

East Lothian
Integration Joint Board



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

**THURSDAY 27 JUNE 2019
HALLHILL CENTRE, DUNBAR**

Voting Members Present:

Councillor F O'Donnell
Councillor N Gilbert
Ms F Ireland
Mr A Joyce
Mr P Murray
Councillor S Kempson

Non-voting Members Present:

Mr D Binnie
Dr G Choudhury
Ms L Cowan
Ms P Dutton
Dr R Fairclough
Ms C Flanagan
Ms E Johnston
Ms A MacDonald
Mr T Miller

Officers Present from NHS Lothian/East Lothian Council:

Ms L Berry
Mr P Currie
Ms D Gray

Visitors Present:

Ms M Allan, STRiVE
Ms A Buchanan, ELCH

Clerk:

Ms F Currie

Apologies:

Councillor S Akhtar
Prof. M Whyte
Ms M McNeill
Ms J Tait
Ms J Trench
Dr J Turvill

Declarations of Interest:

None

1. PRESENTATION: 'THE START STRiVE PROJECTS'

Alison Buchanan, Occupational Therapy Team Lead, ELCH and Maureen Allan, Community Support & Wellbeing Manager, STRiVE gave a presentation to the IJB on the START & STRiVE Community Projects, which linked to Directions D11b - Occupied Bed Days (continuing Direction) and D11c - Delayed Discharges (continuing Direction).

Ms Buchanan outlined the background and purpose of the START STRiVE project, how it had been integrated into existing teams and reporting structures, and its use of third sector volunteers. She reported on initial patient, carer and GP feedback and the next steps for the project.

Ms Allan provided an overview of the Community Support Project offering local people the opportunity to help the elderly in their communities. She detailed some of the challenges involved in selecting volunteers and key findings from an initial evaluation of the services offered.

Ms Houston and Ms Buchanan responded to questions from members on the initial difficulties experienced in setting up the projects, the difference found in working with the third sector and ongoing funding challenges.

In response to a query about how to expand on these projects, Lesley Berry informed the IJB that the Pulmonary Rehab Team were already involved in two community initiatives and they were looking to develop one for East Lothian. She also highlighted the partnership between Enjoyleisure and Macmillan as another example.

The Chair thanked Ms Buchanan and Ms Allan for their presentation and hoped that they would return in a year's time to update the IJB on progress.

2. MINUTES OF THE MEETING OF THE EAST LoTHIAN INTEGRATION JOINT BOARD OF 23 MAY 2019 (FOR APPROVAL)

The minutes of the meeting on 23 May were approved.

3. MATTERS ARISING FROM THE MINUTES OF 23 MAY

There were no matters arising.

4. CHAIR'S REPORT

The Chair reported on an event at the Edinburgh Cancer Centre. She said there had been an acknowledgement of the need to work with the IJB to achieve further improvements to services in the community.

Peter Murray advised members on the work of the Integrated Care Forum (which included all four Lothian IJBs) and how this linked with the responsibilities of individual IJBs. He agreed that IJBs needed to be involved in planning changes to services and gave an example of health funding which might have been put to better use had the IJBs been involved at an earlier stage.

5. NHS HEALTHCARE GOVERNANCE COMMITTEE

Fiona Ireland reported on the most recent meeting of the Committee which had focused on children's services including school nurses, vaccinations and health visiting.

Ms Ireland responded to questions around the types of vaccinations included and advised that the four Lothian IJBs were working together on this issue. She said that the uptake was reasonably good in East Lothian but that nationally there had been a blip in MMR uptake about 15 years ago which was raising concerns as the children were now university age and beginning to travel.

Alison MacDonald advised members that this was a delegated function and that officers received regular monitoring reports of vaccination uptake. She said that it was not only a significant area of risk but also a significant area of spend.

6. DELAYED DISCHARGES

Ms MacDonald advised the members that there were 9 delayed discharges at the last census count and this figure was below trajectory. She said that the continuing improvement in figures was the result of a lot of very hard work across a range of services.

The Chair said that this good progress should be celebrated.

7. DRAFT UNAUDITED ANNUAL ACCOUNTS 2018/19

The Chief Finance Officer had submitted a report presenting the IJB's draft (unaudited) annual accounts for 2018/19.

