

East Lothian
Integration Joint Board



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

**THURSDAY 21 DECEMBER 2017
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

Voting Members Present:

Mr P Murray (Chair)
Councillor S Akhtar
Councillor S Currie
Councillor S Kempson
Councillor F O'Donnell
Ms F Ireland
Mr A Joyce
Ms M Whyte

Non-voting Members Present:

Ms F Duncan
Dr M Flynn
Ms E Johnston
Mr D King
Ms A MacDonald
Mrs M McKay
Mr T Miller
Ms S Saunders
Mr D Small
Mr A Wilson

ELC/NHS Officers Present:

Ms J Ogden-Smith
Mr P Currie

Visitors:

Mr D Melly, Audit Scotland

Clerk:

Ms F Currie

Apologies:

Dr R Fairclough
Dr A Flapan
Ms M McNeill

Declarations of Interest:

None

1. MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD ON 26 OCTOBER 2017

The minutes of the meeting on 26 October 2017 were agreed, subject to an amendment on page 8 - the summary of the private discussion. (Further detail is provided at the end of these minutes.)

2. MATTERS ARISING FROM THE MINUTES OF 26 OCTOBER 2017

(Item 4) Carers Strategy – Councillor Shamin Akhtar asked for an update on progress. David Small advised that work was underway and that the Strategy should in place by the end of the financial year. Jane Ogden-Smith added that the consultation would be available on the Council's website (Consultation Hub) until the end of the month. Margaret McKay observed that the membership of the working group had fluctuated which had slowed things down. She said that it was important to involve those out with the voluntary sector and she suggested that it might be possible to develop policies out with the formal meeting structure.

(Item 6) Financial Position – Councillor Fiona O'Donnell asked if it would be possible for members to receive information on how spending relates to individual Directions. Mr Small indicated that the Directions link directly to the IJB's budget and the monies provided by the two Partners. He said that the paper at Item 8 on the Agenda would provide more information on the current position.

Councillor O'Donnell commented that if the IJB had a budget overspend then it was not spending the amounts originally set for the delivery of its Directions. Having access to this information would allow members to understand where exactly the IJB was overspending.

David King acknowledged these comments and accepted that he did not always bring all of the detailed figures to the IJB. However, he advised that there would be a finance development session in January 2018 which would allow discussion on this and other matters. The Chair thanked Councillor O'Donnell and confirmed that action would be taken to address this issue.

(Item 3) Engagement Strategy – Mr Small reported that officers had been looking at the South Lanarkshire model and how this might be structured for East Lothian. He said that a draft would be prepared and presented to a future meeting of the IJB.

(Item 5) Performance Reporting – Mr Small reminded the IJB that at the last meeting it had been agreed that further information on satisfaction levels would be circulated to members. Paul Currie confirmed that this had been done

(Item 5) Scottish Government Data Group – Mr Currie said that the Group had met and was looking at improving reporting, analysis and dissemination techniques.

Delayed Discharges – Mr Small advised that the census figure for November was 17 and that good progress was being made. He praised Alison MacDonald and her team for their efforts.

3. CHAIR'S REPORT (VERBAL)

The Chair said that he and Councillor O'Donnell had attended a meeting for Chairs and Vice Chairs of IJBs to discuss the issue of finance. Details of the outcome of this meeting had been circulated to members.

In addition, he had attended a meeting of the Belhaven Forum, but would provide more details of this under item 6, and the newly instituted North Berwick Forum. He reported that the group in North Berwick had made an encouraging start with a good dialogue opening up between the various parties. Mr Small agreed that the discussion had been very positive and added that the next meeting would consider the issue of care homes.

Councillor O'Donnell reported on the Musselburgh Forum meeting and the group's desire to be involved and engaged in the process.

The Chair also reported on his attendance at the recent Audit & Risk Committee meeting and advised that the Internal Audit Strategy report would be brought to the next IJB meeting.

Lastly, the Chair said he had met with the other Lothian IJB Chairs to look at how they could work together more effectively. The example they considered was Hospital to Home and the potential efficiencies that could be made across the system.

4. NHS HEALTHCARE GOVERNANCE COMMITTEE (VERBAL)

Fiona Ireland advised that the East Lothian IJB had been the first to bring a paper to the Committee describing governance arrangements for the IJB. The Committee was particularly interested in the care element and asked that the paper be brought back when this had been further developed.

Alison MacDonald added that there had been discussion around the overlap with other Lothian IJBs, who each have responsibilities for clinical governance, and how to identify a collective framework.

