite size’ input that can be delivered for example at team meetings reducing non attendance due to service pressures.</p> <p>Equal Partners in care modules hosted on TURAS and open to anyone, promoted through workforce development but unable to make these mandatory for staff and can’t gather statistics on completion from TURAS.</p>	ELHSCP and NHS Lothian
Encourage Education Staff to complete Education Scotland Young Carer Personal Development Modules	Continue to promote this at every opportunity.	Young Carers Service
Raising awareness with professionals so every interaction is an opportunity to treat carers as partners in care	Through Think Carer and Equal Partners in care education programmes and informally by staff through attendance at local forums and groups.	

Outcome 6: Carers are respected by professionals as 'Partners in Care' and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
Review the extent that carers are treated as partners in care within ACSP and YCS and feed back to services results from these	As part of 6 monthly audit	
Identify key HSCP services and discuss appointment of Carer Champions, continue to encourage schools to identify Young Carer Champions	No official carer champion programme has been developed. Carers OT pathway has been key to raising the carer agenda in NHS teams A number of schools have a Young Carers Champion providing additional support to YC.	

Outcome 6: Carers are respected by professionals as 'Partners in Care' and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
Identify training available for carers on the conditions effecting the people they support and how to offer appropriate support and any other identified areas	<p>Opportunities for training shared through ELHSCP and CoEL social media.</p> <p>CoEL collect data on requests for training and deliver a diverse range of education opportunities including trauma informed parenting and crisis handling awareness.</p> <p>Carers linked to national sources of support and information where condition specific education not available locally.</p>	

Outcome 6: Carers are respected by professionals as ‘Partners in Care’ and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
<p>We will support carers to have a have a say in the development t and delivery of services in East Lothian by:</p> <ul style="list-style-type: none"> o Maintaining the standards for engagement set out in our Engagement policy o Ensure that carers are both represented and supported to be involved in the HSCP strategic groups o Engage with CoEL “Carers Voice” group on service planning and delivery: o Increase avenues for Young carers feedback including the Young Carers Forum 	<p>Ongoing</p> <p>Carers organisation gathers views to feed into improved impact assessment process, for example ELHSCP transport policy which was updated based on this feedback</p> <p>Following completion of the Planning for an ageing population, creation of the independent community panel was recognised as a key success in this process and this group is exploring how it might continue with a more general purpose around community health and social care planning, key members include chief executive of CoEL.</p> <p>CoEL’s Carers panel and the Young Carers Forum have been a key engagement partner in strategy development and updates.</p>	

Outcome 6: Carers are respected by professionals as ‘Partners in Care’ and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
Ensure through Service Specifications that all registered and HSCP care services capture feedback from carers as well as from users of services and have forums to engage with key stake holders	Ongoing	
Plan awareness raising events for Carers week	June – annually This campaign has been growing year on year, referrals to CoEL were double the average in this week 2024	
Play an active role in local Health and wellbeing groups	Ongoing Strategic planning and commissioning officers are allocated to each area Health and Well being Group	ELHSCP, Planning and performance team
Work with community organisations to share information	Through contract monitoring. HSCP broadening internal ‘Comms connected’ newsletter to include many community partners, promoting regular information sharing with local communities, HSCP section included in CoEL newsletter	ELHSCP

Outcome 6: Carers are respected by professionals as 'Partners in Care' and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

We said	We did	Who/Co-ordinator
Facilitate relationships between 3 rd sector organisations and carers	Good examples include; Mental Health Partners Group and Children, young people and families forum.	ELHSCP
Promote positive role of social work to promote understanding and engagement	Improvements to social work public facing online materials.	ELHSCP
Work with Community Learning and Development team to highlight carers needs within the learning and development plan for 2024- 27	https://www.eastlothian.gov.uk/downloads/download/13503/community_learning_and_development_plan The plan does not reference unpaid carers specifically but identification of vulnerable groups and learning opportunities for all. Link is through East Lothian Works who are leading on much of this work.	
Increase avenues for Young Carers feedback, including the young carers forum	Ongoing	Young Carers Service

Outcome 7: Local communities are supported to be Carer friendly		
We said	We did	Who/Co-ordinator
Work within communities to raise awareness of carers, referral pathways and their need for support.	Through forums and groups, work in this year around carers rights in supporting people with mental health problems. Mental welfare commission now include community mental health teams in inspection process and emphasise need for carer involvement. Locally, carer focus in mental health partners group session and inclusion of carers in planning for Single Point of Contact for mental health services.	ELHSCP and carers organisations
Plan and support Carers week events	Annually, info above.	ELHSCP, Strategy officer and Corporate Communications
Develop and distribute information for carers in spaces carers spend time	Ongoing Development of information hubs being led by public health, carer information key aspect	
Encourage the development of local peer and buddy groups for carers	Ongoing New developments include; CoEL Men Who Care, MILAN senior welfare organisation peer support group and Venturing Out, outdoor adventure group	ELHSCP and partners
We aim to make accessing information and support easier and more streamlined by: <ul style="list-style-type: none"> • Joining the dots between community services • facilitating the relationships between third sector organisations and carers • Working with community organisations to share information 	By attending local forums and groups links are made between organisation supporting carers and opportunities for increasing carer awareness are taken	Carers strategy officer and carer support teams

Outcome 7: Local communities are supported to be Carer friendly		
We said	We did	Who/Co-ordinator
Identify large local businesses to encourage to work towards Carer Positive status.	Local businesses invited to Carer positive information sessions. CoEL joined chamber of commerce to try and engage local businesses Information shared with local businesses through economic development newsletter during carers week 2024.	Carers Strategy Officer
Discuss progressing East Lothian Councils Carer positive status from engaged to established. Sign up to the Young Carers Covenant would support this	ELC not progressed Carer Positive agenda in this year, accredited at engaged level. Report on the Young Carers Covenant awaiting approval from Children's Strategic Partnership for it to go to Committee	ELC
Promote the role of Volunteer Centre East Lothian as our Third sector interface and continue to support their 'Community First' community support model	Community First key to pilot project through Care at Home locality project, findings reported to care at home Change board early 2025. Care at Home strategy should set out how community support promotes early intervention and prevention reducing the need for more formal supports.	ELHSCP and VCEL
Support Dementia Friendly East Lothian in their aim to make our communities great places for people with Dementia and their carers to live, visit and work in	Development project around meeting centre model has focused on Musselburgh but exploring development in Prestonpans and Haddington. Challenge has been identifying people early to offer support based on the adjusting to change model	ELHSCP and DfEL

Glossary of terms

Abbreviation	Full text
ACSP	Adult Carer Support Plan
C&YP	Children and Young People
CoEL	Carers of East Lothian
DfEL	Dementia Friendly East Lothian
ELC	East Lothian Council

ELCHASE	East Lothian Care Home Assessment and Support Team
ELHSCP	East Lothian Health and Social Care Partnership
EMA	Education Maintenance Allowance
ID	Identification
LGBT	Lesbian Gay Bisexual Transgender
SDS	Self Directed Support
VCEL	Volunteer Centre East Lothian
YC	Young Carer
YCS	Young Carer Statement and Young Carers Service
UNCRC	United Nations Convention on the Rights of the Child



East Lothian Carers Strategy – Action Plan 2025-‘26

The East Lothian Carers Strategy was developed with the intention of supporting carers to manage their caring responsibilities with confidence and in good health, and that they are able to have a life of their own.

While the strategy outlines our vision for carers and the seven outcomes we want to achieve, the Action Plan outlines the practicalities of how these will be delivered. Implementation of the actions within the plan will be led by the Carers Change Board, with support and feedback from the Carers Reference Group.