Claire Flanagan presented the report outlining the contents of the management commentary, annual governance statement and the financial statements. She advised that the year-end position was a surplus of £1.7m and from this the IJB had created its first reserve. The accounts would be published at the end of June and submitted for review by the IJB's external auditors.

Ms Flanagan responded to questions on the IJB's reserves policy and the use of both allocated and unallocated reserves. She explained that the Integration Scheme stated that if the IJB incurred an underspend which was related to work done rather than slippage or other unintended causes, it could keep this money. This had been clearly demonstrated to NHS Lothian and it would not seek to take back this money.

The Chair said it would be useful to get information on the uses of the MELDAP reserves to ensure that actions don't get missed. Ms MacDonald reminded members that criminal justice was a delegated function of the IJB and said that a report would come forward to the IJB at a future date.

Dr Gourab Choudhury asked about the possibility of setting up a Community Respiratory Team and Ms MacDonald advised that discussions were already underway.

Penny Dutton and Mr Murray suggested additions to the management commentary in the accounts to include further examples of service delivery and details of members' attendance at IJB meetings during 2018/19. Ms Flanagan agreed to advise the auditors that this information would be added in before the accounts were finalised.

Mr Murray also queried the current procedure for submission of internal audit reports. He noted that audit work carried out by NHS Lothian's Internal Audit Team on behalf of the IJB was reported to NHS Lothian before it was reported to the IJB's Audit & Risk Committee. This could result in a significant delay in the findings being seen by IJB members.

Ms Flanagan acknowledged this and said it was a pan-Lothian issue which officers were looking to change. In the meantime, she reminded members that the IJB received a good level of support from the Internal Audit Team.

Decision

The IJB agreed that the draft annual accounts could be published and presented for audit.

8. MEDIUM TERM ROLLING FIVE YEAR FINANCIAL PLAN

The Chief Finance Officer had submitted a report presenting the IJB with a medium term rolling five year financial plan for noting.

Ms Flanagan presented the report summarising the background and basis to the financial plan. She advised members that the plan looked at the whole of the IJB function rather than being divided into health and social care monies. She drew attention to the projections for future years, the anticipated increase in the funding gap and the need to encourage the IJB's partners to begin working on longer term efficiency/recovery plans.

Ms Flanagan responded to questions from members regarding the projections for staff pay awards, the prescribing budget, cost savings requirements and future pressures on the Set Aside budget.

Elaine Johnston commented that rather than looking for cost savings from existing services the IJB needed to reach a position where it could be more visionary and use its current structures to deliver transformation.

The Chair agreed. She said that opportunities for collaboration with services such as housing and with neighbouring local authorities needed to be taken forward if the IJB was to develop capacity and deliver services differently.

Ms MacDonald referred to the recently approved Workforce Plan which included proposals for developing capacity through collaboration with the third sector and independent providers. Ms Johnston welcomed this but said it was also crucial that the third sector and others knew how to feed into the planning process, for example through the Reference Groups and Change Boards. She said she would be happy to be involved in this work.

Mr Murray informed members of a model adopted in Wigan which was a good example of complete service redesign. He would provide the details to Ms MacDonald and suggested that these be circulated to the members.

Decision

The IJB agreed to:

- (i) Note the medium term rolling five year financial plan for the IJB; and

- (ii) Note the requirement for significant medium term financial recovery actions to bring the plan back into balance.

9. CHANGE TO THE NON-VOTING MEMBERSHIP OF THE EAST LoTHIAN INTEGRATION JOINT BOARD

The Chief Officer had submitted a report inviting the IJB to note the change to the non-voting membership as it relates to the role of Chief Social Work Officer (CSWO).

The members were invited to note the changes as outlined in the report.

Decision

The IJB agreed to note that Fiona Duncan had left her post as CSWO at East Lothian Council and had been replaced by Judith Tait.

10. EAST LoTHIAN IJB MEETING DATES 2019-20

The Chief Officer had submitted a report setting out the IJB's business meetings and development sessions during 2019/20.

The Chair drew members' attention to the options for the meeting date in September 2019, as outlined in Appendix 1. The members indicated a preference for Wednesday 11 September and all other dates were accepted without amendment.

Decision

The IJB agreed to:

- (i) Approve the dates for business meetings during session 2019/20; and
- (ii) Approve the dates for development sessions during session 2019/20.

Signed

Councillor Fiona O'Donnell
Chair of the East Lothian Integration Joint Board