



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

**THURSDAY 30 OCTOBER 2025
VIA DIGITAL MEETINGS SYSTEM**

Voting Members Present:

Councillor L Allan
Councillor S Akhtar
Mr J Blazeby
Dr P Cantley
Mr A Cogan (Chair)
Ms E Gordon
Councillor C McFarlane
Councillor G McGuire (*Substitute)

Non-voting Members Present:

Ms M Allan	Mr D Binnie
Mr D Bradley	Ms S Gossner
Dr J Hardman	Mr D Hood
Dr K Kasengele	Mr M Porteous
Ms F Wilson	

Officers Present from NHS Lothian/East Lothian Council:

Ms H Barnett	Ms L Berry
Mr P Currie	Ms C Goodwin
Ms J Jarvis	Mr E John
Ms L Kerr	

Clerk:

Ms F Currie

Apologies:

Councillor J Findlay*
Ms M McNeill

Declarations of Interest:

None

The Chair welcomed everyone to the meeting.

The clerk 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 would be publicly available on the website for up to five years.

1. MINUTES FOR APPROVAL: EAST LoTHIAN IJB ON 25 SEPTEMBER 2025

The minutes of the IJB meeting on 25 September were approved.

2. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 25 SEPTEMBER AND ROLLING ACTIONS LOG

The following matters arising from the minutes on 25 September were discussed:

Page 4 (Item 6) – Councillor Akhtar referred to the helpful presentation from MELDAP and her suggestion of a future development session. The Chair supported this suggestion and asked that it be built into the development session programme

Rolling Actions Log:

The Chair sought members' agreement to close the items highlighted and this was agreed.

Laura Kerr provided an update on the first action; confirming that an update would be provided in around 6 months or as part of the normal reporting cycle.

3. CHAIR'S REPORT

The Chair had nothing to report as the recent partners meeting had been cancelled.

Councillor Akhtar reported that the last IJB Chairs and Vice Chairs meeting had focussed on housing and technology, and she had passed on the information to members. She also provided details of her attendance at the Carers of East Lothian AGM.

In response to a question from Jonathan Blazeby, Councillor Akhtar advised that the new legislation relating to breaks for carers had been discussed at a recent CoSLA meeting along with the need to ensure that local authorities received an appropriate level of support from the government to meet the expectations of carers.

Ms Kerr confirmed that the Programme Board for Carers was keeping abreast of developments in this area.

4. EAST LoTHIAN INTEGRATION JOINT BOARD MEMBER'S CODE OF CONDUCT

A report was submitted by the Standards Officer seeking approval of an updated East Lothian Integration Joint Board (IJB) Code of Conduct and reminding members of their personal responsibilities under the Code.

Hayley Barnett presented the report highlighting the minor drafting changes to the Code of Conduct which members were being asked to approve. She also gave a brief presentation on members' responsibilities under the Code including general conduct and declarations of interest.

Ms Barnett and Fiona Wilson responded to questions and the Clerk confirmed that IJB members were asked to sign the Code and complete an annual update of the register of interests. The Chair welcomed a proposal to include an annual training session on the Code as part of the development session programme, and he invited Ms Barnett to present this session.

Decision

The IJB:

- i. Agreed the amended East Lothian IJB Code of Conduct to maintain compliance with the Ethical Standards in Public Life etc. (Scotland) Act 2000.
- ii. Noted that it was each member's personal responsibility to comply with the Code.

5. HEALTHCARE GOVERNANCE COMMITTEE REPORT

A report was submitted by the Chief Officer updating the IJB on the HSCP annual report provided to the NHS Lothian Healthcare Governance Committee.

Sarah Gossner provided a detailed summary of the annual report highlighting some of the challenges facing services and some of the improvement way that was currently underway. The report provided an overall rating of 'moderate assurance' following an assessment of quality and safety of care across services. She advised that, while presented from a multi-disciplinary perspective, it was a health-based report, and that work was underway to consider how best to integrate reporting on social care and social work services.

For transparency, the Chair confirmed that he was also the chair of NHS Lothian's Healthcare Governance Committee.

In reply to questions from Mr Blazeby, Ms Gossner outlined the work undertaken on the recording and handling of complaints, as a result of a recent SPSO review. She also provided information on the level of data and analysis which had taken place when assessing services as part of the governance process and the detailed discussion which took place at the Committee.

Mr Blazeby thanked Ms Gossner for this explanation and suggested that when bring this report forward to the IJB in future she might include a short executive summary.

Ms Gossner acknowledged this point and, in response to a further question, she outlined the current and expected results of the improvement work undertaken on pressure ulcer care and treatment.

Ms Wilson and David Hood replied to questions from Councillor Akhtar the work being done to ease pressure on acute services. Ms Wilson referred to money received the previous year from the Scottish Government to support the front door of RIE, target delayed discharges and reduce bed occupancy. While money had been given on a recurring basis was subject to the board meeting its performance targets. East Lothian was only one part of the pan-Lothian picture and meeting future targets to secure funding was by no means certain. Mr Hood outlined the work being done locally in mental health

services to address bed occupancy and support patient flow at the Royal Edinburgh Hospital. East Lothian had the shortest length of stay of all 4 HSCPs.

Ms Wilson added that while they could evidence positive progress, they would like to see other areas do the same. However, they needed to consider the pace of change and acknowledge that not all IJBs in Lothian were at the same point in the transformation journey.

