

East Lothian
Integration Joint Board



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

**THURSDAY 22 FEBRUARY 2018
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
Mr A Joyce
Ms M Whyte

Non-voting Members Present:

Ms F Duncan
Dr R Fairclough
Dr A Flapan
Dr M Flynn
Ms E Johnston
Mr D King
Ms A MacDonald
Mrs M McKay
Ms M McNeill
Ms S Saunders
Mr D Small
Mr A Wilson

ELC/NHS Officers Present:

Mr P Currie
Mr B Davies
Mr B Dickie

Clerk:

Ms F Currie

Apologies:

Ms F Ireland
Mr T Miller

Declarations of Interest:

None

The Chair asked for the IJB's agreement to postpone consideration of Item 12 to the next meeting on 22 March. He explained that there had been problems with the circulation of papers which meant that some members had not had prior sight of the report.

Councillor Stuart Currie expressed concern that the report was to be considered in private when similar reports to Council had been considered in public. The Chair said that he would give further thought to this before the next meeting and he apologised to members for the postponement. The IJB agreed to postpone Item 12 to their next meeting.

1. MINUTES OF THE MEETING OF THE EAST LOTHIAN INTEGRATION JOINT BOARD ON 21 DECEMBER 2017

The minutes of the meeting on 21 December 2017 were agreed.

2. MATTERS ARISING FROM THE MINUTES OF 21 DECEMBER 2017

Delayed Discharges – Mr Small reported that the figure for January 2018 was 16. He said that it was a remarkable achievement by the staff to hold numbers steady during what had been a very busy period.

Councillor Fiona O'Donnell asked to put on record the IJB's thanks to Alison MacDonald and her team in recognition of their efforts. The Chair agreed wholeheartedly and offered his thanks to the team.

(Item 6) Belhaven Hospital – Ms MacDonald reported that there were currently 8 patients in Ward 3 - being reconfigured to support the transfer of Ward 2 – and meetings had taken place with them and their families to discuss options. Plans were in place for 6 of the patients and work was continuing with the remaining 2.

Ms MacDonald said that positive engagement with independent providers had freed up the Hospital to Home team to work with Belhaven patients. She also reported that a series of group and one-to-one meetings had taken place with the staff and planning work would continue. She added that some staff viewed the changes as an opportunity to transfer to community-based services.

She concluded that minor renovation work in Ward 3 would be completed by April when it would be reopened as a stepdown and GP access facility. Current bed capacity meant that no patients would have to be decanted to Edinburgh during the process.

(Item 7) General Medical Services Contract – the Chair advised that an update would be provided as part of Item 7 on the agenda.

(Item 8) MELDAP Reserves – Mr Small said this would be covered as part of Item 9.

(Item 11) The Roles of Members of the IJB – the Chair advised members that this work was still ongoing and would be completed upon receipt of the guidance note on the role of Carers representatives on IJBs. Margaret McKay said that the final report and role description would be signed off at the end of March but that in addition there needed to be thought given to the induction and other support provided to representatives on IJBs who were not part of any organisation.

The Chair added that he was conscious that there had been no representative of the independent sector present at the IJB for some time but that this was being addressed.

3. CHAIR'S REPORT (VERBAL)

The Chair informed members that, in addition to a business meeting on 22 March 2018, there would be a development session on transformational change involving a presentation by an organisation called SNOOK. *[POST MEETING NOTE: The development session will now take place on Thursday 26 April 2018.]*

Executive Committee of IJB Chairs and Vice Chairs –included 10 members representing IJBs across Scotland. The Chair confirmed that he was one of the members and that the Committee would shortly elect its own Chair and Vice Chair. The Chair of the Executive Committee would also represent IJBs on the Ministerial Steering Group.

Royal Edinburgh Hospital – the Chair reported on his visit to the hospital which provides psychiatric in and outpatient services. He said he was very impressed with the staff and the range of services on site.

Hospital to Home - the Chair said he hoped to arrange a meeting between the 3 Lothian IJB Chairs and Vice Chairs and Medicine of the Elderly Consultant, Dr Andrew Coull, to discuss possible efficiencies for the Hospital to Home services across Lothian. Dr Coull had suggested that there could be improvements in their interactions with other services.