Work on these actions will take place over this year and will only be achieved by continuing to build on the joint working that is already taking place, not just with our local carers organisations but with departments across the council, the NHS, and also the wider community.

Outcome 1: Carers are identified and can access support		
Action	When	Who/Co-ordinator
Continue audit and quality monitoring of completed ACSP's and ensure information sharing in line with General Data Protection Regulations	2025-'26	Carers strategy officer and carers organisation
Continue to use Viewpoint to complete Young Carer Statements and use it to generate reports on YC Wellbeing and UNCRC Outcomes	Ongoing	Young Carers Service
Continue to encourage education staff to undertake "Supporting Young Carers" Modules as part of their Continuous Professional Development	Ongoing	Young Carers Service
Continue to review and update ELC and ELHSCP online information to ensure it is visible and easily accessible to all	Ongoing	Carers strategy officer, Coordinator YC, Corporate Communications Team
Develop a communications plan to publicise key messages	Annually	Carers strategy officer, Corporate Communications Team
Continue to work with our partners in primary care to encourage carer identification and increase signposting to sources of information and support	2025/'26	CoEL Carers panel
Improve identification of carers in our community hospitals to identify carers, increase recognition of carers value throughout the persons stay and to support successful discharge planning, pilot project extended for two year period.	Ongoing	ELHSCP and CoEL
Ensure Carers are identified and supported through roll out of 'Home first' model and recognised and valued in development of East Lothians Moving On policy	2025-'26	ELHSCP and
Work within communities to raise awareness of carers, referral pathways and their need for support	Ongoing	ELHSCP and partners
Work with our community partners to increase carer identification, including Day centres, sheltered housing, large employers and schools	2025'26 focus on sheltered housing	ELHSCP and partner organisations

Outcome 1: Carers are identified and can access support		
Action	When	Who/Co-ordinator
Ensure carers have access to mental health support as part of the redesign of access to mental health services and the launch of East Lothians Single Point of Contact	2025/'26	
Our Young Carers service will develop their work in school 'clusters' and continue to identify Young Carers	Ongoing	East Lothian Councils Young Carers Service and Education
Work with childrens services to increase identification of Young and Parent Carers in the Childs Planning Process and the role of the named person in particular working closely with schools, health visitors etc	Ongoing	ELHSCP and Children's services
Maximise use of social media/websites/Access to a Better Life East Lothian to raise awareness of carers support services and referral pathways	Ongoing	ELHSCP
Implement Carer ID scheme based on research	2025/26	ELHSCP and partner organisations
Increase number of Young Carers holding YC ID cards to help with identification and having views heard.	2023/24	Young Carers Service
Consider barriers to different groups identifying and accessing support, including men, different ethnic groups, LGBT people and those with other protected characteristics	Ongoing, focus on poverty and stigma	ELHSCP and partner organisations
Raise awareness and support for carers through Palliative Care Strategy Group	2025'26	ELHSCP and partner organisations
ELC sign the Young Carers Covenant	March 26	Young Carers Service, Children's Strategic partnership, Council Committee

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
Action	When	Who/Co-ordinator
Continue to commission services to enable all carers in East Lothian to have access to advice and support throughout their carers journey on wide range of issues	Ongoing	ELHSCP

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
Action	When	Who/Co-ordinator
Review these contracts to ensure delivery of quality services to carers	6 monthly contract monitoring	Carers Strategy Officer
Actively engage with current providers, potential providers and community representatives in assessment of needs and identification of gaps in service provision	Ongoing	ELHSCP commissioning strategy
Review numbers of Carers accessing advice and information services	Ongoing	Carers Strategy Officer
Monitor numbers of ACSP's and YCS being completed	6 monthly audit process	Carers Strategy Officer
Monitor uptake and feedback of Post Diagnostic Support group for those diagnosed with dementia in East Lothian	2023/24	ELHSCP Community Mental Health Team, Alzheimers Scotland and community partners
Finalise and share resource for people living with dementia and their carers	2025'26	Dementia Special Interest Group
Review delivery of carer education programme, through dementia cafes, for carers of people living with dementia and learning on most accessible way of sharing this information with carers	2025/'26	Alzheimers Scotland, CoEL and ELHSCP partners
Include carers in East Lothians participation in Focus on Dementia; Post Diagnostic Support and Care Cor-ordination improvement Programme with Healthcare Improvement Scotland	Oct 2025-Mar'26	ELHSCP, Community Mental Health Team, Alzheimers Scotland and community partners
Make information around stress and distress behaviours available and accessible to carers locally	2025/26	ELHSCP and partners in Dementia Special Interest Group
Continue to promote pathways for carers to access both direct support and help developing an Adult Carer Support Plan (ACSP) or Young Carers Statement (YCS)	Ongoing	ELHSCP and community partners
Develop range and availability of materials available to Carers	Ongoing	ELHSCP and partner organisations
Agree on support for carers managing stress and distress behaviours while supporting people living with dementia at home	2025/'26	ELHSCP
Continue to provide advice, information and support to maximise incomes for carers (and the people they care for)	Ongoing	CoEL and ELC's financial inclusion service
Monitor Carers access to benefits through CoEL support services	Ongoing	Carers Strategy Officer and CoEL
Continue to strengthen our support in line with the principles of Self Directed Support and direct Carers to advice on SDS and managing personal budgets through Lothian centre for Inclusive Living where appropriate	2025'26	ELHSCP, SDS improvement plan

Outcome 2: Carers are well informed and have access to tailored and age appropriate information and advice throughout their caring role		
Action	When	Who/Co-ordinator
Improve transitions between services for Young Carers becoming Young Adult Carers	2024/25	ELHSCP Young Carers Service, CoEL and ELHSCP Carer support

Outcome 3: Carers are supported to maintain their own physical, emotional and mental wellbeing		
Action	When	Who/Co-ordinator
Improved promotion of ACSP's and YCS's, aim to make this the basis for the 'good conversation'	Ongoing	ELHSCP, CoEL, Young Carers Service
Support carers to promote their own health through ACSPs or YCSs and regular reviews	Reviews agreed at date of assessment, monitored as part of audit	Carers Strategy Officer
Continue to increase opportunities for local groups, peer/buddy support and activities for carers.	Ongoing	Carers Strategy Officer
Consider ways to develop flexible replacement care options to ensure that carers who don't have access to other supports can attend their own health appointments	2025/26	ELHSCP and partner organisations
Work with individuals to ensure that the level and nature of care provided by young carers remains appropriate for their age	Ongoing	Young Carers Service and ELC Children's Services
Continue East Lothian Rehabilitation Service's referral pathway for Carers to access an Occupational Therapy assessment in their own right	Ongoing	Carers Strategy Officer
Monitor demand for CoEL counselling services	Contract monitoring 6 monthly	Carers Strategy Officer
Promote carers issues within Local Employability Partnership	Ongoing	Carers Strategy Officer, Local Employability Partnership, Carers orgs

Outcome 3: Carers are supported to maintain their own physical, emotional and mental wellbeing		
Action	When	Who/Co-ordinator
Continue to develop materials to support Young Carers in school	Ongoing	Young Carers Service
Help young carers secure the use of their own rights under additional support for learning legislation via the service My Rights, My Say.	Ongoing	Young Carers Service
Support Young Carers who could be eligible for Education Maintenance Allowance (EMA), Young Carers grants and Young Scot Carers Packages	Ongoing	Young Carers Service, Education, Connected Communities, Young Scot.
Provide Young Carers with free Enjoy Leisure Membership and Active Schools Activities	Ongoing	ELHSCP, Young Carers Service and partner organisations
Advocate for Young Carers to be prioritised by local mental health support services	Ongoing	Young Carers Service, Education and Partner organisations
Continue well-being events such as Segways, Fox Lake and Walking with alpaca's experiences.	Ongoing	ELHSCP, Young Carers Service and CoEL
Increase awareness of unpaid carers in those with line management roles	2025/'26	Workforce development

