

East Lothian  
Integration Joint Board



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

**THURSDAY 26 APRIL 2018  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

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**Voting Members Present:**

Mr P Murray (Chair)  
Councillor S Akhtar  
Councillor S Currie  
Councillor J Findlay\* (substitute)  
Ms F Ireland  
Councillor F O'Donnell  
Mr A Joyce

**Non-voting Members Present:**

Mr D Binnie\* (substitute)  
Ms P Dutton  
Dr R Fairclough  
Ms E Johnston  
Mr D King  
Ms A MacDonald  
Ms M McNeill  
Mr T Miller  
Mr D Small  
Dr J Turvill

**ELC/NHS Officers Present:**

Mr P Currie  
Mr B Davies  
Ms C Flanagan  
Ms R Laskowski  
Ms J Ogden-Smith

**Clerk:**

Ms F Currie

**Apologies:**

Councillor S Kempson\*  
Ms M Whyte  
Ms F Duncan  
Mrs M McKay\*  
Ms J Tait

**Declarations of Interest:**

Marilyn McNeill indicated that, as a member of the board of the East Lothian Community Care Forum, she must declare an interest in relation to Item 5. She agreed to leave the Chamber during this item.

**1. CHANGES TO THE NON-VOTING MEMBERSHIP OF THE IJB**

The Chief Officer had submitted a report asking the IJB to agree to the replacement of Danny Harvie, independent sector non-voting member of the IJB, on a temporary basis and to note a further change to the non-voting membership.

David Small presented the report drawing members' attention to a change to the recommendations. He advised that Danny Harvie was retiring and would therefore be stepping down from his role on the IJB. The intention had been to seek a temporary replacement for Mr Harvie but Mr Small now proposed asking the IJB to agree to seek a new representative from the Independent Sector.

Councillor Fiona O'Donnell asked if the independent sector included third sector providers. Mr Small confirmed that it covered both 'for profit' and 'not for profit' providers.

Elaine Johnstone suggested that the appointee come from an independent organisation to ensure a better balance on the IJB.

The Chair said that he was sorry to see Mr Harvie retiring as he had been a very active participant on the IJB. He wished to formally record his appreciation and confirmed that a letter of thanks would be sent to Mr Harvie.

Councillor O'Donnell also noted Mr Harvie's contribution more broadly to the provision of high quality, efficient care services within East Lothian.

The Chair asked members to agree the recommendations of the report, as amended.

**Decision**

The IJB agreed:

- (i) to seek a new independent sector representative; and
- (ii) to note that Judith Tait has replaced Sharon Saunders as Head of Children's and Adult Services at East Lothian Council and non-voting member of the IJB.

**2. MINUTES OF THE MEETING OF THE EAST LOTHIAN INTEGRATION JOINT BOARD ON 22 MARCH 2018**

The minutes of the meeting on 22 March 2018 were approved.

**3. MATTERS ARISING FROM THE MINUTES OF 22 MARCH 2018**

The following matters arising from the minutes of 22 March 2018 were discussed:

**(Item 3) Delayed Discharges** – Mr Small reported that there were 13 delayed discharges recorded for March which was below the projected number. He said that the level of sustained performance was very encouraging.

**(Item 8) MELDAP/Substance Misuse Services** – Councillor Shamin Akhtar asked if there was any update on this issue. Mr Small advised that MELDAP had drafted a letter for him to send to the Scottish Government seeking an update on the provision of additional funding for drug and alcohol services. A further update would be provided at the next meeting of the IJB.

The Chair also made the following remarks:

The Executive Committee of IJB Chairs & Vice Chairs had met recently and he would arrange for a note of this meeting to be circulated to IJB members. He added that, as part of his role as Chair of the Executive Committee, he had taken up membership of the CoSLA Health and Social Care Committee.

The Chair reported that Mr Small had given evidence on integration and delayed discharges at a recent meeting of the Scottish Parliament's Health and Sport Committee and that this session could be viewed online.

He also reported on a recent meeting with the Friends of Edington group and a visit to Edington Hospital and Abbey Care Home, both of which had been very useful.

The Chair advised members that, as the next scheduled meeting was not until the end of June, this was likely to be Mr Small's last IJB meeting. He wished to offer his congratulations to him on his new post and to express his sincere thanks, on behalf of the whole IJB, for his work as Chief Officer. Mr Small had led an excellent team and had established the basis for effective integration within East Lothian. The Chair acknowledged a number of Mr Small's achievements during his time as Chief Officer and Director of the Health & Social Care Partnership. He said that he would be greatly missed and he wished him well for the future.

#### **4. PROPOSED DIRECTIONS FOR 2018/19**

The Chief Officer had submitted a report to present to the East Lothian Integration Joint Board a proposed set of Directions to be issued to NHS Lothian and East Lothian Council on 30 April 2018.

The report also presented progress against all Directions at the end of 2017/18 and a proposed Annual Delivery Plan for 2018/19.

