

East Lothian
Integration Joint Board



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

**THURSDAY 24 AUGUST 2017
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

Voting Members Present:

Mr P Murray (Chair)
Councillor S Currie
Councillor S Kempson
Councillor F O'Donnell
Ms F Ireland

Non-voting Members Present:

Ms F Duncan
Dr R Fairclough
Dr A Flapan (Items 2 – 10)
Mr D King (Items 7 – 10)
Ms A MacDonald
Mrs M McKay
Mr D Small
Mr E Stark
Dr J Turvill
Mr A Wilson

ELC/NHS Officers Present:

Mr P Currie

Clerk:

Ms F Currie

Apologies:

Councillor S Akhtar
Mr A Joyce
Ms M McNeill
Mr T Miller
Prof. M Whyte

Declarations of Interest:

None

1. MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD OF 29 JUNE 2017 (FOR APPROVAL)

The minutes of the meeting of the East Lothian Integration Joint Board (IJB) on 29 June 2017 were presented for approval. Paul Currie requested that his name be removed from the sederunt as he had not been present at that meeting. The minutes were approved, subject to this one amendment.

2. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 29 JUNE 2017

Delayed Discharges – Alison MacDonald reported that the June and July census figures showed an improving trajectory - 10 and 12 delayed discharges respectively, against a target of 14. She added that while there continued to be a sustained effort, August had been a more challenging month with the current figure sitting at 23 and the census due next week. Ms MacDonald explained that part of the increase was due to supporting Edinburgh with step down beds and ongoing challenges around availability of care home beds and Hospital at Home.

Councillor Currie asked about the possibility of opening up additional beds in Eskgreen. Ms MacDonald said that this had been looked at but that many of those waiting on discharge from hospital required ongoing nursing care rather than simply residential care. Others had complex needs such as housing or required admission to specialist units. She indicated that the current arrangements regarding step down were short-term and the intention was to repatriate these beds from Liberton Hospital in April 2018.

Margaret McKay asked about the continuing distinction between residential and nursing care and whether this remained appropriate. She also pointed out that many people did not understand the difference between the two. David Small acknowledged her point but said that the Care Inspectorate continued to have separate regulations for residential and nursing care homes. While combining the two may be an option for independent providers, the Council was not allowed to employ nursing staff so their homes were classed as residential. However, he added that the Health & Social Care Partnership offered the opportunity of doing things differently in future and a potential way forward was being considered.

Councillor Currie commented that it was difficult for people to understand why we were not using the capacity available in East Lothian and were instead placing people elsewhere. The Chair acknowledged his remarks and said that these would be covered in discussions about the longer term plans later in the meeting.

(Item 4) Roles of members of the IJB – Councillor O'Donnell asked whether there would be time at today's meeting to discuss the role of IJB members. Mr Small advised that following the June meeting members had been consulted by e-mail and invited to comment on the definitions of their roles. Several members said they had not received this e-mail and Mr Small agreed to check when it was sent out and re-issue if necessary.

(Item 7) Financial update/HRA funding – Councillor Currie sought clarification on whether any underspend incurred by the IJB as a result of work funded via the Housing Revenue Account (HRA) should be retained by the IJB or returned to the HRA budget. He was concerned that should these monies return to the HRA it would result in the IJB

incurring an overspend in future years. Councillor O'Donnell said her understanding of the Administration's policy was that no money would be diverted from the HRA. The Chair and Mr Small agree to seek clarification from the Chief Finance Officer, David King.

(Item 7) Learning Disability – Councillor O'Donnell asked about plans for a future discussion on learning disability. Mr Small said that the intention was to work on preparing the strategy and hold a development session for IJB members before bringing forward a paper on this issue.

(Item 8) Participation and engagement – Councillor O'Donnell sought an assurance that this issue would be included in the action plan to address areas for scope for improvement. Mr Small confirmed that work was underway.

(Item 10) Carers – Margaret McKay asked if it was still the intention to hold a development session on carers in advance of the introduction of new legislation. The Chair confirmed that a session for IJB members had been arranged for 28 September 2017 and he encouraged all members to attend.

3. CHAIR'S REPORT (VERBAL)

The Chair drew members' attention to recently published reports from Audit Scotland and NHS Health Scotland relating to Self Directed Support and achieving excellence in pharmaceutical care.

He reported that he and Mr Small continued to meet regularly with key stakeholder groups to encourage their engagement with the strategic planning process.