Outcome 4: Breaks from caring are timely and regularly available		
Action	When	Who/Co-ordinator
Follow the development of the 'Right to a Break' legislation and raise awareness of this within IJB and HSCP senior leaders	2025/'26	ELHSCP,
Introduce a Breaks from caring delivery group reporting to the Carers Programme Board	2025/'26	ELHSCP
Participate in Shared Care Scotlands short breaks brokerage community of learning and practice	2025/'26	Carers strategy officer and CoEl's short breaks specialist worker
Strengthen pathway from carers eligibility criteria to establishment of indicative budget for support	Ongoing	Carers Strategy Officer, adult social work and SDS improvement group
Continue to fund specialist short breaks support for carers so that all carers have access to information and advice on breaks from caring	Annual review	Carers Strategy Officer/ Building better breaks advisory group

Outcome 4: Breaks from caring are timely and regularly available		
Action	When	Who/Co-ordinator
Continue to develop 'Respite' in East Lothian and promote this initiative to local businesses.	2025/'26	CoEL and Building better breaks advisory group
Recommission and increase access to respite beds for older people in East Lothian for use in planned respite situations	2025/'26	ELHSCP, Care Home Link Officer
Support Leuchie to explore development of dementia specialist respite model	2025/'26	ELHSCP Carers programme board
Explore micro commissioner model and potential to enable breaks from caring on a local basis.	2025/'26	ELHSCP and VCEL social enterprise network
Review learning from Meeting Centre development project to offer more support to people living with dementia and their carers at an earlier stage	2025/'26	ELHSCP and DfEL
Keep working with our existing day services, for older people, to expand the range of services on offer to support breaks from caring	Ongoing	ELHSCP and East Lothian day centres for older people
Develop a new integrated model of day centre and meeting centre in Musselburgh once budget confirmed by East Lothian Integration Joint Board (IJB)	2025/'26	ELHSCP
Develop a community support framework to increase support for people with complex needs and their carers	2025/'26	ELHSCP
Promote our Shared Lives scheme and continue to try and attract new paid Carers to this programme	Ongoing	ELHSCP Shared lives team
Work to increase access to breaks out with 'working hours', at evenings and weekends	2025/26	ELHSCP and partners
Monitor numbers of Young Carers accessing breaks through opportunities such as active school and holiday activity opportunities, continue to develop range of opportunities available in response to Young Carers feedback.	Ongoing	Young Carers Service
Support young Carers to attend the Young Carers Festival	Annually	Young carers Service
Continue to seek out new sources of Free Break from Caring opportunities for Young Carers	Ongoing	Young Carers Service

Outcome 5: Carers are supported to have a life outside of their caring role and can achieve a balance between caring and other aspects of their lives		
Action	When	Who/Co-ordinator
What we will do for Adult Carers		
As part of planning process have more open and honest conversations about what is possible and what will meet individual outcomes being open local context and challenges	Ongoing	ELHSCP and partners
Increase numbers of carers accessing personal budgets to meet their personal outcomes (Community Care Worker appointed July 2022 who will support carers in this)	Ongoing	ELHSCP
Review implications of updated SDS guidelines (published Nov 2022) to Carers budgets, and consider YC needs	Oct 2023	Carers Strategy Officer
Agree guidelines for keeping carers informed throughout the process of completing their ACSP through guidance document	2023	ACSP review team
Support carers in employment by increasing awareness of carer specific issues through the local employability network o Access to advice and information o Promoting the achievement of Carer Positive Status across local employers o Promotion of flexible working policies that can support carers	2022/23	ELHSCP and partners
Research policies in place to support students with caring responsibilities	2025/'26	ELHSCP and higher education providers
What we will do for Young Carers		
Work with schools to improve identification of young carers and to ensure both a flexible and understanding approach towards young carers needs and the provision of appropriate and tailored support	Ongoing	Young Carers Service
Advocate for Young Carers to be included in the Local Authority Guaranteed Interview Scheme	2025/'26	Young Carers Service, Children's Strategic Partnership, Council Committee
Work with social work services to ensure that the cared-for person is in receipt of appropriate support (from either Adult or Children's services) to both protect young carers from age inappropriate caring roles and to enable them to have a life outside their caring role	Ongoing	Young Carers Service
Develop services to provide specific transitions support for older young carers as they enter adulthood and to achieve and sustain positive destinations outside of their caring role	2024/25	ELHSCP and partners, CoEL, bridges

Outcome 6: Carers are respected by professionals as ‘Partners in Care’ and are appropriately included in the planning and delivery of both the care and support for the people they care for and services locally

Action	When	Who/Co-ordinator
Ensure staff have access to Carer education through Learnpro/TURAS or other platform and promote these learning opportunities.	Ongoing	ELHSCP Workforce development
Raising awareness with professionals so every interaction in an opportunity to treat carers as partners in care	Ongoing	ELHSCP and partners
Establish demand for provision of independent advocacy support for carers through carers strategy engagement and consultation with our partners in provision of independent advocacy	2025/'26	ELHSCP and partners, Independent advocacy contract management
Encourage HSCP services to identify Carer Champions and continue to encourage schools to identify Young Carer Champions	2024/25	ELHSCP, Young Carers service, Education Department
<p>We will support carers to have a have a say in the development and delivery of services in East Lothian by:</p> <ul style="list-style-type: none"> ○ Maintaining the standards for engagement set out in our Engagement policy ○ Ensure that carers are both represented and supported to be involved in the HSCP strategic groups ○ Engage with CoEL “Carers Voice” group on service planning and delivery: ○ Increase avenues for Young carers feedback including the Young Carers Forum 	Ongoing	<p>ELHSCP engagement officer</p> <p>Carers strategy Officer</p> <p>Carers Strategy Officer</p> <p>Young Carers service</p>
Ensure through Service Specifications that all registered and HSCP care services capture feedback from carers as well as from users of services and have forums to engage with key stake holders	Ongoing	Planning and Performance team
Plan awareness raising events for Carers week	June - annually	ELHSCP, Carers strategy Officer, Corporate Communications
Play an active role in local Health and wellbeing groups	Ongoing	ELHSCP, Planning and performance team
Increase avenues for Young Carers feedback, including the Young Carers Advisory Group	Ongoing	Young Carers Service

Outcome 7: Local communities are supported to be Carer friendly		
Action	When	Who/Co-ordinator
Work within communities to raise awareness of carers, referral pathways and their need for support, identify areas to focus on each year	2025/'26 focus on housing	ELHSCP and carers organisations
Take opportunities to promote awareness of unpaid carers in local communities through carers week and other campaigns	Annually	ELHSCP, Strategy officer and Corporate Communications
Develop and distribute information for carers in spaces carers spend time	Ongoing	ELHSCP and carers orgs
Encourage the development of local peer and buddy groups for carers	Ongoing	Carer support orgs and other local community groups
We aim to make accessing information and support easier and more streamlined by: <ul style="list-style-type: none"> • Joining the dots between community services • facilitating the relationships between third sector organisations and carers • Working with community organisations to share information 	Ongoing	ELHSCP and partners
Take paper to Council Management Team to discuss progression of East Lothian Councils Carer positive status from engaged to established	2024/25	ELC Human Resources
Promote the role of Volunteer Centre East Lothian as out Third sector interface and continue to support their 'Community First' community support model	Ongoing	ELHSCP and VCEL
Support Dementia Friendly East Lothian in their aim to make our communities great places for people with Dementia and their carers to live, visit and work in	Ongoing	ELHSCP and DfEL

Glossary of terms

Abbreviation	Full text
ACSP	Adult Carer Support Plan
C&YP	Children and Young People
CoEL	Carers of East Lothian
DfEL	Dementia Friendly East Lothian

ELC	East Lothian Council
ELCHASE	East Lothian Care Home Assessment and Support Team
ELHSCP	East Lothian Health and Social Care Partnership
EMA	Education Maintenance Allowance
GDPR	General Data Protection Regulations
ID	Identification
IJB	Integration Joint Board
LGBT	Lesbian Gay Bisexual Transgender
SDS	Self Directed Support
VCEL	Volunteer Centre East Lothian
YC	Young Carer
YCS	Young Carer Statement and Young Carers Service
UNCRC	United Nations Convention on the Rights of the Child



REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: IJB Annual Reporting Schedule

9

1 PURPOSE

- 1.1 To inform the East Lothian Integration Joint Board (IJB) of the annual reports required to come to the IJB for review and approval in line with the Public Bodies (Joint Working) Scotland Act 2014 and the East Lothian IJB Integration Scheme.