The Chair commented that there had been a very useful discussion during the development session and that this had resulted in some amendments to the proposed Directions.

David King presented the report reminding members that issuing Directions was a key part of the IJB's role. He said that a list of proposed Directions for 2018/19 had been prepared and that discussions had taken place during the development session over what to take out and what to add in. He circulated two additional papers relating to financial tables and an additional Direction on Core Community Services.

Mr King said that development session had generated a tremendously useful dialogue which had resulted in the following amendments to the proposed Directions:

- An additional new direction (D01i) be included to provide a catch all direction for the core health services that are not specifically mentioned in other directions.
- A table of indicatives budgets for the Directions to be included.
- A Direction is added requiring support from the partners to deliver the IJB's workforce plan.
- A Direction is added to require NHS Lothian to deliver the reprovision of the Harbours medical practice with work commencing in early 2019.
- A Direction is added requiring NHS Lothian to undertake Strategic Assessments and Initial Agreements for the reprovision of the Partnership's GP premises and at Haddington and North Berwick.
- A Direction is added to undertake a proper review of all the services provided by 'third parties' and to allow a fuller understanding of the IJB's investment in the third and independent sectors. This could be done by amending direction D02i and is linked to Direction D12g.
- The Directions be reviewed to ensure that references to '17/18' are suitably amended, especially with reference to 'preparation' for the Carers Act.
- That the introductory notes to the Directions clearly articulate the underlying theme of user involvement.
- That the introductory notes to the Directions make clear the IJB's desire to work in partnership, not only with East Lothian Council and NHS Lothian but also with other IJBs and that the IJB will collaborate with any other bodies who share the IJB's goals.
- That Direction D11 is recast to ensure that the acute services are delivered as efficiently as possible and to emphasise that a key IJB ambition is to move financial resources between set aside and core in line with the movement of activity from set aside functions.
- That Direction D12 is revised to emphasise that that full consultation will take place with the appropriate parties. That this point – the importance of full consultation – is also included in the covering paper which refers to D12.

Mr King also outlined the appendices to the report and how the Directions linked into the strategic planning process.

Ms McNeill asked if there would be a general reference to user involvement. Mr King confirmed that a paragraph would be inserted into the introductory notes.

Councillor Jeremy Findlay asked if a report would be brought back to the IJB or Council following the consultation on Abbey, Eskgreen and Belhaven. Mr Small advised that there required to be tripartite agreement between the Council, IJB and NHS Lothian and reports would be brought to all three bodies.

Councillor Stuart Currie emphasised the need to align the timings of these reports.

The Chair invited members to approve the recommendations outlined in the report subject to the amendment of recommendation 2.2.

## **Decision**

The IJB agreed:

- (i) to note end of year progress against all the Directions operating through 2017-18 and approve the recommendation to either end, continue or replace certain of these Directions;
- (ii) the proposed Directions which will apply in 2018-19, subject to the amendments agreed at the IJB's development session on 26 April 2018;
- (iii) the Annual Delivery Plan for 2018/19;
- (iv) to note that each partner responsible for delivering a Direction is expected to report on progress quarterly, or as frequently as required by the IJB for the purposes of monitoring achievement; and
- (v) to note that the new Directions for 2018/19 and the revised Directions list brought forward from the preceding two years are intended to reflect the work priorities for 2018/19 agreed at the IJB meeting on 22 February 2018.

*Sederunt: Ms McNeill left the Chamber.*

## **5. REVIEW OF THE HSCP COMMUNITY GRANT FUNDING AND RESULTING PROPOSAL FOR THE FUTURE FUNDING OF THE EAST LOTHIAN COMMUNITY CARE FORUM (ELCCF)**

The Chief Officer had submitted a report seeking agreement from the Integration Joint Board on a proposed way forward for 2018/19 for the commissioning of work from the ELCCF.

The Chair reminded members that this issue had been continued from the last meeting following the IJB's failure to reach an agreement on funding for the ELCCF for 2018/19.

Bryan Davies presented the report outlining the background and the revised proposal for the ELCCF. He explained that, in addition to focussing on independent service users input to three projects in 2018/19, the ELCCF would also be expected to establish a Service User Consultation Forum by July 2018. In return, The ELCCF funding would be set at 50% of the current funding allocation which amounted to £26,500. The ELCCF may also be eligible for a 3 to 5 year Service level Agreement (SLA) depending on the findings of the review of all community services which was currently underway.

Mr Davies responded to a question from Councillor O'Donnell giving further details of the scope of the review of community services.

Councillor Findlay asked for clarification of a point in the minute of the IJB's March meeting which indicated that any funding for ELCCF would have to be found from savings elsewhere.

Mr Small explained that they had yet to conclude the full impact of all service savings. If these amounted to c. £20,000 then it was likely that the cost of the ELCCF funding could be absorbed within these savings. If not, a further paper would be brought before the IJB.

