

East Lothian  
Integration Joint Board



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

**THURSDAY 27 SEPTEMBER 2018  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON**

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**Voting Members Present:**

Mr P Murray (Chair)  
Councillor S Akhtar  
Councillor N Gilbert (\*substitute)  
Ms F Ireland  
Mr A Joyce  
Councillor S Kempson  
Councillor F O'Donnell

**Non-voting Members Present:**

Mr D Binnie  
Ms F Duncan  
Ms P Dutton  
Dr R Fairclough  
Ms E Johnston  
Mr D King  
Ms A MacDonald  
Ms M McNeill  
Ms J Tait

**Officers from NHS Lothian/East Lothian Council:**

Ms L Cowan  
Mr P Currie  
Ms B Davies  
Ms C Flanagan

**Visitors Present:**

Mr D Melly, Audit Scotland

**Clerk:**

Ms F Currie

**Apologies:**

Councillor S Currie\*

**Declarations of Interest:**

None

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

The Interim Chief Officer had submitted a report asking the IJB to agree the appointment of two new non-voting members.

Alison MacDonald presented the report summarising the selection process and commending both appointments to the IJB.

### **Decision**

The IJB agreed:

- (i) To the appointment of David Binnie to represent carers and Jean Trench to represent the independent sector; and
- (ii) That the appointment of Mr Binnie should be for two years and Ms Trench for three years.

The Chair formally welcomed Mr Binnie to the IJB.

## **2. MINUTES OF THE EAST Lothian INTEGRATION JOINT BOARD MEETING OF 23 AUGUST 2018 (FOR APPROVAL)**

The minutes of the East Lothian Integration Joint Board meeting of 23 August 2018 were approved subject to one amendment:

- Page 5, paragraph 4 – change 'Margaret McKay' to 'Marilyn McNeill'

## **3. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 23 AUGUST**

The following matters arising from the minutes of 23 August were discussed:

**(Item 6)** – The Chair reminded members that today was David King's last meeting as Chief Finance Officer and that Claire Flanagan would take over the role from 1 October.

**(Item 7)** – Councillor Shamin Akhtar referred to the funding issue raised by Margaret McKay and asked if there was any progress to report. Ms MacDonald agreed to follow this up and provide a response to members.

## **4. CHAIR'S REPORT**

The Chair advised members that Ms MacDonald's interim appointment had been extended to April 2019 due to a delay in recruiting a suitable candidate to the Chief Officer post on a permanent basis. Councillor Fiona O'Donnell thanked Ms MacDonald and commended her performance in role.

The Chair also noted that Councillor Susan Kempson had today chaired her first meeting of the Audit & Risk Committee.

He advised members that the report of reprovision of services would come forward at the IJB's meeting on 25 October. He also reported on several meetings he had recently attended including the NHS Lothian Finance & Resources Committee, CoSLA Health & Social Care Board, the Ministerial Steering Group and an event hosted by the

Standards Commission. He referred to the papers that had been circulated to members and which provided further information on some of the issues discussed at these meetings.

## **5. NHS HEALTHCARE GOVERNANCE COMMITTEE (VERBAL)**

Ms Ireland advised members that although she had not attended the most recent meeting of the Committee she had reviewed the papers and the most relevant report related to healthcare governance and an inquiry into the use of opiates at a hospital in England.

She also reported that the East Lothian Clinical & Care Governance Committee had held its third meeting and had agreed to use its October meeting to review the pilot project and prepare an action plan. She added that there had been a very useful discussion at this morning's Audit & Risk Committee meeting on how to link governance issues with the wider risk management process.

Ms MacDonald advised members that a further report on the setting up of the IJB's Clinical & Care Governance Committee would be brought to the October meeting and would include proposals for the Committee's inclusion in the IJB's Standing Orders.

In response to questions, Ms Ireland explained that the policy for operational issues lay with the providing Partner and Ms MacDonald confirmed that there would be a staff event held on clinical and care governance issues.

## **6. DELAYED DISCHARGES (VERBAL)**

Ms MacDonald reported that the trajectory was 16 and that currently there were 15 delayed discharges. She said that this was always a challenging time but that additional winter funding from the NHS and a little spare capacity in care homes meant that things were in a good position at present.

Councillor O'Donnell thanked Ms MacDonald and the team for their consistent performance and referred to services such as Hospital to Home and Hospital at Home as examples of good practice in this area. She also asked if the capacity in care homes was as a result of more people remaining in their own homes for longer.

Ms MacDonald indicated that it was likely due to a number of factors including the availability of these services, improvements in accessing packages of care and the Haddington Care Home recently coming on line.

Marilyn McNeill reported some positive feedback from service users relating to care at home and palliative care services and Ms MacDonald said that she would pass this on to the teams involved.

Councillor Akhtar asked if the additional winter funding could provide the opportunity to try different things. Ms MacDonald indicated that the funding was only for three months so it might be difficult to do something completely new however, the money would provide additional capacity in services which were already known to be successful.

The Chair advised that, as from the October, each meeting agenda would include a presentation on a project or services in the community. He said that Hospital to Home or Hospital at Home could be included in this and he welcomed further suggestions from members.

Penny Dutton said that new initiatives were always welcome but that it was important to acknowledge the considerable work already going on, particularly in social work teams, to support the reduction in delayed discharges.

## **7. IJB ANNUAL ACCOUNTS**

The Chief Finance Officer had submitted a report presenting the IJB's annual accounts for 2017/18.

Mr King advised members that the accounts had been prepared and presented in draft form at the IJB's June meeting, thereafter they were reviewed by the external auditors, Audit Scotland, and minor amendments had been made. Audit Scotland had presented their annual audit report to the Audit & Risk Committee and had advised that they would be issuing an unqualified audit opinion. Mr King confirmed that once agreed the accounts and the annual audit report would be published on Audit Scotland's website.