2 RECOMMENDATIONS

- 2.1 The IJB is asked to agree to the annual reporting schedule provided at 3.5.

3 BACKGROUND

- 3.1 The Public Bodies (Joint Working) (Scotland) Act 2014 sets out the framework for integrated adult health and social care services. Formal delegation is through an 'Integration Scheme' The East Lothian Integration Scheme was approved by Scottish Ministers and the Public Bodies (Joint Working) (Integration Joint Board Establishment) (Scotland) Amendment Order 2015 was laid before the Scottish Parliament on 29 May 2015, and came into force on 27 June 2015.
- 3.2 The East Lothian IJB Integration Scheme sets out how the Integration Joint Board (IJB) will operate, including the scope of the services to be included within the IJB and the financial arrangements. An updated East Lothian IJB Revised Integration Scheme (version 3, May 2023) was approved by the Scottish Ministers, with an effective date of 15 May 2023.
- 3.3 Following an internal Audit of IJB Governance arrangements that took place in April 2025 it was highlighted that HSCP management should ensure that statutory policies, reports and plans are reviewed on a regular basis in line with the East Lothian IJB Integration Scheme.

3.4 Following the recommendation an annual reporting schedule was compiled that sets out the schedule for presenting all statutory policies, reports and plans to the IJB for review and approval.

3.5 The annual reporting schedule is as follows: -

	Aug	Sep	Oct	Dec	Feb	Mar	May	Jun
Annual Performance Report								
Finance - Regular reporting on performance against IJB budget								
Finance - Audited annual accounts (previous yr - 24/25)								
External Annual audit report to IJB								
IJB Member Code of Conduct and Responsibilities under the Ethical Standards Framework (Annual reminder)								
Healthcare Governance annual report								
Clinical Care and Governance Committee report								
Finance - Five year financial plan (2 per year)								
Chief Social Work Officer Annual Report								
Best Value Annual Compliance Review								
Audit and Risk Committee report				TBC				
Climate Change Duties								
Community Engagement Annual Review								
IJB and Audit & Risk Committee Meeting dates								
IJB Model Publication Scheme (every 2yrs from Feb 25)					2027			
Annual contribution to Community Planning Partnership								
Finance - Confirmed funding offers from partners						ELC	NHSL	
Finance - Budget setting report								
Workforce Plan/ Strategy (Annual review)								
Annual Delivery Plan								
IJB Directions (Annual Review)								
Finance - Draft annual accounts (previous yr - 25/26)								
IJB Records Management Plan (every 2yrs from June 25)								2027

4 ENGAGEMENT

4.1 There was engagement with the Chief Financial Officer, General Managers and relevant report writers.

5 POLICY IMPLICATIONS

5.1 There are no policy implications from the annual reporting schedule.

6 INTEGRATED IMPACT ASSESSMENT

6.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

7 DIRECTIONS

7.1 There are no implications for Directions arising from the report.

8 RESOURCE IMPLICATIONS

8.1 There are no Financial, Personnel or other resource implications arising from the report.

9 BACKGROUND PAPERS

9.1 East Lothian Integration Joint Board, Revised Joint Integration Scheme (Body Corporate) Effective date 15/05/2023.

https://www.eastlothian.gov.uk/downloads/file/34871/east_lothian_revised_integration_scheme_2023

Appendix: Final Internal Audit Report on IJB Governance arrangements, dated 21/05/2025.

AUTHOR'S NAME	Neil Munro
DESIGNATION	Project Support Manager
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DATE	June 2025



East Lothian Integration Joint Board IJB Governance Arrangements May 2025

Conclusion

Reasonable Assurance

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1 Executive Summary: IJB Governance Arrangements

Conclusion: Reasonable Assurance

The IJB governance arrangements in place are generally reliable and there is clear evidence of compliance with the Public Bodies (Joint Working) (Scotland) Act 2014. IJB Standing Orders and a Revised East Lothian Integration Scheme (May 2023) are in place, and the IJB has appropriate arrangements for strategic planning, performance management, workforce planning, Members Code of Conduct and Members Register of Interests. Some areas for further improvement have been highlighted, including the need to ensure that an IJB Local Code of Governance is prepared and presented to the IJB for formal approval, the provision of regular feedback to IJB members and staff on the IJB Participation and Engagement Strategy and ensuring that the IJB Risk Strategy and Risk Policy are approved by the IJB.

Background

The Public Bodies (Joint Working) (Scotland) Act 2014 sets out the framework for integrated adult health and social care services. The Act seeks to ensure co-ordinated services for adults through the integration of health and social services previously provided separately by local authorities and health boards. The East Lothian Integration Scheme was approved by Scottish Ministers and the Public Bodies (Joint Working) (Integration Joint Board Establishment) (Scotland) Amendment Order 2015 was laid before the Scottish Parliament on 29 May 2015, and came into force on 27 June 2015. The first meeting of the East Lothian IJB was held on 1 July 2015. The East Lothian IJB Integration Scheme sets out how the Integration Joint Board (IJB) will operate, including the scope of the services to be included within the IJB and the financial arrangements. An updated East Lothian IJB Revised Integration Scheme (version 3, May 2023) was approved by the Scottish Ministers, with an effective date of 15 May 2023. The next review of the Integration Scheme will be in 2028, unless otherwise directed by the Scottish Ministers.

Summary of findings & recommendations

The following key findings and recommendations are highlighted, which have all been **agreed by Management**:

- An IJB Local Code of Governance requires to be prepared and presented to the IJB for formal approval. *Management have confirmed that this will be done **by December 2025** following confirmation of the updated CIPFA/Solace guidance.*
- The IJB Risk Strategy and Risk Policy should be presented to the IJB for formal approval, as required by the IJB Standing Orders. *Management have confirmed that the IJB Risk Strategy and Risk Policy will be reviewed and updated and presented to the IJB for formal approval **by December 2025**.*
- Feedback on the IJB Participation and Engagement Strategy requires to be provided to IJB members and staff on a regular basis. *Management have confirmed that feedback will be on an annual basis with the updated strategy being in place **from December 2025**.*
- There is a need to ensure that the IJB Records Management Plan is reviewed on a regular basis. *Management have confirmed that there is no statutory requirement for an annual review and that in line with relevant guidance, the IJB will move to reviewing the Records Management Policy and Model Publication Scheme every two years **from June 2025**.*

Recommendation Summary

Recommendations Grade	High	Medium	Low	Total
Current Report	-	5	-	5
Prior Report (March 2016)	2	2	-	4

Materiality

The East Lothian Integration Joint Board has a projected financial outturn of £224.6 million for 2024/25. The East Lothian Integration Joint Board receives approximately two thirds of its funding from NHS Lothian and one third from East Lothian Council.

