

East Lothian
Integration Joint Board



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

**THURSDAY 24 FEBRUARY 2022
VIA DIGITAL MEETINGS SYSTEM**

Voting Members Present:

Mr P Murray (Chair)
Councillor S Akhtar
Councillor N Gilbert
Ms F Ireland
Councillor S Kempson
Councillor F O'Donnell
Dr R Williams

Non-voting Members Present:

Ms M Allan	Mr D King
Ms L Cowan	Ms A MacDonald
Dr C Mackintosh	Ms M McNeill
Ms J Tait	

Officers Present from NHS Lothian/East Lothian Council:

Mr P Currie	Ms C Goodwin
Mr M Kennedy	Ms L Kerr
Ms J Ogden-Smith	

Clerk:

Ms F Currie

Apologies:

Dr P Donald
Dr J Turvill

Declarations of Interest:

None

1. MINUTES OF THE MEETING OF THE EAST LoTHIAN IJB ON 13 DECEMBER 2021 (FOR APPROVAL)

The minutes of the meeting on 13th December 2021 were approved.

2. MATTERS ARISING FROM THE MINUTES OF 13 DECEMBER

The following matters were raised:

Item 3 – Councillor Shamin Akhtar requested an update on progress the new vaccination roll-out and also the situation at Edington Hospital.

Item 8 – Councillor Fiona O'Donnell asked if there had been any changes to the timeline for actions by the Community Hospitals and Care Homes Provision Change Board.

Alison MacDonald reported that the opening of the new vaccination centre at the Corn Exchange in Haddington had been very successful and had helped to increase capacity to deliver the vaccination programme. They would shortly be starting to vaccinate 5 – 11year olds and pop-up clinics were being set up across the county in an effort to reach as many people as possible.

On Edington Hospital, Ms MacDonald explained that IJB members would be updated shortly, after information had been provided to community groups.

She said she was not aware of any significant changes to the timeline of actions for the Community Hospitals and Care Homes Provision Change Board and it was still the Board's intention to report back to the IJB in the autumn.

3. CHAIR'S REPORT

The Chair provided a further update on the National Care Service (NCS) stakeholder group and advised that he had been appointed to a chairs/vice chairs short life working group to consider responses to the consultation on the NCS. It was his understanding that this work would help to inform the legislative framework for the NCS.

In response to questions, he provided information on potential proposals for further working groups and indicated that the intention remained to publish the framework in June.

Ms MacDonald provided a brief update to members on the pressures facing the care sector. She said that there had been some improvement in the position reported before Christmas and that both care homes and care at home providers were in a much more stable position.

The Chair put on record his and the IJB's ongoing thanks to all staff within the Health & Social Care Partnership and particularly the vaccination team.

Ms MacDonald also indicated that following a recent meeting of the Strategic Planning Group it was proposed to update IJB members on the inclusivity plan and this would take the format of a report or development session. The Chair welcomed this proposal.

4. MEMBERSHIP OF EAST LoTHIAN IJB

The Chief Officer had submitted a report seeking the IJB's approval for the appointment of a new non-voting member.

The Clerk presented the report outlining the background and inviting members to approve the new appointment.

In response to a question from Richard Williams, Ms MacDonald explained the rationale for this new appointment highlighting the challenges posed by substance misuse across the county and recent discussions between Dr Jon Turvill and Dr Hale on how the IJB might expand its scope and benefit from her expertise.

Dr Williams emphasised that he did not object to this new appointment but had wanted to understand why it was being made to the IJB rather than one of its planning groups.

Councillor Akhtar, Judith Tait and Claire Mackintosh all welcomed the appointment referring to the wide-ranging national and local impacts of substance misuse and the benefits of having Dr Hale in a strategic role.

The vote was taken by roll call and the recommendation was approved unanimously.

Decision

The IJB approved the appointment of Dr Wendy Hale as a non-voting member, specialising in substance abuse, for the maximum term of office of 3 years.

