



## MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD

THURSDAY 30 JUNE 2016  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON

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### **Voting Members Present:**

Councillor S Akhtar  
Mr M Ash  
Councillor S Currie  
Councillor J Goodfellow  
Councillor D Grant  
Mr A Joyce  
Ms A Meiklejohn

### **Non-voting Members Present:**

Ms F Duncan  
Dr R Fairclough  
Mr D King  
Mrs M McKay  
Ms S Saunders  
Mr D Small  
Mr E Stark  
Dr J Turvill  
Mr A Wilson  
Mr D Harvie  
Ms M McNeill

### **ELC/NHS Officers Present:**

Ms J Ogden-Smith  
Ms C Lumsden  
Ms S Goldsmith  
Mr A Milne

### **Clerk:**

Mrs F Stewart

### **Apologies:**

Mr P Murray  
Ms A MacDonald  
Mr T Miller

### **Declarations of Interest:**

None

## **1. NON VOTING MEMBERSHIP OF THE EAST LoTHIAN INTEGRATION JOINT BOARD**

The Chief Officer had submitted a report asking the Integration Joint Board (IJB) to agree the appointment of non voting members.

### **Decision**

The IJB agreed:

- (i) to the appointment of Marilyn McNeil to represent service users and Danny Harvie to represent the independent sector: and
- (ii) that these appointments should be for 3 years

*Both Marilyn McNeil and Danny Harvie were invited to join the meeting and welcomed on to the Board.*

## **2. CODE OF CONDUCT**

The Chief Officer had submitted a report asking the IJB to agree the final draft code of conduct.

David Small advised that the final draft code of conduct was based on a template provided by the Scottish Government. The code had been reviewed by the East Lothian Council Legal Services Manager and a number of minor changes made to the previous draft. These changes were outlined in the report.

### **Decision**

The IJB agreed the final draft code of conduct and agreed to submit it to the Scottish Government.

## **3. MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD OF 26 MAY 2016**

David King advised of an amendment to the Decision of Item 7, 2015/16 Annual Accounts Update, as follows.

The IJB agreed that:

- 7 (ii) the draft annual accounts would be accepted by the IJB's Audit and Risk Committee at their meeting on 21 June 2016.

With this amendment, the minutes of the East Lothian Integration Joint Board meeting of 26 May 2016 were approved.

#### **4. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 26 MAY 2016**

##### **Community Hospital**

David King reported that he had received an offer from NHS Lothian in relation to the revenue gap. Discussions were ongoing and he would update the Board at the August meeting.

##### **Closure of the Royal Bank of Scotland branch, Prestonpans**

As requested at the last meeting, the Chair had written to the Royal Bank to advise that concerns had been expressed by IJB members over the closure of the Prestonpans branch. The Chair reported that he had received a reply from the Chief Executive of the Royal Bank and he did not propose to take any further action. The Chair also advised that a motion had been passed at Council on 28 June condemning the closure.

#### **5. CHAIR'S REPORT**

The Chair reported that he and Mike Ash had attended a COSLA (Convention of Scottish Local Authorities) meeting in Edinburgh, the third in a series of meetings on the progress of IJB agendas. They had found the meeting interesting and it had provided a useful opportunity for networking. Mike Ash stated that some difficult questions had been put to the Cabinet Secretary for Health on budget matters and there had been much debate. There had also been a presentation by Scottish Government Officials on Health Improvement Scotland.

Councillor Currie stated that a multi-year spending review for Health and Social Care was due to take place in November 2016. He pointed out that it was awkward to have two partners setting budgets at different times and the Chair replied that this issue had been raised indirectly at the meeting and officials made aware of this concern.

#### **6. STRATEGIC PLAN IMPLEMENTATION PROGRAMME**

The Chief Officer had submitted a report to provide an update on the work being progressed in East Lothian to support the practical implementation of the IJB's Strategic Plan for adult services.

Carol Lumsden, Transformation and Integration Manager, presented the report. She referred to the IJB's Strategic Plan, approved in February 2016, and stated that the focus was now on the implementation of the Plan. Twenty priority projects with agreed timeframes and lines of accountability were outlined in Appendix 1 to the report. These priorities had been identified based on the Strategic Plan's needs assessment and subsequent gap analysis. Ms Lumsden added that all individual workstreams would be required to implement a robust programme management approach to delivery and the IJB would receive regular updates on progress.