2 Headlines

Objectives	Conclusion	Comments
1. The IJB has appropriate arrangements in place to ensure compliance with the Public Bodies (Joint Working) (Scotland) Act 2014.	Substantial	An East Lothian Integration Scheme is in place, which sets out how the Integration Joint Board (IJB) will operate, including the scope of the services to be included within the IJB and the financial arrangements. The initial Integration Scheme was approved by Scottish Ministers in 2015. A review of the scheme commenced in 2021 (delayed from 2020 due to the Covid pandemic) and a Revised East Lothian Integration Scheme 2023 was approved by Scottish Ministers, effective from 15 May 2023.
2. Membership of the IJB complies with the Revised Integration Scheme.	Substantial	Voting membership of the IJB (4 from East Lothian Council and 4 from NHS Lothian), is in accordance with the Revised Integration Scheme and East Lothian IJB Standing Orders, and Non-voting Members are as per The Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014 (No 285).
3. The IJB has Standing Orders and a Local Code of Governance in place.	Reasonable	Standing Orders are in place to regulate the conduct and proceedings of the East Lothian Integration Joint Board (IJB) and were last updated and approved in March 2020 to reflect the emergency recess provisions. An IJB Local Code of Governance has not yet been formally approved by the IJB.
4. The Strategic Plan sets out the vision, values and strategic priorities for the IJB and is prepared in accordance with the Public Bodies (Joint Working) (Scotland) Act 2014.	Reasonable	The current East Lothian IJB Strategic Plan 2022-25 was approved by the Strategic Planning Group (SPG) on 6 September 2022 and the East Lothian IJB subsequently accepted the Plan at its meeting of 15 September 2022. The Strategic Plan identifies the IJB's seven strategic objectives for 2022-25, together with related delivery priorities. On 20 February 2025, the East Lothian IJB agreed the planned approach and timescales for carrying out a review of the current IJB Strategic Plan and developing a new Strategic Plan to cover an extended period of five years from 2025 to 2030.
5. Appropriate arrangements are in place for the effective oversight of Performance Management.	Reasonable	The East Lothian HSCP Performance Framework was approved by the East Lothian IJB at its meeting of 23 May 2024 and identifies four levels of Performance Management – Strategic, Assurance and Accountability, Operational and Tactical, and the East Lothian IJB Annual Performance Report (APR) 2023-24 was approved by the IJB at its meeting of 27 June 2024.
6. Effective scrutiny and risk management arrangements are in place for the IJB.	Reasonable	An ELIJB Audit and Risk Committee is in place, which meets four times a year. The IJB Risk Register is reported to each meeting of the Committee and is presented to the IJB on an annual basis. The IJB has a Risk Strategy and Risk Policy in place, which were approved by the IJB's Audit and Risk Committee in December 2022, although the IJB Standing Orders state that approval of the Risk Management Policy, together with defining risk appetite and risk tolerance levels, are matters reserved for the IJB itself.
7. Adequate arrangements are in place to ensure compliance with the Integration Scheme.	Reasonable	Appropriate arrangements are in place to ensure compliance with the Revised East Lothian Integration Scheme including a Strategic Workforce Development Plan 2022-25, IJB Participation and Engagement Strategy 2023-25, IJB Records Management Plan and Code of Conduct for Members of the IJB being in place, however there is a need to ensure that feedback on the Participation and Engagement Strategy is provided to the IJB on a regular basis and that there is appropriate review of the Records Management Plan. Completed IJB Members' Register of Interests are published on the Council's website for all current members of the IJB (voting and non-voting).

3 Areas where expected controls are met/good practice

No	Areas of Positive Assurance
1.	<p>The East Lothian IJB Strategic Plan 2022-25 was approved by the Strategic Planning Group (SPG) on 6 September 2022 and the SPG agreed to recommend it to the East Lothian IJB, who subsequently accepted the Plan at its meeting of 15 September 2022. The Strategic Plan identifies the IJB's seven strategic objectives for 2022-25, along with a range of strategic delivery priorities linked to each objective. The seven IJB strategic objectives for 2022-25 are:</p> <ol style="list-style-type: none"> 1. Develop services that are sustainable and proportionate to need. 2. Deliver new models of community provision, working collaboratively with communities. 3. Focus on prevention and early intervention. 4. Enable people to have more choice and control and provide care closer to home. 5. Further develop/embed integrated approaches and services. 6. Keep people safe from harm. 7. Address health inequalities.
2.	<p>The East Lothian HSCP Performance Framework in place recognises that effective performance management arrangements are needed to:</p> <ul style="list-style-type: none"> • Support East Lothian IJB in its governance role, ensuring that it has the information needed to maintain oversight and scrutiny of HSCP activity in relation to the delivery of IJB strategic objectives and delivery priorities; • Allow the effectiveness of transformation/change programmes and activities to be evaluated; • Provide accountability and assurance to delivery partners (ELC and NHS Lothian) in relation to the management of HSCP services; and • Inform tactical and operational planning, management and decision making by HSCP management and guide and support improvement activity at a service level.
3.	<p>Scrutiny and risk management arrangements are in place for the IJB. The Financial Regulations of the IJB were adopted on 29 October 2015. The Financial Regulations state that the Chief Finance Officer shall make arrangements for the proper administration of the IJB's financial affairs, and will discharge this duty by:</p> <ul style="list-style-type: none"> • establishing financial governance systems for the proper use of the delegated resources; • ensuring that the Strategic Plan meets the requirement for best value in the use of the IJB's resources; • ensuring that the directions to NHS Lothian and ELC require that the financial resources are spent according to the allocations in the Strategic Plan. <p>An IJB Audit and Risk Committee is in place to ensure effective scrutiny. The Terms of Reference of the Committee were agreed at the IJB meeting of 29 October 2015 and include review of the IJB's governance, risk and control; internal audit; external audit; financial reporting and accountability arrangements.</p>

4 Detailed Recommendations

Standing Orders and Local Code of Governance

Objective 3	Findings & Risk 1	Grade	Recommendation
	<p>Standing Orders are in place to regulate the conduct and proceedings of the East Lothian Integration Joint Board (IJB). The Standing Orders were initially approved by the IJB at its meeting on 1 July 2015 and were subsequently updated and approved in March 2020 to reflect the emergency recess provisions.</p> <p>Under the 2016 Governance Framework, CIPFA/Solace recommends that all local government bodies develop a Local Code of Governance, which should set out how the body's governance arrangements work towards meeting the seven principles of good governance, as set out in the Framework. However, it is recognised that many bodies do not have a local code and instead rely on their Annual Governance Statement to describe their governance arrangements.</p> <p>The East Lothian IJB Annual Governance Statement 2023-24 was presented to, and approved by, the IJB Audit and Risk Committee for inclusion in the IJB Annual Accounts for 2023-24. The Annual Governance Statement outlines the IJB's governance arrangements and system of internal control and reports on their effectiveness for the year ended 31 March 2024. The Annual Governance Statement covers the main features of the governance framework and internal control associated with each of the seven principles of good governance, as set out in the Framework, however there was no evidence to confirm that an IJB Local Code of Corporate Governance had been formally approved by the IJB.</p> <p>It is noted that CIPFA/Solace recently undertook a consultation exercise (which closed on 10 March 2025) on updating their guidance on completion of the Annual Governance Statement. The aims of the updated guidance are to support good governance, reflect the changes affecting local government bodies since 2016, encourage robust reviews of governance arrangements and improve accountability to stakeholders, including local communities.</p>	Medium	3.1 Management should ensure that an IJB Local Code of Governance is prepared and presented to the IJB for formal approval.