4. NHS HEALTHCARE GOVERNANCE COMMITTEE (VERBAL)

The Chair informed members that Fiona Ireland had provided a brief update by e-mail in which she indicated that of the items discussed at the most recent meeting there had been little of direct relevance to the IJB.

The Chair also advised that Ms Ireland had raised a separate point relating to Item 8 on the agenda and the provision of palliative care beds for those individuals who needed to be admitted to hospital for symptom control. Ms MacDonald indicated that the provision of step-up care was part of the overall thinking and a variety of models were being considered.

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

Mr Small reported that delayed discharges and balance of care had been included in the Q2/Q3 performance report presented to the Policy and Performance Review Committee (PPRC) on 21 February 2018. Fiona Duncan had given a presentation on the East and Midlothian Public Protection Committee Annual Report for 2016/17 which had been well received by the PPRC. Mr Small agreed to circulate the web link to the section of the report relevant to the IJB. He also said that reprovisions/balance of care may be added to the PPRC's future work plan.

The Internal Audit Plan for 2018/19 was approved at the Audit & Governance Committee meeting on 20 February and this included several audits on aspects of social care.

6. INTERNAL AUDIT REPORT – IJB STRATEGIC PLAN

The Chief Finance Officer had submitted a report laying out the management responses and actions to a report by the IJB's Internal Audit team on the management and delivery of the IJB Strategic Plan 2016-19.

The Chair emphasised the importance of the IJB being kept informed of the reports being presented to the Audit & Risk Committee (A&RC) and to ensure that where there were areas of crossover between the partners, as with audit reports, that there was no duplication of effort.

Mr Small reminded members that the IJB was a separate body with separate governance arrangements and that while the partners' own internal audit teams continued to support the A&RC, the overall governance was a matter for the committee. He advised members that this particular report had been presented to the A&RC at their meeting in December 2017. He referred members to the recommendations made by Internal Audit and to the actions which had been taken since the completion of the report.

Bryan Davies expanded on the role and remit of the Data Group whose aim was to ensure a more organised and proactive approach to reporting.

Mrs McKay said that as Chair of the A&RC she was pleased that the committee was now well established. She agreed that the issue of the gathering and interpretation of data was a key concern, as was understanding why timescales for actions were sometimes missed.

Decision

The IJB agreed to:

- Note the contents of this report.
- Support the actions as described.

7. REVISED PRIORITIES – 2018/19 AND BEYOND

The Chief Officer had submitted a report to seek the approval of the IJB for the HSCP to focus on areas of priority activity through 2018/19 and beyond.

Mr Small presented the report outlining the background to the proposals and summarising the proposed priorities for 2018/19 which included development and delivery of the financial plan, re-provision of care homes and hospitals, a review of community services for adults with complex needs and implementing the Carers Strategy.

In response to questions from members Mr Small explained that a further report would be presented to the IJB on shifts in the balance of care quantifying specific actions and inviting the IJB to debate the value of any proposed change and whether it will be possible to achieve the resource transfer to support it. The Chair added that person-

centred cost base information from NHS Lothian would help to make things clearer and identify the resources to move.

Mr Small also advised that if the reprovion proposals for care homes and hospitals were approved at today's meeting a working group would be established to ensure engagement with other services such as housing and planning. As regards to the sites identified in the Local Development Plan (LDP), much would depend on the timing of sites coming forward. However, it would be important to specify what the IJB wanted to achieve as part of its Primary Care strategy, for example establishing a GP practice at Blindwells, ensuring that other practices were able to keep their lists open and increasing access to services.

The Chair added that the IJB must ensure that work on other important areas was not diluted and would continue to be taken account of when progressing priorities such as the Carers Strategy.

Councillor Currie observed that during the planning approval process for Blindwells it was felt that no developer contribution was required. He found that very surprising given the size of the development. In his view, it would be better to impose a developer contribution for health services even if it was later determined not to be required.

Mr Small reminded Councillor Currie that Blindwells had been approved under the previous LDP which did not allow for developer contributions for health services. However, the new LDP would allow this if a direct link could be established between the housing development and the need for additional primary care services.

The Chair acknowledged Councillor Currie's point but reminded members that the IJB had no control over the consideration of planning applications.

Ms Duncan urged the importance of fairness and equity and said that the IJB must not lose sight of the balance required between priorities and other work such as community prevention programmes. It must ensure that there were opportunities for these proposals to be brought forward.