5. EAST Lothian COUNCIL POLICY & PERFORMANCE REVIEW COMMITTEE AND AUDIT & GOVERNANCE COMMITTEE (VERBAL)

Mr Small reported that there had not been a meeting of the Council's Policy & Performance Review Committee since the last IJB. However, the Audit & Governance Committee had met in November and had considered the Health & Social Care Partnership Risk Register. Mr Small said that this Risk Register had also been mentioned at the Audit & Risk Committee meeting earlier in the month and it had been agreed that a development session would be arranged.

6. OPTIONS FOR FUTURE PROVISION OF WARD 2 BELHAVEN HOSPITAL

The Chief Officer had submitted a report for the IJB to consider the options for the future provision of the 12 beds currently provided within Ward 2 of Belhaven Hospital in order to address current unacceptable risks to patients and staff arising from the layout and environment of the ward.

The Chair provided clarification of Option No. 5, which had been developed following the views expressed at the Belhaven Forum meeting on 28 November 2017. This information had been circulated but when it was clear that it did not meet with the approval of members on the Forum it had been withdrawn. The Chair also outlined the procedure for dealing with this item of business. He said that Ms MacDonald would introduce the report and take questions from members. This would be followed by a statement from Stephen Bunyan, longstanding member of the Belhaven Forum and comments from IJB members.

Ms MacDonald presented the report going over the background and proposed options in some detail. She added that in response to a request from one of the members she had prepared some additional information regarding bed numbers. She circulated a paper copy of the information and outlined the key figures.

A lengthy debate followed during which Ms MacDonald answered questions regarding previous investment in Ward 2, implications for the loss of beds and the capacity of other services to provide alternatives, the impact on patients and the proposed transition arrangements. Ms MacDonald also provided information on how the options would impact on the provision of other services such as palliative care, and on future proposals for improvements and expansion of care at home.

Mr Bunyan reported that the Forum had discussed all of the proposed options for Ward 2 at their meeting on 28 November and he highlighted a number of points which had been identified by the members. Concerns had centred on the impact of losing 12 beds and the potential transport difficulties for families in travelling further afield to visit relatives. However, some members had favoured the idea of moving to alternative forms of care – either at home or in other facilities across the county. Whatever option was chosen members were very keen to ensure that transition arrangements were clear and were handled sensitively. Mr Bunyan advised that while the Forum members had failed to reach a consensus view on their preferred option, they had agreed that Ward 2 was no longer fit for purpose and that something needed to be done to address this urgently.

The Chair thanked Mr Bunyan for his comments and acknowledged that it was an almost impossible task to get consensus from such a variety of views. He added that the Forum members had had every opportunity to submit their views in advance of this meeting and that officers had been as transparent as possible.

Alex Joyce thanked Ms MacDonald for her report. He was of the view that NHS Lothian were unlikely to agree to fund the full refurbishment of Ward 2. He referred to the assurances given on bed capacity through alternative care home provision and Hospital to Home services and, while he accepted that there were still some concerns, he considered that Option 3 was the best way forward.

Ms Ireland acknowledged the contribution of staff in the hospital who had continued to deliver high quality care in a difficult environment. She said it was very important to provide care which was fit for purpose and to take a productive and planned approach to services. She stated that the only solution which was fit for purpose was Option 3.

Councillor Susan Kempson appreciated the attachment to Ward 2 within the community and that people may see this as the thin end of the wedge. However, she observed that closure had been on the horizon for a while and that Option 3 did not mean the loss of clinical activities but rather their provision elsewhere. She said that there would be additional benefits from the provision of a community hub in the Ward 2 building and that

this would also provide an opportunity to assess health and social care requirements for future increases in population.

Thomas Miller agreed that Ward 2 was no longer fit for purpose, however, he reminded members that work was currently being done on the preprovision of Abbey, Belhaven, Eddington and Esk Green and he questioned whether today's decision was premature.

Mrs McKay observed that whenever a move might be problematic or risky carers would always be concerned about the potential impact on their relatives. She noted that whatever option was chosen it would involve moving patients and this risk could not be avoided. She concluded that what was most important was how any move was managed and working with patients and carers to achieve the best outcome.

Councillor O'Donnell thanked those who had commented and those who had e-mailed her with their views. She said that one of the main concerns was on the potential loss of bed capacity. However, she said she was reassured that there were options for people not from Dunbar to move closer to their homes. She believed that dignity, respect and choice were at the heart of good care and that the current ward environment compromised that, regardless of the efforts of staff. She concluded that in her view Option 3 was the right way forward. She was reassured that work on delayed discharges was going well and that this would continue. She also reiterated Mrs McKay's point on the importance of engagement with patients and carers.