Management Response	Responsible Officer & Target Date
3.1 Agreed – following confirmation of the updated guidance, an IJB Local Code of Governance will be prepared and presented to the IJB for formal approval.	3.1 Chief Internal Auditor December 2025

4 Detailed Recommendations

Strategic Plan

Objective 4	Findings & Risk 1	Grade	Recommendation
	<p>Section 29 of The Public Bodies (Joint Working) (Scotland) Act 2014 places a duty on Integration Joint Boards to develop a Strategic Plan setting out the arrangements for the carrying out of the integration functions; setting out how those arrangements are intended to achieve, or contribute to achieving, the national health and wellbeing outcomes; and including such other material as the integration authority thinks fit. The IJB's Standing Orders state that the:</p> <ul style="list-style-type: none"> • The Integration Joint Board shall establish a Strategic Planning Group and appoint its membership (except for the members nominated by each constituent party); and • The Integration Joint Board shall approve its Strategic Plan and any other strategies that it may need to develop for all the function that have been delegated to it. The Integration Joint Board will also review the effectiveness of its Strategic Plan. <p>A Strategic Planning Group (SPG) is in place and the East Lothian IJB Strategic Plan 2022-25 was approved by the SPG on 6 September 2022 and recommend it to the East Lothian IJB, who subsequently accepted the Plan on 15 September 2022. The new Strategic Plan identifies the IJB's seven strategic objectives for 2022-25, along with a range of strategic delivery priorities. The seven IJB strategic objectives for 2022-25 are:</p> <ol style="list-style-type: none"> 1. Develop services that are sustainable and proportionate to need. 2. Deliver new models of community provision, working collaboratively with communities. 3. Focus on prevention and early intervention. 4. Enable people to have more choice and control and provide care closer to home. 5. Further develop/embed integrated approaches and services. 6. Keep people safe from harm. 7. Address health inequalities. <p>On 27 June 2024, an Annual Delivery Plan 2024/25 was presented to the IJB outlining planned activity across East Lothian HSCP services to support delivery of the IJB's strategic objectives as per the 2022-25 Strategic Plan. It is noted that the financial climate has changed significantly since the Strategic Plan was approved in September 2022 and there may be a need to review the strategic objectives given the financial challenges. On 20 February 2025, the East Lothian IJB agreed the planned approach and timescales for carrying out a review of the current IJB Strategic Plan and developing a new Strategic Plan to cover an extended period of five years from 2025 to 2030, with a review taking place in year three as required by the statutory guidance.</p>	Medium	4.1 In developing the 2025 - 2030 Strategic Plan, the IJB should give due consideration to including appropriate flexibility to manage the plan over a five-year period in the light of a changing risk environment.
Management Response		Responsible Officer & Target Date	
4.1 Agreed – the Strategic Plan is developed over 2025 with the final version to be agreed in January 2026. The plan will be reviewed after 3 years to ensure relevance and if significant change is required as a result of the financial context.		4.1 Chief Officer, East Lothian IJB January 2026	

4 Detailed Recommendations

Scrutiny and Risk Management

Objective 6	Findings & Risk 1	Grade	Recommendation
	<p>We sought to ensure that effective scrutiny and risk management arrangements are in place for the IJB.</p> <p>The Financial Regulations of the IJB were adopted on 29 October 2015. The Financial Regulations state that the Chief Finance Officer shall make arrangements for the proper administration of the IJB's financial affairs, and will discharge this duty by:</p> <ul style="list-style-type: none"> establishing financial governance systems for the proper use of the delegated resources; ensuring that the Strategic Plan meets the requirement for best value in the use of the IJB's resources; <p>An IJB Audit and Risk Committee is in place to ensure effective scrutiny. The Terms of Reference of the Committee were agreed at the IJB meeting of 29 October 2015 and include review of the IJB's governance, risk and control; internal audit; external audit; financial reporting and accountability arrangements.</p> <p>The responsibilities of the IJB and its Committees in relation to the conduct of the IJB's financial affairs are defined in the IJB's Standing Orders and Integration Scheme. We note that the IJB's Standing Orders state (Section 12 Matters Reserved for the Integration Joint Board):</p> <ul style="list-style-type: none"> The Integration Joint Board shall approve its Risk Management Policy; and The Integration Joint Board shall define its risk appetite and associated risk tolerance levels. <p>We note that the IJB Audit and Risk Committee meets four times a year. The IJB Risk Register is reported to each meeting of the committee and is presented to the IJB on an annual basis. The IJB has a Risk Strategy and Risk Policy in place, and the Risk Strategy outlines the IJB's risk appetite and risk tolerance levels. The Risk Strategy and Risk Policy were first agreed by the Audit and Risk Committee in March 2018 and then approved by the IJB itself in June 2018. They were subsequently updated and approved by the Audit and Risk Committee in December 2022, with some changes to both documents, however there is no evidence of the updated Risk Strategy or Risk Policy being submitted to the IJB for approval. It is noted that the covering report to the December 2022 Audit and Risk Committee report states that these documents will be reviewed again in three years' time.</p>	Medium	6.1 Management should ensure that the IJB Risk Strategy and Risk Policy are presented to the IJB for formal approval.
Management Response		Responsible Officer & Target Date	
6.1 Agreed – the IJB Risk Strategy and Risk Policy will be reviewed and updated during this calendar year and presented to the IJB for formal approval.		6.1 IJB Chief Finance Officer December 2025	

4 Detailed Recommendations

Compliance with the Integration Scheme

Objective 7	Findings & Risk 1	Grade	Recommendations
	<p>The Revised East Lothian Integration Scheme, effective from 15 May 2023, outlines requirements for the IJB in a number of areas including Workforce Development, Participation and Engagement, Records Management, Register of Interests and Code of Conduct for Members. The following points are noted:</p> <ul style="list-style-type: none"> On 23 June 2022, the IJB adopted a new Code of Conduct for Members of the IJB (based on the Model Code for Members of Devolved Public Bodies). Further update and annual reminders was provided to the IJB on 26 October 2023 and 24 October 2024. It was confirmed that all current IJB members have signed the Code of Conduct; Completed IJB Members' Register of Interests are published on the Council's website for all current members of the IJB (voting and non-voting); On 25 August 2022, the IJB approved the IJB Records Management Plan and associated Memorandum of Understanding. The covering report advised that review of the RMP will be carried out annually on behalf of the IJB, although there was a lack of evidence to confirm if the annual reviews had been undertaken; On 23 February 2023, the IJB endorsed the ELHSCP Strategic Workforce Development Plan 2022-25, and the first annual update on the Workforce Plan was presented to the IJB on 23 May 2024; On 25 May 2023, the IJB approved the IJB Participation and Engagement Strategy 2023-25. The strategy commits to six-monthly feedback being provided to IJB members and staff, however although there was a lack of evidence to confirm if this feedback had been provided; On 20 March 2025, the IJB agreed to nominate the Council's Head of Corporate Support, Hayley Barnett as Standards Officer to the IJB (as a replacement to the IJB Chief Officer). 	Medium	<p>7.1 Management should ensure that there is appropriate review of the IJB Records Management Plan on a regular basis.</p> <p>7.2 Management should ensure that feedback on the IJB Participation and Engagement Strategy is provided to IJB members and staff on a regular basis.</p>

Management Response	Responsible Officer & Target Date
7.1 Agreed – there is no statutory requirement for an annual review and in line with relevant guidance, the IJB will move to reviewing the Records Management Policy and Model Publication Scheme every two years from June 2025.	7.1 Project Support Manager June 2025
7.2 Agreed – feedback will be provided on an annual basis with the updated strategy being in place from December 2025.	7.2 General Manager – Planning and Performance December 2025

A Recommendation Grading/Overall Opinion Definitions

Recommendation	Definition
High	Recommendations relating to factors fundamental to the success of the control objectives of the system. The weaknesses may give rise to significant financial loss/misstatement or failure of business processes.
Medium	Recommendations which will improve the efficiency and effectiveness of the existing controls.
Low	Recommendations concerning minor issues that are not critical, but which may prevent attainment of best practice and/or operational efficiency.