The Chair enquired if the priorities could change and Ms Lumsden replied that the priorities were based on the Strategic Plan. The direction of the Plan was likely to change as part of an organic process and therefore priorities could change.

Mike Ash asked if it would be possible to cross-reference the projects to the directions in the Strategic Plan and Ms Lumsden confirmed that the projects would be cross-referenced. An efficiency programme would also be built in to each project from the start. The Chair added that any issues which arise would be brought to the August meeting.

Margaret McKay referred to Priority 2, EL Carers Strategy, noting that it was a new activity. She stated that carers and service users can become fatigued if the same issues are put to them and asked if the Carers Strategy, signed in 2013, could be built upon rather than embarking on a new strategy. Ms Lumsden advised that a new strategy had been proposed due to legislative requirements. A draft document had been circulated and further discussion would take place. Mrs McKay also stated that it was imperative actions were monitored following the sign off of the Strategy.

Councillor Currie noted the efficiency savings planned over the next 3 years and asked how it would impact on the Strategic Plan if these efficiencies were not met. David King replied that finances could not be allowed to impact on the delivery of the Plan. Councillor Currie also enquired if, in the interests of good governance, the Strategic Plan would be brought back to the IJB in 12 months in order that the public can be kept informed of progress. Ms Lumsden agreed that the Plan would be brought back and outlined the various working groups which had responsibility for the governance, accountability and risk associated with the Plan. Councillor Currie asked how the Strategic Plan would be signed off and Ms Lumsden explained the key role the IJB played and how it would be reported to the IJB.

Councillor Currie sought clarification on Phase 1 and Phase 2 of Priority 6 (Premises/bed base: Edington, Belhaven, Eskgreen, Abbey...). The Chair provided further information and advised that Phase 1 had just begun. He also advised that bed bases and future needs would be considered as a package of community planning in order to promote independence for older people. Councillor Currie enquired further on resources and finance for Phase 2 and the Chair replied that buildings and capital were not a delegated function of the IJB; this priority would be delivered in partnership with the Health Board and the Council.

Marilyn McNeil asked how more members of the public could be engaged in the consultation process and Ms Lumsden advised that a report on community and participation strategies was due to come to go to the IJB meeting in September.

Councillor Currie stated that it was important to be clear on how decisions relating to the Strategy were made. He also urged vigilance on efficiencies, as the success of the Strategy depended upon budgeted efficiencies being achieved.

Councillor Currie welcomed the report and thanked all those concerned for the work being done to improve the quality of life for residents of East Lothian. He stated that it was evident that progress was being made and he looked forward to the Strategy moving forward.

## **Decision**

The IJB agreed:

- (i) to note that the planning priorities and implementation workplan for the Strategic Plan had been considered and supported by both the Strategic Planning Programme Board and the Strategic Planning Group: and
- (ii) the adoption of the workplan as the blueprint for transformational change in the delivery of health and social care services in East Lothian.

## **7. EAST LoTHIAN INTEGRATION JOINT BOARD MEETING DATES FOR 2016/17**

The Chief Officer had submitted a report to set the dates for meetings of the IJB for 2016/17.

### **Decision**

The IJB approved the dates for meetings of the IJB for 2016/17, as set out in the report, with the exception of Thursday 21 July 2016 which was withdrawn.

### **SUMMARY OF PROCEEDINGS – EXEMPT INFORMATION**

The Integration Joint Board agreed to exclude the public from the following business containing exempt information by virtue of paragraph 5.9.2 of its Standing Orders (the business relates to the commercial interests of any person and confidentiality is required).

#### **East Lothian Community Hospital – Outline Business Case**

A report was submitted by the Chief Officer asking the Integration Joint Board (IJB) to note progress and support the Business Case for the East Lothian Community Hospital. The IJB agreed the recommendations contained within the report.