Decision

The IJB agreed:

- (i) the need for the IJB and therefore the HSCP to be more focused on a smaller number of high impact areas and those of national or local priority which:
- (ii) the areas it is proposed to focus on in 2018/19 and beyond:
 - Development and delivery of the Financial Plan for 2018/19 and beyond.
 - Commence reprovion of Abbey and Eskgreen Care homes and Edington and Belhaven hospitals and provision of extra care housing.
 - Review Community Services for Adults with complex needs to develop a transformation programme.
 - Implement the Carers Strategy.
 - Deliver the Primary Care Strategy/ New GP Contract Implementation Plan.

- Review actions intended to deliver Delayed Discharges/ Emergency Admissions/A&E improvements.
 - Commence review of the 2016-19 Strategic Plan.
- (iii) To note that these priorities will also influence some activities in 2017/18.
- (iv) That this list of priorities should be reviewed during 2018/19 to ensure continued relevance and to take account of any new developments.
- (v) To note that the Scottish Government has asked each partnership to provide new targets against the 6 indicators for integration and these will be presented at the IJB meeting in March 2018.

8. REPROVISION OF HOSPITALS AND CARE HOMES

The Chief Officer had submitted a report to seek IJB agreement to the draft proposals for the reprovision of Belhaven and Edington Community Hospitals and Eskgreen and Abbey Care Homes and to seek agreement to consult on the proposals.

Mr Small presented the report briefly outlining the background and advising members of a proposed change to the report recommendations: 2.1, which sought approval of detailed models of care, should not be considered and members asked only to consider recommendations 2.2 – 2.4 which related to a consultation and next steps.

Alex Joyce agreed to propose the amendment to the recommendations and this was seconded by Moira Whyte. The IJB agreed the amendment.

Bruce Dickie, NHS Lothian, gave a presentation on the background and context of the review to establish a strategy for the reprovision of Belhaven and Edington Community Hospitals and Eskgreen and Abbey Care Homes. He outlined the model of Extra Care Housing (Housing with Care) already being used in other areas and how this might look in East Lothian. He also provided details of the proposed consultation process and next steps.

The Chair reminded members that the IJB was only being asked to give its approval for a consultation and that a further report would be submitted with detailed proposals for a model of care.

Marilyn McNeil said that her experience of discussions in the Forums had given her confidence that new types of accommodation would be explored and she hoped for good outcomes from the consultation process.

Members asked a number of questions about the scope of the consultation and list of consultees, whether feedback would be available from users of existing Housing with Care facilities and whether issues such as palliative care and respite/short term care would be included in the proposals.

Mr Small and Mr Dickie reassured members that they intended to consult as widely as possible with the public, local and national organisations and using a broad range of means. Mr Small acknowledged the need to consider options for palliative care and short term care and Mr Dickie confirmed his intention to source further feedback from existing Housing with Care facilities.

In response to further questions, Mr Small and Mr Dickie provided information on housing benefit and tenancy arrangements. Mr Dickie acknowledged the need to provide housing advice to tenants and agreed to discuss the implications of the re-provision with housing colleagues. Mr Small confirmed that there were no plans to close existing facilities before the new provision was ready.

Mr Dickie outlined proposals for consultation with staff in existing facilities and acknowledged the importance of staff expectations and anxieties over the changes.

Mrs McKay gave details of a facility in Tranent which offered short break (respite) provision in a housing development setting. However, she expressed concern that the process seemed to be concentrating on just one model of care. She also raised the issue of support for dementia sufferers and the provision of 'care in the moment' for those severely affected by the disease. She noted that nursing home facilities were being expanded by the independent sector, but that the costs were becoming too high for many people.

The Chair thanked Mrs McKay for her comments and the members for their questions. He said that it had never been their intention to focus only on one model of care but rather that Housing with Care would be part of a suite of options. He agreed that the consultation needed to be as wide spread and inclusive as possible and he acknowledged the comments made regarding the need for clarity on the timescales and next steps.

Decision

The IJB agreed:

- (ii) To consult on this strategy for the four facilities with a three month consultation phase (March to May 2018).
- (iii) That following consultation, a final and updated report will be brought back to the IJB in June 2018.
- (iv) To note that the final proposals, to be presented in June 2018, will be presented to the IJB, NHS Board and East Lothian Council for approval since the functions delegated to the IJB do not include housing, or capital budgets and physical assets. Responsibility for these key elements rests with NHS Lothian and East Lothian Council.