Councillor Stuart Currie wanted to know how the situation in Ward 2 had been allowed to get to this point. He noted from the report that although some of the work required was substantial, other issues were minor and he wanted to know why these had not been addressed sooner. He believed that there had been no substantial investment in the work as there had been no interest in securing a long-term future for the ward. His concern was that once beds were lost they could not be brought back and whatever the option agreed today, there would be a loss of beds. He acknowledged the views expressed but referred to the example in Musselburgh where the community had waited 5 years for a new care home to be built. He concluded that, although not perfect, Option 4 was the best way forward.

Councillor Akhtar echoed Mr Bunyan's point that the ward was no longer fit for purpose and she said she felt reassured by the information provided within the report that option 3 would provide the required capacity while allowing the hospital to continue its three main support functions. She viewed this solution as a proactive way to achieve improved and increased access to care at home and she underlined the importance of staff working closely with families during the transition period.

Ms Ireland referred to previous discussions within the IJB about improvement and transformation of services. She observed that this was the first opportunity for the IJB to genuinely transform care for people in East Lothian.

The Chair drew the discussion to a close. He echoed Ms Ireland's last point and moved to the approval of the recommendations. The members agreed unanimously to support recommendations (i) and (iii).

The Chair agreed to a request from Councillor Currie that the vote on recommendation (ii) would be taken by a show of hands:

For: 7

Against: 1

Abstentions: 0

Decision

The IJB agreed to:

- i) Discuss the options for future provision of Ward 2 at Belhaven Hospital
- ii) Support the delivery of the recommended Option No. 3, as described in the report
- iii) Note the engagement with representatives of the Dunbar area and the Belhaven Forum.

Councillor Currie asked that it be formally recorded that, in relation to recommendation (ii), he had supported Option No. 4.

7. THE 2018 GENERAL MEDICAL SERVICES CONTRACT IN SCOTLAND

The Chief Officer had submitted a report to provide the IJB with a brief summary of the 2018 General Medical Services Contract proposals and timescales and a proposal for implementation arrangements.

Mr Small presented the report advising members that the new contract proposed a major change to general practice. He referred them to the details of the proposals set out in the report and outlined one or two of the key changes. He said that the proposals were supported by the Scottish Government and the British Medical Association (BMA) and would be voted on by GPs in January 2018. He also indicated that while the NHS would take the lead in negotiations, GPs from East Lothian had been involved in discussions at sub-committee and forum level and there was a proposal to establish a Lothian General Medical Services Oversight Group.

In response to questions from members, Mr Small advised that if the new contract was not approved then the current arrangements would remain in place. Dr Morgan Flynn explained that the GP vote would take place in two stages: the first stage would be in January 2018 and the second would take place 18 months later. Mr Small reiterated that this was a national agreement and that local issues such as future arrangements for services, premises, and interactions with other practitioners would be discussed and agreed at local level.

In response to further questions, Dr Flynn provided information on the practice funding formula, caps on patient registration and the need for modernisation of GP practices to make any new contract sustainable.

Decision

The IJB agreed to:

- i) Note the key content in the proposals for the new general medical Services Contract in Scotland
- ii) Support the model for implementation.

8. FINANCE UPDATE – DECEMBER 2017

The Chief Finance Officer had submitted a report laying out the current financial position for the IJB and the actions being taken by the management team.

Mr King presented the report outlining the current position. He advised that while NHS Lothian were forecasting a modest overspend in the set aside budget, there was likely to be a slight underspend elsewhere. East Lothian Council's most recent figures suggested there would be overspend in the social care budget. If this remained the case, then the IJB's budget would be overspent and it must prepare appropriate recovery plans. Mr King explained that discussions were ongoing with the partners and, in the meantime, the IJB needed to consider what other actions should be put in place.

Mr Small referred members to the information provided in the report on the existing efficiency plans. He indicated that a significant amount of savings were to be made in the second part of the year and, in the meantime, there had been slippage on delivery of efficiency savings in the first part of the year. Recovery plans had been drawn up but further action was needed. He drew member's attention to one option which was to use currently uncommitted MELDAP reserves.

Councillor O'Donnell expressed concern about the pressures facing the IJB in 2018/19 such as the rise in the living wage. She asked if any financial modelling had been done. Mr Small explained that growth could be modelled but it was not as easy to quantify some future costs such as those related to the implementation of the Carers Act.

Councillor O'Donnell also asked whether it would be possible for the IJB to use MELDAP reserves, specifically allocated by Government, to address pressures elsewhere. She added that the Council would want to know for the future is money ring-fenced to the IJB were not likely to remain ring-fenced.

Councillor Akhtar commented that MELDAP needed to take a long-term view and look at how this might impact its ability to deliver services. She emphasised the importance of continuing to support one of the most vulnerable groups in the community.