**REPORT TO:** East Lothian Integration Joint Board  
**MEETING DATE:** 25 August 2016  
**BY:** Chief Finance Officer  
**SUBJECT:** Final Financial Assurance 2016/17

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## 1 PURPOSE

This report lays out the final financial assurance process undertaken by the Chief Finance Officer of the IJB for 2016/17 after considering the formal offer from NHS Lothian (received on 14 June 2016) and updating the position on East Lothian Council's utilisation of the Social Care Fund

## 2 RECOMMENDATIONS

It is recommended that:-

- 2.1 Accepts the NHS Lothian offer with the following caveats :-
  - 2.1.1 That the Set Aside pressures are managed by NHS Lothian
  - 2.1.2 That the Partnerships can manage within their health budgets
  - 2.1.3 That the health budget setting model remains indicative until an appropriate baseline position is agreed
  - 2.1.4 That the prescribing budget setting model for 17/18 is clarified and agreed with the IJB.
  - 2.1.5 That a proposition to manage the emerging financial pressures within the GP prescribing budgets in 2016/17 is prepared.
- 2.2 Considers how the financial issues identified within the Adult Wellbeing budget can be addressed within the framework laid out in the IJB's Integration Scheme
- 2.3 Accepts that the financial assurance for 2016/17 is now completed with the outstanding issues becoming part of the IJB's financial planning development for 2017/18 and beyond.

### **3 BACKGROUND**

- 3.1 At its meeting of March 2016, the IJB received a report on financial assurance for the proposed resources delegated to the IJB by both East Lothian Council and NHS Lothian.

The IJB agreed to the recommendations of its Audit and Risk Committee.

- 3.2 A report has been presented to the IJB's Audit and Risk Committee which laid out the final financial assurance work for 2016/17. A review of this work has been undertaken by the IJB's Chief Internal Auditor and her report has also been presented to the Audit and Risk Committee for consideration.

- 3.3 There are a range of issues arising from this work – an overall summary is presented below – but the key proposal is that the financial assurance is now considered to be completed with the issues arising from this work to be incorporated into the financial planning and budget setting process for 2017/18 and beyond.

- 3.4 Summary of issues and risks

- 3.4.1 East Lothian Council Offer.

The IJB accepted the offer from East Lothian Council on the basis that assurance would be given that the efficiency plans embedded in that budget (c. £2.4m) would be achievable. At this time there are plans for c. £1.8m of efficiencies and therefore a gap in these plans of c. £6000,000.

The IJB accepted East Lothian Council's proposition around the use of the social care fund. Two pieces of further information are now available that were not available in March –

- The 15/16 out-turn position for Adult Social Care which was projected at an overspend of c. £436,000 has now been confirmed at an overspend of c. £1.2m
- The overall cost of delivering the living wage (including the National Care Home Uplift) was estimated at c. £1.0m. It is now projected at £1.8m.

Clearly this is a significant change. A detailed analysis has been considered by the Audit and Risk Committee and the Committee will make a verbal report to the IJB considering their recommendation as to progress.

- 3.4.2 NHS Lothian Offer

NHS Lothian has now made a final offer to the IJB based on the financial plan that it submitted to the Scottish Government in June '16. NHS Lothian's financial plan has a 'gap' of c. £20m and the IJB's share

of this gap is estimated at c. £900,000. From the analysis of the financial plan this gap relates entirely to the Set Aside budgets and NHS Lothian have offered to underwrite the financial pressures in the Set Aside budgets.

The financial plan has a significant level of efficiency plans built into it, and although the IJB has detailed information about the East Lothian Partnership's plans it does not have an analysis of the other plans that impact upon its budget.

A significant element of the Partnerships' efficiency plans is to support the projected pressure within the GP Prescribing budget. However, since this plan was drawn up, further information has become available about the prescribing position which suggests that the position has further deteriorated beyond the ability of the Partnerships to manage. The IJB will require further assurance from NHS Lothian as to how this potential financial pressures can be managed.

A detailed reply capturing these issues and requesting further clarification of the budget setting model will be made to NHS Lothian after the IJB has decided how to progress this matter.

3.5 Because of timing issues, the IJB's audit and risk committee has met directly before the IJB's own meeting. There has not, therefore, been time to prepare a report laying out the recommendations of the committee and this will be reported verbally at the meeting.

3.6 In terms of general, overarching principles this report considers that:-

- The IJB needs to progress its work, in order to do that it needs to establish a budget even though that budget contains a significant elements of potential financial risk and issues to be resolved
- The financial assurance process of 2016/17 needs to be brought to a conclusion given that the IJB's input into the 2016/17 budget setting process was marginal and that its is already 2016/17. The energy and resources of the IJB should now be concentrated on the financial planning and budget setting processes for 2017/18 and beyond.