Lastly, the Chair referred to the active communities/fitness agenda and how the IJB could better support preventative services in East Lothian. He said he was keen to include this issue more prominently in the IJB's future plans.

Dr Jon Turvill advised that the Physical Activity Planning Group were also focused more towards the preventative agenda and increasing participation in physical activity. The aspiration of a population with better health and wellbeing was also part of the Scottish Government's strategy for health.

4. NHS HEALTHCARE GOVERNANCE COMMITTEE

Fiona Ireland reported on two issues of relevance to the IJB: the requirement for each IJB to have in place a Workforce Plan by the end of 2017; and the proposals for the development of a 'fragile services' register. She explained that the register would allow them to identify where services were very fragile and the reasons for this, e.g. staffing issues, environmental factors, patients not receiving the expected standard of care. It would also allow for the development of strategies to make these services more robust. Ms Ireland advised that she would report back to the IJB when the register was complete.

Dr Turvill asked how the register would be constructed and the proposals for consultation with services. Ms Ireland indicated that things were at an early stage and that the proposals would be discussed at the Strategic Planning Group.

Dr Richard Fairclough said that the register should look at those services provided out with the NHS and not just primary care services. The Chair agreed that it was important to recognise the range of service provision.

5. EAST LOTHIAN COUNCIL POLICY & PERFORMANCE REVIEW COMMITTEE AND AUDIT & GOVERNANCE COMMITTEE

Mr Small stated that, as there was no longer a voting member of the IJB who was also a member of these committees, he would provide members with a brief summary of any items of relevance.

He reported on the agenda for the Audit & Governance Committee meeting on 20 June 2017. Highlighting an Internal Audit Report on Workforce Planning, he advised that this issue would have implications for the IJB going forward. From the meeting of the Policy & Performance Review Committee on 14 June, he referred to the performance reports but remarked that any information they contained on delayed discharges would have already been reported to the IJB.

Mr Small advised members that a further update on the work of these Committees would be provided to the IJB at its October meeting.

6. INTEGRATION JOINT BOARD ANNUAL REPORT 2016/17

A report had been submitted by the Chief Officer presenting to the IJB the first annual performance report for 2016-17, covering the first year of operation of the IJB.

The Chair advised members that this was a reflective report which would provide the benchmark for future reports and would show how lessons could be learned and applied to improve future performance.

Mr Currie presented the report. He reminded members of the reasons for the delay in publication and he outlined the background to the report and the key content. He stated that, in addition to the full report, a two page summary document would be available and he proposed that the documents be published via the internet and social media, with printed copies being produced on request.

Councillor Currie queried whether the report should include information on the members of the IJB and whether the summary document could be printed and made available in GP waiting rooms and other public areas.

Mr Currie confirmed that a link to the website containing details of the IJB membership could be inserted into the report and that paper copies of the summary document could be provided if the IJB requested it.

Fiona Duncan pointed out that there was no reference to criminal justice services in the report. Mr Small agreed that this should be included and suggested that Mr Currie and Ms Duncan agree a form of words.

Mrs McKay said that the report was very readable but emphasised the importance of equality of access for those who did not use the internet or social media. She suggested that the summary might be produced in a poster format.

Dr Turvill noted that the report was driven by national criteria and asked when the IJB envisaged adding their own criteria and more detail about the variation in experience of services across East Lothian. The Chair suggested that this be discussed during agenda Item 7.

Councillor O'Donnell requested some additions around drug and alcohol prevention, the older people's day care review, carers, information on the financial risk strategy and the Integration Fund. She also suggested reviewing some of the language in the report to make it clearer.

Ms Duncan said that she found it a very readable report and that the only query she had was in relation to Outcome 7 where she suggested further clarity was needed on the dataset and the referrals.

Dr Fairclough felt that the report was well constructed with good quality graphics. Referring to the statistic that 30% of children in East Lothian were living in poverty and the impact this had on mortality rates, he asked how the IJB intended to address this issue. The Chair stated that he would return to this issue later in the meeting.

Mr Currie confirmed that it would be a relatively easy matter to produce printed copies of the summary document in report and poster formats for community outlets. He said he was also look at Dr Turvill's point about providing more detail on variations in results across the county.

The Chair proposed that the IJB approve the publication of the report subject to their comments being taken on board and other options being explored to ensure equal access to the report out with the internet or social media.