5. IJB AND AUDIT & RISK COMMITTEE MEETING DATES 2022/23

The Chief Officer had submitted a report inviting the IJB to set the dates of IJB business meetings and development sessions, and meeting dates for the Audit & Risk Committee during session 2022/23.

The Clerk presented the report summarising the background and drawing members' attention to the proposed meeting dates for 2022/23. There were no questions from members.

The vote was taken by roll call and the recommendations were approved unanimously.

Decision

The IJB agreed to:

- i. approve the dates for IJB business meetings during session 2022/23;
- ii. approve the dates for IJB development sessions during session 2022/23;
- iii. approve the dates for the Audit & Risk Committee meetings during session 2022/23; and
- iv. approve a change to the date of the Audit & Risk Committee meeting in June 2022.

6. FINANCIAL UPDATE – PROJECTED 2021/22 OUT-TURN AND OUTLINE 2022/23 POSITION

The Interim Chief Finance Officer had submitted a report updating the IJB as to the updated projected out-turn position for 2021/22 and providing an initial outline of the financial position for 2022/23.

David King presented the report as a follow up to the development session on the IJB finances which took place in January. He forecast an underspend at the end of 2021/22 and he confirmed that any monies left unspent would be added to the IJBs reserves – both earmarked and general. He then outlined some of the detail of the Scottish Government's financial settlement for health boards and local authorities and the likely implications for the IJB and areas of particular financial pressures within both health and social care. He advised that the Scottish Government had made a commitment to cover COVID costs in 2022/23 but that a further conversation was required on how to balance budgets in 2023/24 and beyond.

Mr King and Ms MacDonald responded to questions from members on seeking further clarification of COVID costs and how any additional funding would be reflected in the budget offers from the IJB's partners; on the challenges of recruiting additional staff for social care and how changes already made to services through shifting the balance of care had put East Lothian in a better position in relation to workforce planning.

Replying to further questions, Mr King said he fully expected a significant underspend in the current financial year and that some additional funding already announced would be carried forward to assist with the overall position in 2022/23. However, the real issue was to understand how much of that funding was non-recurring and the implications this would have for achieving a balanced budget from 2023/24 onwards. He suggested that the IJB consider using the non-recurring funding to drive through transformational change over the next 2 years.

On the issue of multi-year financial planning he accepted that while both the Scottish Government and NHS Lothian continued to deliver 1 year budgets, the ability of the IJB to develop a multi-year financial plan was limited.

Decision

The IJB agreed:

- i. Note the projected out-turn position for 2021/22;
- ii. Note the projected impact on the IJB's reserves;
- iii. Note the Scottish Government's 22/23 financial settlement; and
- iv. Note the projected financial forecast for 2022/23.

7. REVIEW OF 2020-21 IJB DIRECTIONS

The Chief Officer had submitted a report presenting a set of recommendations to the IJB for updates to its Directions for 2020-21. The report also outlined proposals to revisit the approach taken to issuing, monitoring and reviewing directions.

Claire Goodwin presented the report outlining the background to the review of Directions and their role in the delivery of the IJB's Strategic Plan. She explained that Members were being asked to approve the retention, revision or retirement of individual as recommended by the Change Boards. She also advised that a further review of Directions would take place as part of the development of the new Strategic Plan, due by October 2022, and that work was underway to update the IJB's policy on Directions.

The Chair took the members through the list of individual Directions inviting questions or comments on each. Officers responded to questions on particular Directions and Ms MacDonald acknowledged comments around the need for SMART objectives, appropriate levels of project planning and engagement with the Change Boards on the further review and development of Directions to support the new Strategic Plan.

The Chair asked if it would be possible to alter the wording in the review document to replace 'retire' with 'complete' where it was appropriate to do so. Ms Goodwin agreed to implement this change.

The vote was taken by roll call and the recommendations were approved unanimously.

