

East Lothian  
Integration Joint Board



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

**THURSDAY 5 DECEMBER 2019  
COUNCIL, CHAMBER, TOWN HOUSE, HADDINGTON**

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**Voting Members Present:**

Councillor F O'Donnell (Chair)  
Councillor S Akhtar  
Councillor N Gilbert  
Councillor S Kempson  
Mr P Murray  
Prof. M Whyte

**Non-voting Members Present:**

Mr D Binnie  
Ms L Cowan  
Mr I Gorman  
Ms E Johnston  
Ms A MacDonald  
Ms M McNeill  
Mr T Miller  
Ms J Tait  
Ms L White

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

Mr P Currie  
Mr B Davies  
Ms D Gray  
Ms J Holland  
Mr G Hunt

**Clerk:**

Ms F Currie

**Apologies:**

Dr R Fairclough  
Ms C Flanagan  
Ms F Ireland  
Dr J Turvill

**Declarations of Interest:**

None

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

The Chief Officer had submitted a report asking the IJB to agree to the appointment of a new East Lothian Council staff representative and Third Sector representative to replace the current non-voting members.

The Chair thanked Elaine Johnston and Penny Dutton for their contributions to the IJB and invited members to consider and agree the recommendations as set out in the report.

The Chair also invited members' views on appointing a public health representative to provide a voice on health inequalities and other key issues. The appointment would be as a non-voting member of the IJB.

This suggestion was strongly supported by Peter Murray and Moira Whyte. Subject to clarification of the legal requirements for appointing additional non-voting members, it was agreed that a report would be brought to the next meeting.

### **Decision**

The IJB:

- i. Agreed to the appointment of Lesley White as the Council's new staff representative non-voting member of the IJB, in place of Penny Dutton; and
- ii. Noted the appointment of Paul White, ELCAP, as the new Third Sector representative and non-voting member of the IJB.

## **2. MINUTES OF THE EAST LoTHIAN IJB MEETINGS ON 31 OCTOBER 2019 (FOR APPROVAL)**

The minutes of the East Lothian Integration Joint Board (IJB) meeting on 31 October were approved.

## **3. MATTERS ARISING FROM THE MINUTES OF 31 OCTOBER**

There were no matters arising.

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

The Chair reported that she and Mr Murray attended a meeting of NHS Lothian's Board to hear an update on the pressures facing the Board and the progress of its recovery programme. A further update would be provided to IJB members today under agenda item 9. The Chair also reported on a recent Chairs & Vice Chairs event which had included speakers from the fire service and trade unions and a session on chairing meetings.

The Chair then invited members' views on the value of continuing to hold meetings at different venues around the county. Meetings had taken place in Musselburgh, Prestonpans and Dunbar during 2019, as well as in Haddington, in an effort to encourage greater public engagement. However, this had not been the case and it was pointed out that changing venues had reduced the frequency of press attendance. Members agreed that future meetings should take place in Haddington.

The Chair also invited views on the value of having presentations from services at the beginning of IJB meetings. Members were very much in favour of continuing this practice which they found helpful in providing a greater level of detail about progress with IJB priorities and individual services and initiatives.

Mr Murray indicated that a very useful presentation had recently been given to the Chairs & Vice Chair's Group by CoSLA and he would arrange for this to be circulated to members. He also commended the Scottish Parliament's Health & Sport Committee as a useful source of information.

## **5. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2018/19**

The Chief Social Work Officer (CSWO) had provided the IJB with her annual report for 2018/19 on the statutory work undertaken on the Council's behalf. The report also provided an overview of significant social policy themes current over the past year.

Judith Tait gave a detailed presentation highlighting the key themes within the report which included information on the role of the CSWO and social workers; details of key strategic partnerships in criminal justice, housing and community planning; the broader social issues of homelessness, poverty and how these impact on services; the range of work underway within children services; children and young people's mental health services; and the challenges facing services in the coming year. Ms Tait also outlined anticipated involvement with the Care Inspectorate and the independent care review which would include input from care-experienced young people. She said that social work services would have to be alert to the changes coming in future years as a result of this review.

A lengthy discussion followed and Ms Tait responded to a number questions from members providing further context to her report.

The Chair thanked Ms Tait for her comprehensive report. Referring to the recent focus on homelessness and poverty and the rapid rehousing strategy, she said it would be helpful to see the impact of changes to the welfare system reflected in next year's report.

Mr Murray also welcomed the report which he said was a very useful summary of the key issues.