Decision

The IJB agreed to:

- (i) Approve the draft annual report for 2016/17, prepared in line with Scottish Government guidance, noting that East Lothian HSCP exceeds Scottish and peer performance on a number of measures.
- (ii) Approve the publication of the draft annual report on the internet and that other options are explored to ensure equal access to the document for those who do not use the internet/social media.
- (iii) Approve the draft summary version of the report and that other options are explored to ensure equal access to the document for those who do not use the internet/social media, taking into account the comments and suggestions of IJB members.

7. HEALTH AND SOCIAL CARE PARTNERSHIP PERFORMANCE

The Chief Officer had submitted a report updating the IJB on the East Lothian Health and Social Care Partnership's (HSCP) performance against an agreed suite of national indicators. The report also informed the IJB of the introduction of new performance measures which were being incorporated into local performance monitoring processes.

Mr Currie presented the report highlighting East Lothian's performance against certain measures and comparisons with national results and peer HSCPs. He said that the report presented analysis on 19 of the 23 national indicators but that data was not yet available for some of the newer indicators. He explained that the indicators could be

added to in future as and when the Partners or the Scottish Government felt that areas of performance required looking into more closely. He invited members' comments on the HSCP's progress against the national indicators and with the Directions.

The Chair said that it was frustrating that some of the performance information was not available and that the reporting timetable did not fit with the life of the IJB: it needed time for the IJB to catch up.

Members raised a number of questions relating to aspects of performance on delayed discharges, access to and satisfaction with GP services, unplanned admissions and mental health services. Mr Currie, Mr Small, Ms MacDonald and Dr Turvill expanded on the results shown and the work being undertaken to address continuing challenges. They also acknowledged that there were variations in experience across the county which needed to be taken into account.

The Chair referred to the solutions being proposed to address issues such as access to GP services and that it would take time to determine the level of their success and whether additional measures were needed.

In response to questions, Mr Small advised that although the performance report was not submitted officially to the Scottish Government, officials did monitor progress and national networks such as CoSLA and SOLACE also kept an overview and engaged with key topics. The Chair added that an event would be held on 31 October 2017 for chairs and depute chairs of IJBs.

Councillor Currie accepted that figures needed to be looked at in the round and that performance on different issues may be interconnected, e.g. access to GP services and increased A&E presentations. However, he said it was also important to look at what the performance figures meant for people in East Lothian, the actions proposed by the IJB and whether performance had improved as a result.

Mr Small reminded members that there was some of the work underway would not show results until next year. Referring to the recommendation contained in the report on extra care housing and re-provision of Abbey and Eskgreen Care Homes and Edington and Belhaven Hospitals, he advised that there was a need to modernise these aspects of care of the elderly in East Lothian. He said that work would be undertaken over the next four months and proposed that arrangements be put in place to ensure full consultation with stakeholders and IJB members in advance of a report being submitted to the IJB in December. He suggested the reintroduction of community engagement fora for North Berwick and Eskgreen, in addition to the current forum at Belhaven.

Mr Small confirmed that neither the Health Board nor the Council could make any changes without the IJB first reaching a decision on its strategic direction for the service.

Decision

The IJB agreed to:

- (i) Note the June 2017 performance report and the progress made against the indicators between the August 2016 and February 2017 reports and this most recent report.
- (ii) Note the work underway with NHS Lothian to support delivery of the Directions for 2017/18 and to monitor progress.

- (iii) Receive a report on the extra care housing and the way forward with re-provision of Abbey and Eskgreen Care Homes and Edington and Belhaven Hospitals at the December 2017 meeting and to ask the Chief Officer to establish engagement fora for this work.
- (iv) Note the development at national level of further performance measures and monitoring processes to incorporate priority need outcomes announced by the Scottish Government and CoSLA. There is an expectation that further measures will be developed as integration work continues.

8. THIRD SECTOR MEMBERSHIP, PARTICIPATION AND DELEGATES IN EAST LoTHIAN

The Chief Officer had submitted a report informing the IJB of the new Third Sector delegate structure facilitated by STRiVE and seeking support for this structure moving forward.

Eliot Stark presented the report outlining the reasons behind the development of the delegate system and how it was intended to work in practice.

Mrs McKay said that she was supportive of the proposal for elected delegates and asked if there would be a pool of people identified. Mr Stark indicated that this was the intention and that the pool would ensure that the Third Sector could benefit from a wide range of expertise.