Decision

The IJB agreed to:

- i. Approve the retention, revision or retirement of individual directions as recommended in the report, noting that once finalised and communicated to partners, progress measures will be identified for each direction agreed;
- ii. Note that a further report, providing updated details of the financial resources associated with the delivery of each direction, will be brought to a subsequent meeting of the IJB for approval once budgets are set for 2022-23;
- iii. Note that a comprehensive review of directions will take place as part of the development of the new IJB Strategic Plan, due by October 2022, with the revision of existing directions and the introduction of additional directions as required to deliver the strategic priorities outlined in the Plan; and
- iv. Note the work planned to revisit and update the current East Lothian IJB Policy on Directions and to develop guidance and support to assist with the consistent application of the Policy.

8. EAST LOTHIAN IJB STRATEGIC PLAN 2022-2025

The Chief Officer had presented a SBAR updating the IJB on progress with the development of its Strategic Plan for 2022-2025.

Paul Currie presented the report reminding members that a new Strategic Plan needed to be in place by October 2022 and would be effective until April 2025. He advised that the planning and engagement process had now commenced and that a development session would take place on 14th March. Following this, a draft plan would be prepared and subject to a wider consultation via a programme of online, face-to-face and public events. He would provide further updates to IJB members and he encouraged them to participate in the consultations.

The Chair also urged as many IJB members as possible to attend the development session as a way of ensuring that that the process did not miss anything that connected the work of the IJB to that going on within NHS Lothian.

The members discussed the importance of varying the timings of consultation events; publishing relevant information on the Consultation Hub; the possibility of linking up with other consultations on similar issues to avoid responders having to duplicate effort; and ensuring that the consultation reflected recent changes to services and sought the views of those who had experienced these changes or who were known to be accessing services more often than previously. Members agreed that the consultation should not just target the same people but should seek to broaden its contacts in communities. The suggestion of including representatives of Area Partnerships' Health & Wellbeing Groups was welcomed, as was provision of a 'user-friendly' version of the consultation. Members also supported the idea of 'you said; we did' sections within the Strategic Plan to evidence where proposals have come directly from consultation responses/discussions.

Decision

The IJB agreed to:

- i. Note the plans for initial consultation with HSCP Officer and IJB and SPG members to inform the development of priorities for inclusion in the draft Strategic Plan;
- ii. Note the intention to launch a consultation and engagement programme to seek community and other views on the draft Strategic Plan;
- iii. Agree to receive updates on the Plan's progress and the outcomes of associated consultation and engagement work; and
- iv. Agree to receive the final Plan for approval in September 2022.

9. REVIEW OF THE INTEGRATION SCHEME

The Chief Officer had presented a SBAR providing an update on progress with the review of the Integration Scheme for East Lothian IJB.

Mr Currie presented the report reminding members of the background to the review, the process and delays. He advised that the review would usually have 3 stages but that due to the limited nature of the revisions required to the Scheme it has been agreed that only stages 2 and 3 would be followed. He provided further detail of these stages and confirmed the consultation would commence on 1st March, or very soon thereafter, and run for 4 weeks.

Mr Currie responded to a question from the Chair confirming that no fundamental changes were being proposed to the duties of the IJB but rather that the Integration Scheme was being updated to reflect changes to legislation and the IJB's progress since its inception in 2015. He also confirmed that while the Schemes for each of the 4 Lothian IJBs varied somewhat, there were no fundamental differences between them.

Decision

The IJB agreed to:

- i. Note the progress to date in producing a revised Integration Scheme for East Lothian IJB;

- ii. Note the intention to bring the revised Scheme to the attention of a comprehensive list of consultees (as set out in the Scheme) as well as publishing it on the East Lothian Council online 'Consultation Hub' for wider comment; and
- iii. Note the opportunity for individual IJB members to respond to the consultation on the Scheme through the Consultation Hub.

The Chair wished to place on record his sincere thanks to all the Councillors involved in the IJB. He said he would make more detailed comments at the IJB meeting in March but wished to formally record his thanks to his Councillor colleagues, and particularly those who may not be present at the next IJB meeting; the last before the local government elections in May.

Signed

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Mr Peter Murray
Chair of the East Lothian Integration Joint Board