Councillor Kempson added that the Audit & Risk Committee had recommended that the IJB accept the accounts and that they were then signed by the Chair and chief officers. She also thanked Mr King, his team and the external auditors for preparing the accounts and for the excellent audit report.

Mr King responded to questions from Councillor Akhtar on the county's growing population and the need for additional resources, and on the risks associated with managing the implementation of the Carers Act.

Councillor Akhtar also suggested that the developments outlined on page 5 of the accounts might be used to promote the work of the IJB.

### **Decision**

The IJB agreed that the IJB's annual accounts for 2017/18 were signed on behalf of the IJB by the Chair, the Interim Chief Officer and the Chief Finance Officer.

## **8. FINANCIAL POSITION 2018/19 AND FINANCIAL PLAN**

The Chief Finance Officer had submitted a report updating the IJB on its current financial position in 2018/19, considering the projected year end out-turn and describing the continuing work on the IJB's three year financial plan.

Mr King presented the first part of the report which summarised the current financial position in 2018/19 and the forecast year end position. Mr King advised that there remained the likelihood of an overspend in the adult wellbeing budget and while NHS Lothian were currently forecasting an underspend in their prescribing budget this may be subject to change as a result of external factors. He indicated that the IJB needed to be proactive in seeking further forecasts from the partners and in reviewing and agreeing proposed recovery plans.

Mr King responded to a number of questions from members on the proposed recovery plans, the impact of issues such as the local authority pay award and additional funds for mental health services and whether the projected underspend would be sufficient to cover the likely overspend. He also acknowledged the importance of service transformation as part of any financial recovery plan.

Ms MacDonald said that it was becoming clearer where the pressures were and where the challenges would be, e.g. the older population and also younger people with

complex needs. Before the IJB could make decisions about recovery plans more information was needed on these and other challenges and this was a significant piece of work.

Mr King presented the second part of his report and circulated to members a presentation given to the NHS Lothian Finances & Resources Committee (F&RC) regarding the development of a new financial strategy. He talked members through the proposed changes in some detail outlining the key issues and the overall benefits for the East Lothian IJB, were there to be a change in the financial model. He indicated that further discussion was taking place and that a follow up paper would be presented to the F&RC in November.

While the Chair acknowledged that this information had the potential to create undeliverable expectations, he felt it was important to share it with members as this was the direction of travel clearly indicated by NHS Lothian and it could potentially take effect from 2020/21. He added that the possibility of actual spend being linked directly to actual use could free up resources to make a significant impact in the community and it would be important to keep these proposals in mind as part of any forward planning.

Mr King concluded his representation of the report with a summary of the continuing work on the IJB's multi-year financial plan.

Elaine Johnston welcomed the presentation which she said had provided a good start to a better understanding of a very complicated area of the IJB responsibilities.

Replying to a question from Dr Richard Fairclough, Mr King said that he did not think it would be possible to reclaim money historically.

The Chair noted that there continued to be significant challenges in the current financial year and decisions would have to be taken on how to address the projected overspend. Referring to the presentation from NHS Lothian, he noted that there was a clear direction of travel but as yet no guarantees. He expressed the hope that whatever model was finally agreed upon would be of benefit to the IJB going forward.

## **Decision**

The IJB agreed to:

- (i) Note the current financial position;
- (ii) Support the actions laid out below to work towards a break-even position in 2018/19; and
- (iii) Support the further work on the three year financial plan.

## **9. UPDATE – REVIEW OF THE IJB'S STRATEGIC PLAN**

The Interim Chief Officer had submitted a report updating the IJB on the current work underway to review the IJB's Strategic Plan.

Ms MacDonald presented the report summarising the work that would take place over the next six months including the agreement of an engagement strategy, a joint needs assessment, the introduction of the Change Boards and a review of the current Strategic Plan. She advised members that a further report and work plan would be brought to a future meeting of the IJB.

Bryan Davies provided an overview of the strategic planning structures that were being put in place through the new Change Boards. He outlined the topics for each of the seven boards and advised that the remits and memberships were currently being finalised.

The Chair added that the role of the Reference Groups – which would feed into and shape the direction of the Change Boards – was to ensure that there was appropriate participation and engagement from Third Sector and other organisations at the beginning of the planning process. He reminded members that the some of the co-chairs of the Change Boards would come from the membership of the IJB and there would shortly be a meeting of all co-chairs to discuss and agree their roles and responsibilities.

In response to questions from members, Mr Davies confirmed that guidance would be issued on the remits and memberships of the Reference Groups and that these would be kept under review and revised as necessary. He advised that some of the Reference Groups had already begun work. Mr Davies also confirmed that health inequalities would be a mandatory requirement as part of the reporting templates and that work was already underway with the Community Care Forum on how best to engage with services users and carers in the new structure.

**Decision**

The IJB agreed to:

- (i) Note the report; and
- (ii) Support the work underway.

**Valedictory**

The Chair reminded members that this was Mr King’s last meeting as he was retiring from NHS Lothian and his role of Chief Finance Officer of the IJB. He thanked him for his very significant contribution, his professionalism and his diligent support for the aspirations of the IJB. His advice had been greatly appreciated and he had helped to shape the IJB. The Chair concluded by wishing Mr King a long and happy retirement.

Mr King thanked the Chair and members the kind words and gifts. He said that he had greatly enjoyed his time with the IJB and offered them his best wishes for the future.

Signed .....

Mr Peter Murray  
Chair of the East Lothian Integration Joint Board