9. 2018/19 FINANCIAL UPDATE (VERBAL)

The Chief Finance Officer reported on the current financial position and the developments since the IJB's meeting in December 2017.

David King informed members that NHS Lothian's most recent monthly forecast projected an overall overspend of £84,000 but coming principally from the Set Aside budget. The health board were in the process of preparing their final financial report to be presented in March. He advised that the Council's Quarter 3 financial position showed an overspend of £800,000 in the Adult Wellbeing service.

Mr King concluded that, based on this information, the IJB was not likely to end the financial year at a break even position and that discussions would be required with the

partners to determine the action required. He said he would report back to the IJB at its meeting on 22 March.

Mr Small indicated that the Council's month 10 position had improved slightly but there would continue to be a significant overspend at the year end.

Councillor Currie referred to the sum of £1m provided to the IJB last year to balance the budget and observed that if this was given on a non-recurring basis then the IJB were effectively beginning the following financial year with an underlying overspend.

Mr King acknowledged this point but indicated that by the time of his report in March the IJB would have a better idea of the overall position.

10. FINANCIAL ASSURANCE 2018/19

The Chief Finance Officer had submitted a report laying out the current position of the financial assurance exercise undertaken on the 2018/19 budgetary settlement and proposition made by the IJB's partners.

Mr King presented the report referring to the key tests of financial assurance and the timing of the partners' budget-setting processes. He informed members that the Council had provided an offer for 2018/19 based on the settlement received from the Scottish Government and its own budget approved on 13 February. NHS Lothian had provided an indicative position. Efficiency savings would require to be made and it would be for the IJB to determine whether the financial offers were fair and reasonable given the existing pressures in the system.

Councillor Currie said that it would be for the A&RC to determine the adequacy of the settlements. He commented that at the last A&RC meeting the members had debated what might happen if the IJB accepted the offer. Would it be implicit that the IJB considered the money adequate and that the expected efficiencies would be made. Or could the IJB accept the offer with caveats.

Mr Small said that comparing this year's report to last year the IJB was carrying an improved position into 2018/19. Despite this improvement, he acknowledged that such things could not be fixed in one year. He agreed that further information was required to understand the implications and that it would be important to bring issues to the IJB as early as possible in the new financial year to allow adjustments to be made to the ongoing position.

The Chair agreed that the trajectory was long-term. He added that although some of the changes were having an effect it did not detract from the challenges ahead and these would be reflected in the budget and implications for Directions.

Decision

The IJB agreed to:

- Accept East Lothian Council's budget settlement based on the information currently available.
- Accept NHS Lothian's indicative proposition on the basis that any revision does not impact significantly on the IJB and that NHS Lothian

resolves to the IJB's satisfaction the pressures with the Set Aside budget.

11. OUTLINE THREE YEAR FINANCIAL PLAN 2018/19, 2019/20 AND 2020/21

The Chief Finance Officer had submitted a report that further develops the IJB's financial strategy and presents an outline draft of a three year financial plan for the IJB.

Mr King presented the report summarising the background to the creation of the plan, the input provided at the recent financial workshop for IJB members and how preparing a longer-term financial plan would allow the IJB to issue longer-term Directions.

Councillor O'Donnell said that the IJB needed to maintain the pressure in terms of transformational change and the shift in associated resources.

The Chair indicated that this was an area where gathering patient information was very important and would put the IJB in a strong position to increase the momentum of change.

Mr Small added that this report looked at the financial themes that were required to be worked through to develop changes to services.

Elaine Johnston said in relation to the delivery of work programmes by partnership working the IJB needed to understand who was responsible for delivering specific outcomes and what those outcomes were. She said this would be useful in getting a sense to what extent the IJB could influence improvements and she referred to services in other areas being delivered by third sector organisations.

The Chair referred to a report from England on the delivery of services by third sector organisations. Councillor Currie commented that it could be difficult handing on some services to third sector organisations.

Decision

The IJB agreed to note the report and support the continued development of both the financial strategy and the financial plan.

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 Other Groups of Relevance to the IJB (For Noting)

The IJB agreed to note the minutes of the meeting of the MELDAP Strategic Group held on 3 October 2017.