The Chair thanked members for a useful discussion.

Decision

The IJB agreed to note the content of the report which conformed with the standard reporting required to be presented to the IJB on an annual basis:

6. EAST Lothian HSCP Clinical and Care Governance Committee

A report was submitted by the Chief Officer updating the IJB on the HSCP Clinical and Care Governance Committee (CCGC).

Ms Gossner provided a detailed summary of her report which outlined the work undertaken as part of the review of governance structures. She drew particular attention to work on staff awareness and understanding, data collection and analysis, scheduling of meetings, and the presentation of just a few services at each meeting to allow for a more in depth discussion of the issues. She said that further work would take place in the spring to raise staff awareness of their role in clinical governance. She concluded that while good progress had been made over the past year, there was still some improvement work to be done.

John Hardman endorsed Ms Gossner's summary of the review and improvement actions.

Officers replied to questions from members. Ms Gossner and Dr Hardman explained that the functions of the short-life working group had been to look at the overall structure and function of meetings; mapping of governance structures across the HSCP and ensuring all processes linked together to allow issues to be escalated appropriately. Good progress had been made but there was still work to do. The working group would be closed once this work was complete.

Ms Gossner, Ms Kerr and Mr Hood provided further context to the IJB's role in clinical governance and how this report contributed to that. The IJB needed to be assured of the quality and effectiveness of the services which supported delivery of its strategic plan and a key part of that was being confident that appropriate governance structures were in place.

The Chair commented that NHS Lothian and East Lothian Council both had their own in-house processes for reporting governance issues, and these were separate to the arrangements for the IJB. Both he and Mr Blazeby acknowledged that it was not always clear how these processes were reconciled or what exactly should be the focus of the IJB's scrutiny.

Ms Kerr suggested that it might be useful to include a session on governance roles and responsibilities as part of the development session on the Code of Conduct.

Councillor Akhtar welcomed the paper and the suggestion of further clarity on roles and responsibilities, adding that it might be helpful to consider how the IJB communicates these structures more widely, as part of this session.

Ms Gossner commented on the importance of including all areas of the partnership in reporting, not just health. Ms Kerr reminded members that the Chief Social Work Officer annual report was presented annually to the IJB, and it should come forward at the next meeting.

Mr Hood suggested looking at what other IJBs were doing and the Chair said he would take this up at the next Chairs/Vice Chairs network meeting. He also supported the suggestion of including this in a development session.

Decision

The IJB agreed to note the content of the report.

7. FINANCE UPDATE AND FORECAST FOR 2025/26 AND 2026/27 FINANCIAL PLAN UPDATE

A report was submitted by the Chief Finance Officer laying out the Quarter 2 (Q2) financial position and updating the forecast position for 2025/26. The report also provided an update on the Financial Plan for 2026/27 and the financial planning process to the year end.

Mike Porteous presented the report highlighting the outcome of the Q2 review, the forecast overspend for the year, progress with efficiency measures, work on the 5-year financial plan and potential risks from future staff pay awards and the 2026/27 budget settlement from the Scottish Government which would impact the partners' financial planning.

Officers responded to questions from members. Mr Porteous outlined work taking place on a set of principles for all 4 Lothian IJBs to support a more accurate allocation of set aside services. Ms Wilson agreed that this service was a challenge as it sat outside of the day-to-day operational management of the HSCP.

The Chair suggested that a discussion on set aside should form part of the development session on finances taking place in November. Councillor Akhtar welcomed concurred.

Mr Hood replied to a further question on core and cluster accommodation and its role in supporting people being cared for closer to home and in the future housing strategy. He agreed to share information on the financial and other benefits gained from a recent development.

Mr Blazeby urged members and officers to reflect on the planning process for 2026/27, especially as the Scottish Government's budget announcement had been delayed to January. With a projected funding gap of £5M plus and future political uncertainties, they needed to be planning now and not leaving it until next April or May, and any discussions or decisions needed to be taken on the basis of a combined health and social care budget, rather than separately.

Mr Porteous pointed to the development sessions and business meetings scheduled before the end of March and confirmed that both the Council and NHS Lothian were aware of the need to prepare offers to allow the IJB to set a balanced budget by the end of this financial year. He added that members would have a more detailed understanding

of the position at the second development session; but that they were working on the basis that they would have a significant gap to fill.

Ms Wilson and Ms Kerr acknowledged the need to make further savings and address ongoing challenges and doing this using a joined-up approach across services, rather than considering each individually.

Councillor Akhtar reported that at a recent meeting of CoSLA's Health and Social Care board, all attendees agreed that this area was top of the list of pressures facing local and national government. She said it had been their understanding that there would be a 3 year settlement which may help future planning.

Decision

The IJB agreed to:

- i. Note the Q2 financial position and the updated forecast position for 2025/26.
- ii. Note the updated Financial Plan position for 2026/27.
- iii. Note the proposed Financial Planning Process for the remainder of the year.

8. APPROVED MINUTES OF THE AUDIT & RISK COMMITTEE MEETING ON 3 JUNE 2025 (FOR NOTING)

The Chair invited members to note the most recently approved minutes of the Audit & Risk Committee. The Clerk advised that while the Committee had been unable to appoint a Chair at its September meeting, it would do so at its next meeting on 2 December.

Signed

Mr Andrew Cogan
Chair of the East Lothian Integration Joint Board