Levels of Assurance	Definition
Substantial Assurance	A sound system of governance, risk management and control exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited.
Reasonable Assurance	There is a generally sound system of governance, risk management and control in place. Some issues, non-compliance or scope for improvement were identified which may put at risk the achievement of objectives in the area audited.
Limited Assurance	Significant gaps, weaknesses or non-compliance were identified. Improvement is required to the system of governance, risk management and control to effectively manage risks to the achievement of objectives in the area audited.
No Assurance	Immediate action is required to address fundamental gaps, weaknesses or non-compliance identified. The system of governance, risk management and control is inadequate to effectively manage risks to the achievement of objectives in the area audited.

B Resource, acknowledgements & distribution list

Internal Audit	
Chief Internal Auditor: Duncan Stainbank	Senior Auditor: Stuart Allan
Review Dates	Completed By Date
Internal Audit Draft Report Submission	31 March 2025
Management Review Completion	15 May 2025
Final Report Issue	21 May 2025
Report Distribution	
Chief Officer, East Lothian IJB	General Manager – Planning and Performance
Interim General Manager – Strategic Integration	Chief Finance Officer, East Lothian IJB

Acknowledgements:

The weaknesses identified during the course of our audit have been brought to the attention of Management. The weaknesses outlined are those, which have come to our attention during the course of our normal audit work and are not necessarily all of the weaknesses, which may exist.

Although we include a number of specific recommendations, it is the responsibility of Management to ensure that adequate arrangements are in place for IJB Governance Arrangements.

The content of this report has been discussed with relevant members of staff to confirm factual accuracy. The assistance and cooperation received during the course of our audit is gratefully acknowledged.

REPORT TO: East Lothian Integration Joint Board

MEETING DATE: 26 June 2025

BY: Chief Officer

SUBJECT: Transfer of Telecare (TEC) Service

10

1. PURPOSE

- 1.1. To present to the Integration Joint Board a proposal to transfer the management of Telecare (TEC) service from the East Lothian Rehabilitation Service (ELRS) to East Lothian Council, Communities and Partnerships Customer Services Contact Centre.
- 1.2. To seek approval from the IJB.

2. RECOMMENDATIONS

The IJB is asked to:

- 2.1. Note and approve contents of this report as summarised in paragraph 2.2 below.
- 2.2. Summary of Recommendations:

2.2.1. Approval of Staffing resources and budget transfers

It is proposed the existing staffing resources and associated budgets, including income generated from service charges be transferred to Communities and Partnerships, Customer Services - Contact Centre to ensure the continued management of the Telecare Service.

2.2.2. Transfer of Business Administration Support

Approval sought to transfer 21 hours from ELRS Business Administration Support allowing the continued the essential provision of administration support to the Telecare (TEC) service.

2.2.3. Governance and Reporting Structure

To maintain consistent professional oversight. Agree and establish a dedicated HSCP point of contact to for continual professional and clinical Social Work and Allied Health Professional governance. Agreement of regularity of contact and two-way reporting with HSCP and East Lothian Council to maintain transparency and accountability.

3. BACKGROUND

- 3.1. Historically the Telecare service was managed by Customer Services. In 2011 it was transitioned to Social Work management to enhance the service profile and integrate professional oversight into its operation, however the Contact Centre and Telecare Service continued to maintain a strong collaborative relationship.
- 3.2. In 2020 the team were physically based within the Contact Centre, following the move to close Randall House. This close proximity has further fostered a deep understanding between the two services, particularly with the overlap between Telecare Assessments, installations and alarm call monitoring. As a result, the Contact Centre management staff have developed a comprehensive working knowledge of the Telecare operation.
- 3.3. The recent retirement of the Telecare Team manager provides a strategic opportunity to reassess the management and organisational framework of the Telecare Service. The primary focus is to ensure robust business continuity for the service which provides valuable support to vulnerable citizens of East Lothian, whilst also delivering the necessary ongoing and development support for the team.
- 3.4. These considerations are particularly vital as the service navigates the complex transition from analogue to digital (A2D) systems and continues to evolve in the response to technological advancements. The Contact Centre management are well connected with the Scottish Government Digital Office Telecare section and are actively involved and contribute to Digital Office workstreams, playing a key role in the Telecare analogue to digital transition.
- 3.5. This transition brings new layers of complexity in digital telecare, particularly with IT and telephony systems. Digital alarms are controlled through Device Management Portals (DMP) which facilitate the programming & management of devices whilst enabling proactive monitoring to identify emerging issues. They communicate via bespoke VPN's which are integrated into ELC's corporate network. The Contact Centre Management alongside their dedicated systems team can provide the expertise necessary support for these telecare operations. The system admin team provides 24/7 on call support for technical issues which could include monitoring of the DMPs. This is essential to help minimise clinical risk associated with technological and system disruptions such as mobile telephony outages which have been observed as the A2D progresses. Any disruptions could have significant impact on HSCP services in particularly in efforts to support people to remain safe at home and facilitate hospital discharges, as well as providing additional support for services such as Home First and Discharge to Assess (D2A).
- 3.6. **Finances**
The Telecare service is a chargeable service. This is a flat rate charge of £5.00 per week, generating an expected annual income of approximately £503,100, based on 1935 clients who are invoiced (as of March 2025). Certain individuals are exempt from these charges due to eligibility under Baris, SR1 or CTO, or through decisions made by Charging Appeals Panel for people who are vulnerable and experiencing

financial hardship. In accordance with the Non-Residential Charging Policy 2024-25, there are plans to further increase charges 2026/27 to £5.80 per week.

- 3.7. The Telecare budget is determined based on the income budget expected of £451,900. The projected budget for the 2025-26 financial year is allocated as follows. Staffing costs - £244,000, Operating costs £110,900, Support Services £1,400. Total - £356,300. The net income budget for this service is £95,600. Due to the initial two-year included SIM cost period coming to an end, the ongoing SIM costs are now projected to steadily rise to 2195 alarms * £5 p/m * 12 months = £131,700.00 p/a

3.8. **Debt**

The service has identified 90 individuals with outstanding service charges exceeding £300, amounting to a total debt of £65,000. This financial obligation has been flagged as concern by the Telecare service; however, efforts to secure a resolution has not yet been successful.

3.9. **Staffing**

Current staffing composition of the team consists of 3 x FTE Grade 7 TEC Officers, 1 x FTE Grade 8 Senior TEC Officer, 1 x 0.8 FTE Grade 11 Team manager. With support of Grade 4 business admin support of 31hrs. In addition, a temporary Grade 7 TEC Officer position was established to provide support during the A2D transition. However, this is currently vacant following the appointment of the previous post holder to a permanent role. It is requested that this funding/position be incorporated into the resource transfer to allow the Contact Centre to temporarily recruit for this role.

- 3.10. The transfer of the telecare service to Customer Services management, as outlined in 3.5. would further enhance the support available to the team. The team manager would not be replaced on a like for like basis; however, this transition presents opportunities to establish a more sustainable structure to foster the team's development and growth. This approach would ensure delivery of a robust service while maintaining collaboration with HSPC to uphold clinical governance. Furthermore, this proposal is expected to mitigate any potential business vulnerabilities and reduce any clinical risk to service users.

