



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

**THURSDAY 26 JUNE 2025
VIA DIGITAL MEETINGS SYSTEM**

Voting Members Present:

Councillor S Akhtar
Mr J Blazeby
Dr P Cantley
Mr A Cogan (Chair)
Councillor L Jardine
Councillor C McFarlane

Non-voting Members Present:

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| Ms L Byrne | Mr D Hood |
| Ms M McNeill | Mr M Porteous |
| Ms F Wilson | |

Officers Present from NHS Lothian/East Lothian Council:

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| Ms L Berry | Ms M Burton |
| Ms C Goodwin | Ms J Jarvis |
| Ms L Kerr | Mr R McGill |
| Mr N Munro | Ms I Nisbet |
| Mr G Whitehead | |

Additional Persons Present:

Councillor L Allan

Clerk:

Ms F Currie

Apologies:

Councillor J Findlay
Ms E Gordon
Mr D Binnie
Mr D Bradley
Ms S Gossner
Dr J Hardman
Dr K Kasengele
Dr C Mackintosh

Declarations of Interest:

None

The Chair welcomed everyone to the meeting, which was being held remotely.

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 webcast of this meeting will be publicly available.

1. MINUTES FOR APPROVAL: EAST Lothian IJB ON 22 MAY 2025

The minutes of the IJB meeting on 22 May were approved.

2. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 22 MAY AND ROLLING ACTIONS LOG

The following matters arising from the minutes on 22 May were discussed:

Page 3 (Item 6) – In response to a question from Councillor Akhtar, Laura Kerr advised that a press release had been issued, funding confirmed, and they were currently looking for suitable premises. She said that a further update would be provided early next year.

Page 5 (Item 7) - Fiona Wilson and Mike Porteous confirmed that they were keeping track of new monies and allocations to ensure that the IJB received its share. Mr Porteous said he would update the IJB when allocations were received. The Chair said that members should be assured that monies would be appropriately allocated when they became available.

Rolling Actions Log:

The Chair confirmed that he would continue with verbal updates for his Chair's Report. He also advised that the Clinical Care Governance Committee reports would be picked up once they had been considered by the Health Care Governance Committee.

Post Meeting Note:

VCEL and Enjoy Leisure presentations will form part of the development session on 29 January 2026. This action has been removed from the Rolling Actions Log.

3. CHAIR'S REPORT

The Chair drew attention to the letter from Caroline Lamb on the publication of the Health and Social Care Service Renewal Framework (SRF) and the Population Health Framework which had been circulated to IJB members prior to the meeting. He encouraged members to review the contents of the letter and 4 supporting documents which would form part of future development session planning. He welcomed the continuing shift from hospital to community care although he noted that there was very little mention of IJBs which would need some further reflection.

Jonathan Blazeby agreed with the proposed inclusion in planning for development session and suggested that these should also be considered as part of the review of the Strategic Plan. Ms Kerr confirmed that they would be tied into the first draft of the new Strategic Plan and would provide a helpful emphasis on moving forward work with the Third Sector.

4. MEMBERSHIP CHANGES FOR THE IJB AND AUDIT & RISK COMMITTEE

A report was submitted by the Chief Officer informing the Integration Joint Board (IJB) of a change to its voting membership; and seeking nominations and IJB approval for a change to the membership of the Audit & Risk Committee, and appointment of a new Chair for the Committee.

Ms Wilson presented the report setting out the background and recommendations. The Chair thanked Councillor Jardine for her contributions to the IJB and Audit & Risk Committee, and he welcomed Councillor Allan to the IJB.

It was noted that 3 members of the Audit & Risk Committee were not present to give their views on nominations for a replacement Chair, and it was agreed that the IJB would delegate authority to the Committee to elect a new Chair at its next meeting in September 2025.

Following a request for nominations for a replacement East Lothian Council voting member of the Audit & Risk Committee, it was agreed that Councillor Akhtar would replace Councillor Jardine on the Committee.

Decision

The IJB agreed:

- (i) to note the appointment of Councillor Liz Allan as a voting member of the IJB, replacing Councillor Lyn Jardine.
- (ii) that Councillor Akhtar would replace Councillor Jardine as an East Lothian Council voting member on the Audit & Risk Committee; and
- (iii) to delegate to the Audit & Risk Committee members the authority to appoint a new Chair. This appointment to be made at the Committee's September meeting.

5. REVIEW OF THE EAST Lothian IJB STRATEGIC PLAN

A report was submitted by the Chief Officer providing the IJB with an update on progress in relation to the review of the East Lothian IJB Strategic Plan; and presenting proposed draft strategic objectives and delivery priorities to the IJB for consideration prior to commencement of the next stages of development

Claire Goodwin presented the report providing further detail on the draft strategic priorities, which had been reduced from 7 to 3, and the rationale for each. She advised that public engagement work would be carried out during the summer, the feedback would be used to prepare a draft plan by September. They remained on track to deliver the final draft Strategic Plan for approval by the IJB in December

Councillor Akhtar commented on the need for a stronger emphasis by partners on shifting the balance of care to support transformational change. Although she acknowledged that without more investment from government in local services and early intervention and prevention, it may be difficult to achieve such change. She also wished to see a stronger focus on housing, particularly in meeting mental health needs.