Councillor Shamin Akhtar noted the stark figures regarding domestic violence, substance misuse and drug-related deaths. She was keen to ensure that the IJB maintained a focus on the work of MELDAP and other agencies in this area.

Both Ms Tait and the Chair acknowledged the importance of this work and the broader issues of mental health, particularly in children and young people.

### **Decision**

The IJB agreed to note the contents of the report.

## **6. IJB PERFORMANCE FRAMEWORK 2019/20**

The Chief Officer had submitted a report updating the IJB on the development of a Performance Framework; and on responsibilities in relation to Ministerial Steering group indicators as well as reporting relationships with partner bodies.

Paul Currie presented the report outlining the background and development of performance reporting arrangements for the IJB. He highlighted the role and importance of Ministerial Steering Group indicators and how these were measured alongside other local and national benchmarks. He invited members to consider how the IJB might make best use of the data gathered from these exercises not only to demonstrate progress but also to inform future Directions.

Responding to questions from members, Mr Currie acknowledged that arrangements were not as well developed in areas such as children and young people's services and that there continued to be challenges in gathering data from social care services.

Bryan Davies confirmed that in future the plan would be to align the performance framework and the Directions with the work of the Change Boards which would allow them to monitor progress on key priorities. He advised that the member of staff who had recently joined the team had knowledge and expertise in data gathering and would help to drive forward this work.

## **Decision**

The IJB agreed to:

- i. Note the aims of performance monitoring and management, including: clarity of reporting structures, ensuring robust monitoring, identifying areas for development, making best use of local intelligence and delivering high quality services.
- ii. Note the Performance Framework Performance Indicator hierarchy chart which details the various levels of reporting to ensure effective delivery across the IJB delegated service areas.
- iii. Review and accept the IJB Performance Framework as an accurate reflection of the local reporting requirements and intention to ensure robust monitoring of services.
- iv. Note that there may be ongoing evolution of Performance Indicators which will be updated by Planning and Performance.
- v. Support planning and Performance to continue to have dialogue with Community Planning Partners to agree a relevant set of Indicators which are reflective of IJB priorities.
- vi. Note that to ensure ongoing progress and use of local data, ongoing support from partner bodies will be required to ensure appropriate Information Governance and infrastructure.

## **7. UPDATE ON PROGRESS WITH CHANGE BOARDS**

The Chief Officer had submitted a report updating the IJB on progress across the six Change Boards in progressing work across service areas and client groups which reflect strategic priorities.

Mr Currie presented the report outlining the background to the setting up of the 6 Change Boards and Reference Groups to support service change and delivery of the IJB's strategic priorities. He said that the Boards and Groups had benefited from their mix of members who offered a broad range of experience. He highlighted the structure and reporting arrangements and invited IJB members to note the progress made to date.

Mr Davies said that discussions would begin shortly with Board and Group members to get a sense of what elements of the structure were working well and what might be needed to maximise outcomes. While he hoped to retain the current format he acknowledged that some elements were not working as well as had been hoped. As well as discussions, a questionnaire would be circulated to Board and Group members seeking their feedback.

The Chair thanked all of those involved in the Changes Boards and Reference Groups for their commitment. She emphasised the importance for IJB members of being able to see the work which was happening on Directions and the priorities of the Strategic Plan and to be able to challenge and engage with the process rather than simply rubberstamping decisions. She said she did not envisage the need for any major changes to the structure at this stage but acknowledged that minor adjustments would be required as the process developed.

Mr Murray agreed that it was too early for any major changes to the format which had taken over a year to develop and now required time to take effect.

The Chair advised that officers would consider how best to provide access to reports from Change Boards to ensure that IJB members were kept up to date with developments.

### **Decision**

The IJB agreed to note the progress in each Change Boards' delivery of work across its priority areas.

## **8. FINANCIAL POSITION 2019/20 AND FINANCIAL FORECAST FOR 2020/21**

The Chief Finance Officer had submitted a report updating the IJB on its current financial position in 2019/20, reporting the projected year end outturn from the Q2 financial reviews and providing an early indication of the financial forecast for 2020/21.

Ms MacDonald presented the report as the Chief Finance Officer, Claire Flanagan, had been unable to attend the meeting. She outlined the key issues including the position as at end September 2019 of a £145,000 overspend and the projected year end outturn of a £34,000 overspend; a significant reduction on the previous year end forecast of a £645,000 overspend. She also highlighted some of the reasons for this revised projection including movement in the Social Care budget as a result of funding moving through for care home beds and a reduction in care at home hours. Ms MacDonald added that financial pressures were expected to continue into 2020/21 and work was already underway on a programme of efficiency savings. This would be brought to the IJB for consideration early in the New Year.