Responding to questions from Councillor O'Donnell, Mr Stark acknowledged that there would be resource implications for STRiVE and that delegates would need to be provided with training in their roles and responsibilities in relation to community planning and the IJB. He added that while the system was about identifying the right person for the right role, STRiVE were mindful of issues such as diversity and longer term capacity to offer representation in key areas. These issues would be monitored and adjustments would be made as and when necessary.

Decision

The IJB agreed:

- (i) To adopt the Third Sector delegate system with elected Third Sector delegates serving:
 - The Integration Joint Board
 - The Strategic Planning Group
 - The Planning Groups below that
- (ii) That the Strategic Planning Project Teams and further working groups requiring a Third Sector perspective to be serviced by specialist delegates from a delegate pool facilitated by STRiVE
- (iii) That a review of the success of this system should be undertaken after 12 months.

9. IJB AUDIT AND RISK COMMITTEE – MEMBERSHIP AND CHAIRING

The Chief Finance Officer had submitted a report proposing the membership of the IJB's Audit and Risk Committee including a proposition to have as its Chair a non-voting member of the IJB.

David King summarised the background to the report and the proposed changes to the membership and terms of reference for the Audit and Risk Committee.

Councillor Currie expressed concerns about his availability for meetings and the effect that this may have on the quorum for each meeting. The Clerk advised that the quorum was three out of the five members which would allow for the occasional absence of members. Councillor Currie agreed to remain a member of the Committee.

Decision

The IJB agreed to:

- (i) Approve the revised terms of reference for the Audit and Risk Committee;
- (ii) Approve the membership of the Audit and Risk Committee; and
- (iii) Approve the appointment of the Chair of the Audit and Risk Committee.

10. FINANCIAL POSITION – 2017/18 UPDATE AND FUTURE PLANNING

The Chief Finance Officer had submitted a report updating the IJB on the year to date (June 2017) financial position; putting forward propositions in relation to a review of the health budget setting model for the IJB and around the financial planning model for 2018/19; and a proposal to develop a multi-year financial plan to support the IJB's Strategic Plan.

Mr King presented the report outlining the financial position as at June 2017, the current forecast overspend for 2017/18 and proposals for recovery actions. He also invited members' views on proposals for a review of the health budget setting model and future financial planning, including the production of a multi-year financial plan.

The Chair encouraged members to give their support to the continuation of a dialogue between officers and the Partners to improve financial processes and consider how the IJB could better support its transformational programme and ensure that the right priorities are set for the community it serves.

Ms Ireland noted that despite the requirement for the IJB to understand the potential impact of recovery plans on services, there still appeared to be a lack of detail in the report. Looking ahead to 2017/18 she agreed that there was a need to understand the costs of the services the IJB wanted to deliver, as well as how the plans at Board, IJB and national level interact. Without this knowledge the IJB would not get to the point of service transformation.

Councillor Currie commented on the importance of getting the necessary resource transfer, however challenging, to support the transformation of services. He noted that in the current financial year the IJB was already at the point of implementing recovery plans and he wondered when they would get to the point of doing things differently.

However, he agreed with the proposals for multi-year financial planning as a way of setting out how the IJB intended to achieve improvements in the longer term and where it was looking to make future efficiency savings.

Councillor O'Donnell observed that unless the IJB began to invest in public health and prevention, services would not be sustainable in the longer term but that this would mean spending money in the short term. She also asked when further information would be available regarding pressures within set aside services.

Mr King acknowledged the members' concerns about recovery plans, budget transfers and moving from managing pressures to service transformation. He agreed that further information was required on these issues. He added that dialogue was underway regarding future health budget modelling which he viewed this as a positive step.

In response to a further question from Councillor O'Donnell regarding social care policy, Mr Small stated that the IJB's role was to set the vision and the Council's role was to procure it. However, the IJB was mindful of the need to ensure that there was no conflict between the two.

Decision

The IJB agreed to:

- (i) Note the outline financial position for the first three months of the current financial year.
- (ii) Support the proposal to review the health budget setting model and consider a review of the adult social care budget setting model.
- (iii) Support the proposal to redesign the financial planning model in 2018/19.
- (iv) Support the development of a multi-year financial plan.

Agenda Item 6 – Additional Note

Referring to Dr Fairclough's point about child poverty which he raised during Item 6, Mr Small said that he would review the East Lothian Child Poverty Commission report published in 2016 and consider whether the IJB needed to reset its priorities.

Signed

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Peter Murray
Chair of the East Lothian Integration Joint Board