Councillor McFarlane expressed concern about the recruitment and retention of staff to support a shift in the balance of care and to ensure that appropriate community services would be available to those discharged from hospital.

The Chair acknowledged that staffing would be a significant challenge for the IJB over the next 5 years.

Councillor Jardine highlighted the IJB's contributions to the Council's housing strategy. She suggested that another area of influence should be the new Local Development Plan which was currently being prepared, especially in considering how best to address some of the challenges of an ageing population.

Mr Blazeby said that the document was a very good start and very easy to read. He agreed that having 3 strategic objectives was sensible but emphasised that the plan needed to be evidence-led, and, at present, more evidence was needed. He asked for further detail on the feedback received to date and whether it would be possible to have a summary paper including feedback from other IJBs and partners. He felt that this would help members to better understand the options. He also said it would be helpful to understand if there were any stark differences in the proposed direction within the feedback received to date.

Ms Goodwin advised that feedback had been captured in a spreadsheet and there had been a presentation to a recent development session on the main themes. She said that officers would continue to capture engagement feedback in that way to get a sense of ongoing themes. While the current document reflected the high-level themes which were the subject of engagement work earlier in year, that would change with further consultation. To date, the engagement had been with contacts within and familiar with the Health & Social Care Partnership. A more diverse range of opinions was expected in the next stage of consultation, and it would be a challenge to incorporate these views.

Mr Blazeby also pointed out that language was important, and they needed to be clear about what they meant by transformational change. Ms Goodwin agreed and said she would try to ensure that the language used in the plan was clear and that it reflected the language used within other key documents.

Ms Wilson thanked members for their comments. She said that the draft plan was progressing positively, and that consultation and engagement was something that was done well in East Lothian. She addressed concerns about shifting the balance of care noting that there had been great progress in the last 6 months with fewer delays and services supporting people better than before.

The Chair noted that this was a very important piece of work, and he invited members to approve the recommendations contained in the report.

Decision

The IJB agreed to:

- i. Note progress to date and next steps planned in relation to the review of the current IJB Strategic Plan.
- ii. Consider the proposed draft strategic objectives and delivery priorities and provide feedback.
- iii. 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.

6. REVIEW OF THE EAST LoTHIAN IJB DIRECTIONS

A report was submitted by the Chief Officer presenting recommendations regarding the East Lothian IJB Directions 2025-26 for consideration and approval by the IJB.

Ms Goodwin presented the report informing members that the recommendations regarding the 2025-26 Directions were based on a review of existing Directions and reflected updated budget information for the current financial year. She drew attention to the changes outlined in report and confirmed that, as part of the IJB's Directions policy, they would continue to actively consider whether Directions needed to be revised during the year and any changes would be brought to the IJB, if required.

Ms Goodwin responded to questions from Councillor Akhtar and Mr Blazeby on engagement, the practical effect of the Directions for officers liaising with delivery partners, enforcement, and performance management.

Mr Porteous advised on the finance aspects of the Directions and how this was used to direct spending and provide clarity on the flow of funds.

Ms Kerr provided information on the role of delivery groups, programme boards and the Strategic Planning Group in monitoring delivery and identifying issues which needed to be addressed.

Decision

The IJB agreed to:

- i. Consider and approve the 2025-26 East Lothian IJB Directions contained at appendices 1 and 2.
- ii. 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.

7. 2024/25 DRAFT (UNAUDITED) ANNUAL ACCOUNTS

A report was submitted by the Chief Finance Officer presenting the IJB's draft (unaudited) Annual Accounts for 2024/25 to the Board.

Mr Porteous presented the report and summarised the content of the draft accounts. He thanked colleagues for their help in pulling together the information in such a short timescale. He advised that the final (audited) accounts would be brought back to the IJB for sign off in September.

The Chair noted that the draft accounts had been considered and accepted by the Audit & Risk Committee.

Mr Blazeby queried the process for audit and approval and the involvement of the Audit & Risk Committee. Mr Porteous outlined the process by which the IJB was bound in preparing, considering and approving its annual accounts, including the role of external audit.

The Chair added that the accounts of IJB partners were also audited which should provide additional assurance.

Patricia Cantley, a member of the Audit & Risk Committee, said she was satisfied that the committee had appropriately followed process in reviewing the draft accounts.

Ms Kerr clarified that the IJB was being asked to consider and agree that the draft accounts should go forward for audit. The final agreement of the accounts would happen later.

Mr Blazeby said that he understood the process but did not necessarily agree with it. He suggested that consideration might be given in the future to challenging this process.

The Chair said he looked forward to seeing the audited accounts and hearing view of the external auditors in due course.

Decision

The IJB:

- i. Considered the IJB's draft (unaudited) Annual Accounts: and
- ii. Agreed that the draft annual accounts could be published and presented for audit.

8. CARERS STRATEGY YEAR 2 UPDATE

A report was submitted by the Chief Officer updating the IJB on work towards the Outcomes in East Lothian's Carers Strategy 2023-2026; and highlighting the proposed legislation giving every carer the "Right to a Break".