The Chair acknowledged the huge achievement of staff in getting to the current position with the hope of achieving a breakeven position at the financial year end.

Mr Murray referred to comments made by the Chair of the Parliament's Health & Social Care Committee on financial governance and the importance of considering timing when seeking the IJB's approval of plans for efficiency savings. He also asked about the revisions to planned efficiency savings outlined in the report and whether there were any concerns about achieving the additional savings.

Ms MacDonald explained that some of the revisions related to the point in the year at which efficiencies would begin to take effect but that the benefits would continue to be

felt in future years. She confirmed that, at present, there were no concerns about achieving the proposed plans.

In a response to a question from the Chair, Ms MacDonald advised that money for 'Frank's Law' had to be used for the purposes for which it had been allocated and could not be transferred to other services.

### **Decision**

The IJB agreed to:

- i. Note the current financial position;
- ii. Note the Quarter 2 financial reviews of 2019/20; and
- iii. Note the initial financial forecast for 2020/21.

## **9. RECOVERY PROGRAMMES UPDATE (VERBAL)**

Ms MacDonald updated IJB members on progress with recovery programmes to address the pressures facing NHS Lothian and the work being undertaken by services in East Lothian. She advised that the East Lothian Health & Social Care Partnership (ELHSCP) had been asked to open one of its two mothballed wards at the new Community Hospital in Haddington to support the anticipated winter pressures. As of 9<sup>th</sup> December, 10 patients would be accommodated in the ward with an additional 24 beds available as required. Additional finance had been provided by NHS Lothian and staff were in place to support the arrangements which would be in place for at least 3 months.

Ms MacDonald said that while it was positive that the ELHSCP was in a position to respond to additional need it was not without its challenges. However, she acknowledged that it was likely that there would be a requirement for additional beds at some point during the winter period and this arrangement was simply bringing that forward by a few weeks.

The Chair acknowledged the work of staff within services across East Lothian and asked about the longer term plan for the two wards.

Ms MacDonald stated that the first call on those beds would always be to support the requirements of patients within East Lothian and the priorities of the IJB.

### **Decision**

The IJB agreed to note the update on recovery programmes.

## **10. EAST Lothian Health and Social Care Partnership Winter Plan 2019/20**

The Chief Officer had submitted a copy of the East Lothian Health & Social Care Partnership (ELHSCP) Winter Plan for 2019/20.

Ms MacDonald explained that a plan was prepared on an annual basis to deal with periods of significant pressure during the winter months and which include arrangements to be put in place in the event of severe weather or other adverse events. She advised that East Lothian Council had its own robust business continuity arrangements and the ELHSCP Winter Plan would sit alongside these.

## **Decision**

The IJB agreed to note the contents of the winter plan for 2019/20.

### **11. ISSUES OF RELEVANCE TO THE IJB (FOR NOTING)**

#### **a. HOSPITAL DELAYED DISCHARGES**

The Chief Officer had submitted a report updating the IJB on performance for delayed discharges in East Lothian.

## **Decision**

The IJB agreed to note the improving trend on performance and recent actions.

#### **b. CLINICAL AND CARE GOVERNANCE**

There were no matters for noting.

### **12. MINUTES OF OTHER GROUPS OF RELEVANCE TO THE IJB (FOR NOTING)**

Minutes of the Community Justice Partnership meetings on 27 June 2018, 30 October 2018 and 4 March 2019 were presented for noting.

## **Decision**

The IJB agreed to note the minutes of the Community Justice Partnership.

#### **Health & Social Care Scotland Conference**

Marilyn McNeill provided a brief report on her attendance at the health & Social Care Scotland conference entitled "Collaboration, Compassion and Ambition in Integration". Keynote speakers had included the Cabinet Secretary who had referenced work happening in East Lothian when discussing models for transforming primary care.

Ms McNeill reported on the range of issues raised during the talks and workshop sessions and indicated that the clear message from the Cabinet Secretary is that the focus should now shift from theory and governance of integration to implementation and innovation of new models of care.

#### **Bryan Davies**

Mr Murray advised members that Bryan Davies would shortly be leaving his post as Group Service Manager - Planning and Performance at East Lothian Council. He thanked him for his contributions and support over the years and said he had helped to drive forward progress on integration. He wished him well in his new role.

The Chair echoed these remarks adding that as well as providing great support Mr Davies had always shown great humanity and compassion. She also wished him well.

Signed

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