4. ENGAGEMENT

- 4.1. N/A

5. POLICY IMPLICATIONS

- 5.1. Non-Residential Charging Policy 2024-25. *(Please see full policy in Appendix A)*

SO1 - Develop Services that are sustainable and proportionate to need.

SO2 - Deliver new models of community provision, working collaboratively with communities.

SO3 - Focus on Prevention and Early Intervention.

SO4 - Enable people to have more choice and control and provide care closer to home.

SO5 - Further develop/embed integrated approaches and services.

SO6 - Keep people safe from harm.

SO7 - Address Health Inequalities.

6. INTEGRATED IMPACT ASSESSMENT

- 6.1. The new project or service does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy. (*Refer to Appendix B*).

7. DIRECTIONS

- 7.1. N/A

8. RESOURCE IMPLICATIONS

- 8.1. N/A

9. BACKGROUND PAPERS

- 9.1. N/A

AUTHOR'S NAME	Lesley Berry
DESIGNATION	General Manager, East Lothian Rehabilitation Service. Chief AHP
CONTACT INFO	Lesley.Berry@nhslothian.scot.nhs.uk
DATE	20/06/2025

Appendix A: Social Care Non-Residential Charging 2024-2025

East Lothian Council have agreed the following charges for non-residential social care services 2024-2025:

1. Financially Assessed Charges

These services will require the individual to complete a financial assessment form which will assess how much they can contribute towards their care. Charges apply up the maximum contribution calculated for each individual.

Service	Full Charge 2024-2025 <i>(the actual charge applied to will depend on an individual's financial assessment)</i>
Personal Support at Home Services (which are not Personal Care) for people over 18 when arranged by ELHSCP	£17.05 per hour (from 3 rd June 2024)
Resource Centres and other building-based community support sessions (3 hours)	£2.39 per person, per session (from 3 rd June 2024)
1 session with transport (discount bundle)	£3.55 per person (from 3 rd June 2024)
2 sessions with transport (discount bundle)	£5.88 per person (from 3 rd June 2024)

2. Flat Rate Charge

A charge will be applied for the following services provided (or arranged) by East Lothian Health and Social Care Partnership in addition to any maximum weekly charge calculated by the financial assessment for the above services. These charges are not capped or affected by the financial assessment process however the appeals process noted below applies.

Service	Charge
Meals provided at home	£4.20 per meal (from 1st June 2024)
Community Alarm Service	£4.50 per week (from 1 st October 2024)
Transport per journey (to destinations other than day centres and resource centres)	£2.47 per person, per journey (from 3 rd June 2024)

3. Appeals

If someone feels they are unable to pay for their charges, especially a flat rate charge, they should be supported to make an appeal.

Initial appeal requests should be emailed to
awchargingappeals@eastlothian.gov.uk

Individuals will need to provide a breakdown of their income and expenditure and reasons why they are unable to pay their charges. The panel meets the first Wednesday of every month.

4. Staff Actions

Please ensure you provide and support individuals who receive a chargeable service to complete a Financial Assessment Form. Or if they are receiving a flat rate service they are informed of the charge and supported to make a direct debit payment where possible.

It is also important you make the individual aware of the appeals process and support them in that process. An advocate can also be used to support them with the appeal.

More Information

- [Charging for support at home | Support at Home | East Lothian Council](#)
- [If you want to ask a question, or make an appeal or complaint | Charging for non-residential adult social care | East Lothian Council](#)

Appendix B: Integrated Impact Assessment (IIA)

Screening Tool

Title	Telecare Service Review
Lead Officer	Allison Bell
Sign off by Head of Service	<i>LESLEY BERRY</i>
Date	16/05/2025

What type of document or action is this?

Document	Tick all that apply	Action	Tick all that apply
Policy		Decision	√
Guidance		Proposal	√
Strategy		Options Appraisal	
Report		Identification of Options	
Plan	√		
Update Only			
Something else (please specify)		Something else (please specify)	

What is this document or action about?

The imminent retirement of the Telecare Team Manager presents an opportunity to review the management and organisational structure of the Telecare Team with an emphasis on ensuring robust business continuity and developmental support for the team.

These factors are particularly important as the team progresses through the challenging changes with the analogue to digital transition and service development as technology progresses.

With these factors in mind, the recommendation is for the Customer Services Contact Centre operation to manage the telecare installation team and service.

The IIA screening tool has been used to consider if an IIA is required.

Primary action is **service continuity**- ensuring patient safety and flow of service due to

1. Loss of expertise in niche role due to retirement
2. Change in technology and altered level of expertise required when moving from analogue to digital telecare

As a result of this review, we analysed the **impact on staff**

1. There is no change to employment continuity as staff will move from one manager to another within East Lothian council.
2. Any vulnerabilities will be supported in line with council policy.
3. Staff would have improved technical support in relation to digital telecare under new manager than remaining in rehab.

The impact on **service users**

There will be no change to users of this service who pay a weekly fee of £5. Plans to increase this to £5.80 for 2026/27 have already been agreed in a previous IIA.

There is currently no charge for telecare provision for equipment which is stand-alone (not connected to an alarm or alarm monitoring centre). There are no plans to change this but if there was a change to this service an IIA would be required.

The service review highlighted some existing **financial** concerns

1. There is no debt collection service within health resulting in unnecessary loss.
2. The net income this year is £106,564 but is not allocated to a service area which increases financial vulnerability.

East Lothian council can take accountability for the above.

Professional governance

To ensure high standards and communication within services an OT link will remain.

Does this document or action have the potential to create (directly or indirectly):

Positive equality or fairness impacts for:

	Yes	No	Not sure
The community/patients/service users?			No change
Staff that manage or carry out work that contributes to the delivery of delegated services?			No change
Someone else (please specify below)?			N/A

Negative equality or fairness impacts for:

	Yes	No	Not sure
The community/patients/service users?			No change
Staff that manage or carry out work that contributes to the delivery of delegated services?			No change
Someone else (please specify below):			N/A

Sign Off/Approval

Does this document or action require an IIA?	Yes	No
		No

Reasons why or why not:

There are no changes to service users or staff.
 There is no change of impact on any vulnerable group.
 Staff working will remain working under East Lothian Council.
 There are no plans to change costs to services except on a yearly basis as agreed by an existing IIA. Any plans to change charging levels in the future would require an IIA at that time.

Approver (Head of Service)

Name	Job Title	Date
		16/05/2025

Resources

Equality/Integrated Impact Assessments exist to:

- Create space for a range of people in different roles, organisations or parts of the community (especially those with lived experience) to consider the potential impacts that a document or action might have, and whether the document or action could or should be changed for fairer results. If the IIA recommends changes, these could be small, such as improved wording for sensitivity or clarity or fundamental, such as recommending that a different proposal be made.
- Support East Lothian IJB/HSCP to fulfil its Public Sector Equality and Fairer Scotland Duty. In practice this means considering how any recommendations or actions associated with this document or action might:
 - **Impact people experiencing social, income or health inequalities or disadvantages ([Fairer Scotland Duty](#)).**
 - **'Cause, address, prevent or end [unlawful behaviour that is banned by the Equality Act 2010](#), including discrimination, harassment and victimisation.**
 - **Advance equal opportunities between people who have a protected characteristic and those who do not.**
 - **Foster good relations between people who have a protected characteristic and those who do not' ([Public Sector Equality Duty](#)).**
- Identify any **positive impacts** of the recommendations of the Workforce Plan 2025-2028 and consider ways that we can maximise them.
- Identify any **negative impacts** of the recommendations of the Workforce Plan 2025-2028 and consider ways that we can mitigate them.