Maria Burton presented the report advising members that there would be a development session in August. She outlined the key points of the report, in particular the priority area of breaks for carers and continuing to maximise the carer voice through the panel and advisory groups. She also drew attention to the new 'Right to a Break' which was part of the Care Reform Bill passed on 10 June, and which would place specific duties on the Health & Social Care Partnership.

Ms Burton replied to questions from Councillor Akhtar, Dr Cantley, Isobel Nisbet and Mr Blazeby. She provided further information on providing support to increase capacity for breaks or respite for carers, increase the range of breaks and getting feedback on all types of breaks, not just respite. She agreed to provide an update on the rehabilitation service as part of the forthcoming development session.

Lesley Berry added that the rehab service was hugely valued and had garnered interest from other parts of the UK.

In response to further questions, Ms Burton provided details of the number of carers within the county and the current range of support and breaks available through social work services and third sector organisations. She acknowledged that the new legislation would have a significant impact, not least because there was no new funding attached to it, and it was difficult to assess how many carers currently had access to breaks.

Councillor Akhtar thanked Ms Burton for her leadership in this work and offered her thanks to all community partners without whom it would be impossible to deliver these

services. She noted that East Lothian was the fourth highest provider of breaks in Scotland.

Mr Kerr agreed that Ms Burton was doing an amazing job, and that East Lothian was often recognised for the unique and innovative support provided to its carers.

The Chair endorsed these comments on behalf of IJB.

Decision

The IJB agreed to:

- i. Note progress towards stated Outcomes in Year 2 (2024-25), as summarised in section 3.4 of the report and detailed within appendix 1; and
- ii. Note proposed action plan for continuing work in Year 3 (2025-26), within appendix 2.

9. IJB ANNUAL REPORTING SCHEDULE

A report was submitted by the Chief Officer informing the IJB of the annual reports required to come to the Board for review and approval, in line with the Public Bodies (Joint Working) Scotland Act 2014 and the East Lothian IJB Integration Scheme.

Neil Munro presented the report explaining that the schedule included reports which had to be presented annually to the IJB, and it also reflected comments from a recent audit report highlighting gaps in reporting. The schedule had been discussed with officers within the HSCP.

Responding to a question from Mr Blazeby, Mr Munro highlighted reports which had been not been presented regularly in recent years. He added that the schedule would help by highlighting the reports that should be coming forward to the IJB.

Decision

The IJB agreed to the annual reporting schedule provided at section 3.5 of the report.

10. TRANSFER OF TELECARE (TEC) SERVICES

A report was submitted by the Chief Officer presenting to the IJB 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; and seeking approval for this transfer.

Ms Berry presented the report outlining the background and explaining the rationale behind the proposed transfer from ELRS to the Contact Centre.

The Chair noted that this seemed a sensible and logical thing to do.

Councillor Akhtar asked a number of questions about mitigation of the debt transferred with the service. She felt uncomfortable about passing that debt onto one of the IJB's partners.

Ms Berry and Ms Kerr explained that this sum was in relation to client debt rather than budget debt. Work was underway with social work colleagues to review debts individually and offer help to clients where possible. Mr Porteous added the Council had its own debt management team which worked on behalf of all services they delivered for the IJB. In addition, the income generation aspect of the Telecare service would also move to the Council and would be of benefit to it going forward.

Ms Wilson said officers had worked closely with Council staff and there had been oversight by the Council's Executive Management Team and others before this proposal had been brought to IJB.

Raymond McGill said that his team had felt that it was important to highlight the debt to understand more about how the service was being delivered. They also wanted to ensure that those who required the service were receiving it, and that those who couldn't afford to pay did not miss out, while also making sure that those who could pay did pay.

Mr Blazeby felt that the proposal made a lot of sense and that it probably should have been done some time ago. He asked why this was being discussed at the IJB as it felt like an operational matter.

Ms Kerr explained that it was a significant change to a service sitting within the HSCP and it was right that the IJB was consulted.

Mr Blazeby commented that as there was no impact on clients and no change to the level of service; he was happy to agree the proposals.

Dr Cantley asked why an Integrated Impact Assessment (IIA) had not been carried out and whether clients were missing out due to cost factors. Ms Kerr explained the rationale for not completing an IIA. She advised that there were mechanisms in place to ensure that those who couldn't afford to pay for the service could still receive it.

Dr Cantley noted this response but said she still had concerns that some people who need the service may not be getting access to it due to financial issues.

Mr McGill acknowledged the point and said that they had long heard a desire nationally to make the service more widely available, but this had not happened for a variety of reasons.

Ms Nisbet added that the appeals group looked at the risks to the individual as well as the money aspect when reviewing cases.

Decision

The IJB agreed to:

- i. Note and approve contents of the report as summarised below:

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.

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.

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.

11. APPROVED MINUTES OF THE AUDIT & RISK COMMITTEE ON 18 MARCH 2025 (FOR NOTING)

The IJB agreed to note the minutes of the Audit & Risk Committee meeting on 18 March 2025.

Signed

Mr Andrew Cogan
Chair of the East Lothian Integration Joint Board