## **4 POLICY IMPLICATIONS**

4.1 There are no further policy implications arising from this document.

## **5 INTEGRATED IMPACT ASSESSMENT**

5.1 Any changes to workforce arrangements will be subject to the appropriate impact assessments.

## **6 RESOURCE IMPLICATIONS**

6.1 The resource implications are discussed above but, in summary these cannot be adequately analysed until a final position is available.

## **7 BACKGROUND PAPERS**

7.1 Financial Assurance reports to the Audit and Risk Committee and the IJB.

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<b>DESIGNATION</b>	Chief Finance Officer
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<b>DATE</b>	19 August 2016



**REPORT TO:** East Lothian Integration Joint Board

**MEETING DATE:** 25 August 2016

**BY:** Chief Officer

**SUBJECT:** Belhaven Hospital

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## 1 PURPOSE

- 1.1 This report asks the Integration Joint Board (IJB) to agree a process regarding Ward 2 at Belhaven Hospital.

## 2 RECOMMENDATION

- 2.1 That the IJB agree to the proposed process to manage the issues around Ward 2 at Belhaven Hospital.

## 3 BACKGROUND

- 3.1 There has been recent media coverage of concern for the future of Belhaven Hospital in Dunbar.

- 3.2 The IJB directions which emanate from the strategic plan indicates the following direction to NHS Lothian:

*D01.c Continue to support and progress a dedicated programme of analysis and work to review bed bases in Edington and Belhaven Hospitals and bring forward a range of option appraisals and proposals to the IJB by December 2016 which consider alternative models of care and re-provision and which fully recycle the aligned financial and human resources within East Lothian. The options appraisal should recognise the need for enhanced intermediate care, respite care and end of life care provision and will include the delivery of minor injuries services at Edington Hospital.*

- 3.3 The background work on this direction has started with the setting up of a joint management group to assess future needs for beds and housing with care in East Lothian which will give a view of the number of beds and places required in each area.

- 3.4 However there are immediate concerns about Ward 2 at Belhaven Hospital.

- 3.5 Belhaven Hospital has three wards. Ward 1 has 11 beds and provides nursing home care purchased by East Lothian Council. Ward 2 has 12 beds and provides direct access beds for local GPs. Ward 3 has 11 beds and provides a mix of NHS long term care and nursing home care.
- 3.6 Wards 1 and 3 have single rooms and good facilities for patients and visitors and are registered with the Care Inspectorate. Ward 2 has open multi bed bays, inadequate bathroom and hand washing facilities and poor facilities for visitors etc.
- 3.7 In addition the development of Hospital at Home (IJB direction DO6) through the Integrated Care Fund is increasingly providing nursing and medical services at home for older people instead of hospital admission. This includes some of the types of patients admitted to Ward 2 at Belhaven.
- 3.8 These two factors have led to consideration of the potential to cease to use Ward 2 for GP admissions and to accommodate GP admissions in Ward 3.
- 3.9 Following discussions of these issues with local GPs and staff at Belhaven Hospital in June 2016 there has been media attention and the establishment of a “Campaign Steering Group” to “save ward 2”.
- 3.10 It was agreed with the GPs and staff that a working Group should be established to review GP admissions and reach a view about the number of beds needed for the future in light of hospital at home and other factors.
- 3.11 The working Group will hold its first meeting in early September 2016 and should report in October 2016.
- 3.12 The following approach is proposed to public engagement and decision making on this issue.
- 3.13 That the “Belhaven Forum” should be re-established. The forum existed at the time of the former Older People’s Strategy from 2011 to 2013 and included community councils, staff, GPs, friends of the hospital, elected members, representatives of various organisations such as day centres etc.
- 3.14 The membership would be refreshed to take account of changes such as the establishment of Area Partnerships.
- 3.15 The forum would serve as the public engagement vehicle on Ward 2 and the longer term future of the Hospital.
- 3.16 The Working Group would be chaired by the Clinical Director and would engage the forum in its recommendations. The working group would report to the IJB.

#### **4 POLICY IMPLICATIONS**

4.1 There are no policy implications of the paper.

#### **5 INTEGRATED IMPACT ASSESSMENT**

5.1 This report does not have any immediate implications. Any proposals coming forward would have an integrated impact assessment carried out and the forum would be involved in that work.

#### **6 RESOURCE IMPLICATIONS**

6.1 There are no immediate resource implications of this paper.

#### **7 BACKGROUND PAPERS**

7.1 None.

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<b>DATE</b>	17 August 2016