The Chair acknowledged these remarks and indicated that he was seeking clarification on whether the IJB would be able to utilise the MELDAP reserves.

Councillor Currie agreed that if the reserves were to be used elsewhere the IJB needed to know the impact on services. Referring to the recovery plans, he asked if there would be additional resources available similar to last year and, what would happen if there were no additional funds and the IJB failed to address the current year overspend.

Mr Small advised that there were no additional funds this year as the sum provide last year was non-recurring. He said that the IJB had to get to as close as possible to a break even position and then look at other options, e.g. the MELDAP reserves.

Mrs McKay referred to the number of young carers supporting their families where parents had drug and alcohol issues. She urged that this issue be addressed in terms of support for young carers. She said that the needs of children were often overlooked and that it would be a matter of concern if this issue was not being adequately addressed.

Sharon Saunders advised that any proposals for the use of MELDAP reserves would have to be discussed at its strategic planning group so that any impact on other long term plans could be properly considered. She also referred to the previous point raised regarding Government funding and MELDAP's own annual reporting on the use of its funding as further issues to be taken into account. She agreed that clarification was needed before any decision could be taken by the IJB.

Decision

The IJB agreed to:

- i) Note the current position
- ii) Consider the recovery plans including an IJB directed recovery plan
- iii) Support the recovery plans.

The Chair requested that it be formally noted that he would write to the Council seeking clarification on whether the IJB could use the MELDAP reserve as part of its recovery plan. He also agreed to Councillor O'Donnell's request that a report would be brought back to the IJB with an impact assessment.

9. 2018/19 INITIAL FINANCIAL OUTLINE

The Chief Finance Officer had submitted a report laying out a very high level expression of the potential financial challenges that the IJB will face based on the 'do nothing' option.

Mr King presented the report summarising the key points in relation to the process and timetable for receiving budget propositions from the Partners, the impact of the Scottish Government financial settlement and the likely financial pressures for 2018/19. He said that further detail and implications would be presented to members at a development session on 25 January 2018.

Mr Small outlined changes to the Council's budget-setting process for the coming year and said its budget should be agreed in February 2018. NHS Lothian should have a draft budget in place by February with final propositions to be agreed later in the year. He suggested that a development session on finance might take place in January. He reminded members that the Partners each had a legal obligation to produce a balanced budget and it would be important to consider how this would affect the IJB's delegated functions and forward plans.

Mr King added that the IJB would need to give consideration to how it negotiates with its Partners and to make a realistic assessment of the resources needed to implement its plan.

Councillor Currie referred to the discussion which took place at the Audit & Risk Committee and that if the IJB accepted the offer then it must also accept the efficiency savings and the fact that some things may not be possible. He asked whether the requests which CoSLA had made of the Scottish Government in relation to Health & Social Care were included in the figures.

The Chair stated that the IJB must ensure that any figures reflect its transformation ambition and the need to do things differently and that any decisions could be defended if challenged by the Scottish Government or others.

Councillor Currie observed that real transformation of services could not be achieved in the short-term.

Mr Small said that the Strategic Planning Group had discussed revised priorities and what the IJB might 'de-escalate' to live within current budgets but still improve services.

Decision

The IJB agreed to note the contents of the report.

10. CHANGE TO THIRD SECTOR MEMBERSHIP OF THE EAST LOTHIAN INTEGRATION BOARD

The Chief Officer had submitted a report informing members of a change to the Third Sector membership of the IJB.

The Chair welcomed Elaine Johnston as the new Third Sector representative, replacing Eliot Stark.

Ms Johnston introduced herself and reminded members of the new process to identify Third Sector delegates for all planning & strategic groups and the IJB. Shae said that this larger pool of delegates offered the opportunity for a wider representation, a broader view and more engaged discussion.

Decision

The IJB agreed to note the change in membership.

11. THE ROLES OF MEMBERS OF THE IJB

Mr Small reported that Marilyn McNeill had provided very helpful feedback based on the experiences of other IJBs and had put forward some suggestions regarding the induction process for members.

Mrs McKay advised that a meeting of Carer representatives from all IJBs had discussed and prepared a draft role description. This would be signed off in February 2018 and made available to all IJBs.

The Chair said that it was his and David Small's intention to formalise the role of IJB members. Mr Small added that they would take in account the feedback from Ms McNeill and Mrs McKay and he suggested that Ms Johnston may also provide input from a Third Sector perspective. Ms Johnston indicated that the Third Sector Alliance, the countrywide organisation, may provide useful some information

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).

Minutes of the Meeting of the East Lothian Integration Joint Board on 26 October 2017 (Amendment to Private Item or Business)

The minutes of the meeting on 26 October 2017 were agreed, subject to an amendment to the summary of the private discussion.