Fiona Ireland pointed out that any review must be completed within 12 months to ensure that any future SLAs were offered on the basis that the IJB required that particular service.

Mr Small confirmed that the current funding proposal was for 12 months and that the ELCCF, along with other organisations going through the review process in 2018/19, may be eligible for a further contract.

The Chair added that the IJB had to be able to show confidence in services and resources over the longer term.

Councillor Currie said that it was important to consider the language used in the report and communications with the organisation. The IJB did not want to suggest that the previous work carried out by the ELCCF was not valued. He also observed that many organisations would find it difficult to survive a 50% reduction in funding.

Mr Davies acknowledged the point about the language used but reminded members that the test for every organisation was best value and strategic fit and this required them to focus on the priorities for the IJB.

Councillor O'Donnell said that she had met with ELCCF and they were also undertaking work funded by the Musselburgh Area Partnership as well as looking for alternative sources of funding.

Richard Fairclough asked how the ELCCF would engage with medical practitioners as part of their work on primary care access in Musselburgh. He wanted to ensure that there was meaningful engagement and evaluation, particularly as the 2018/19 financial year had already begun. He also suggested it might be useful for the ELCCF to link with the patient participation group.

Mr Davies agreed that, as with all projects, it would be crucial to detail what was required, how this would be achieved by the organisation and how the outcomes would be monitored.

## **Decision**

The IJB agreed:

- (i) the proposed arrangements for funding of the ELCCF in 2018/19;
- (ii) that the ELCCF be directed to support three independent evaluations of three distinct projects planned for 2018/19 along with establishing a service user consultation forum by July 2018 and ensuring service user input in other existing groups; and
- (iii) that this commissioning arrangement with the ELCCF for 2018/19 be funded with a 50% reduction in their existing grant.

*Sederunt: Ms McNeill returned to the Chamber.*

## **6. ROYAL EDINBURGH HOSPITAL CAMPUS REDEVELOPMENT (PHASE 2)**

The Chief Officer had submitted a report seeking the support of the East Lothian Integration Joint Board (IJB) for the bed numbers and financial assumptions for Phase 2 of the Royal Edinburgh Hospital (REH) re-provision thereby allowing the Outline Business Case (OBC) to progress.

Mr Small presented the report explaining the background and outlining the facilities provided by the Royal Edinburgh Hospital. He reminded members that at present the IJB was being asked to agree a proposition for bed numbers and review of the financial model. The IJB would have the opportunity to consider the Outline Business Case at a future date.

Mr Small explained the proposed bed numbers and the basis for the bed risk share model. He also outlined the draft funding model and potential savings. The Chair added that any potential funding benefit would not take effect until at least 2020 - 2021.

Addressing the small number of beds, Rona Laskowski said that the expectation would be that individuals would be cared for at home unless there was a need for in-patient treatment. This supported the long-term aim of person-centred care provided locally and close to home.

### **Decision**

The IJB agreed:

- (i) to the proposed East Lothian bed numbers in Phase 2;
- (ii) in principle to a bed risk share model with other IJBs in order to progress the business case and ensure East Lothian patients have continued access to specialist services; and
- (iii) that the financial model will be revisited as part of the work towards the new IJB NRAC financial allocation model and that the final financial model for the OBC should be presented to the IJB.

## **7. APPOINTMENT OF THE CHIEF FINANCE OFFICER**

The Chief Officer had submitted a report updating the East Lothian Integration Joint Board on the proposals for the recruitment of the Section 95 Officer.

Mr Small presented the report outlining the background and inviting members to agree the proposals outlined for recruitment of a new Section 95 officer. He advised members that Mr King intended to retire in October 2018 and he thanked him for his contributions to the shadow board and the IJB and his involvement in drafting the scheme of integration.

### **Decision**

The IJB agreed the proposals for the Section 95 Officer recruitment.

## **8. MEMBERSHIP OF THE IJB – TERMS OF OFFICE**

The Chief Officer had submitted a report informing the Integration joint Board of the statutory requirements of members' terms of office and seeking the IJB's agreement to take the necessary action in relation to those members whose term of office is due to expire.

Mr Small presented the report outlining the background and the actions which required to be taken in relation to those members whose term of office was due to expire this year.

The Chair added that he would write to the relevant bodies seeking nominations as required.

Councillor Akhtar asked why Mrs McKay had only been re-appointed for two years. Mr Small explained that in 2016 the IJB had agreed to a mix of terms for those representatives of carers, service users, independent sector and third sector.

Ms Johnstone asked why most of these representatives were selected rather than nominated. Mr Small stated that the legislation did not require these representatives to be nominated by a specific body. Therefore it had been decided to appoint by external selection.

### **Decision**

The IJB agreed:

- (i) to note the terms of office for members of the IJB and the requirement to review the appointment of each member at the end of their term; and
- (ii) the actions in relation to those members whose term of office is due to expire between May and July 2018.

Signed .....

Peter Murray  
Chair of the East Lothian Integration Joint Board