



MINUTES OF THE MEETING OF THE EAST LOTHIAN INTEGRATION JOINT BOARD

THURSDAY 23 FEBRUARY 2023
VIA DIGITAL MEETINGS SYSTEM

Voting Members Present:

Councillor S Akhtar
Councillor L Bruce
Ms E Gordon
Ms F Ireland
Councillor C McFarlane
Mr P Murray (Chair)
Ms V de Souza

Non-voting Members Present:

Ms M Allan	Dr P Conaglen
Ms L Cowan	Ms C Flanagan
Mr I Gorman	Dr C Mackintosh
Ms M McNeill	Ms J Tait
Dr J Hardman (s)	Ms F Wilson (Item 5 – 9)

Officers Present from NHS Lothian/East Lothian Council:

Ms L Berry	Ms N Donald
Ms J Jarvis	Ms L Kerr
Mr A Main	

Clerk:

Ms F Currie

Apologies:

Dr J Turvill

Declarations of Interest:

None

Following a request from the Chair, members agreed to delay considering Item 4 until Fiona Wilson had joined the meeting.

1. MINUTES OF THE MEETING OF THE EAST LoTHIAN IJB ON 8 DECEMBER 2022 (FOR APPROVAL)

The minutes of the meeting on 8th December 2022 were approved.

2. MATTERS ARISING FROM THE MEETING ON 8TH DECEMBER

The following matters arising were discussed:

Item 2 (Chair's report) – the Chair referred to a query raised by Marilyn McNeill about how the IJB might assist in the promotion of actions by other organisations to help mitigate the cost of living crisis. He confirmed that he had discussed with Fiona Wilson the possibility of meeting with the Area Partnerships and hoped to provide a further update to Ms McNeill within the week.

Councillor Shamin Akhtar also confirmed that she had circulated to IJB members the latest update on the implementation of the Council's poverty action plan.

Item 3 ((Q2 2022/23 Financial Update) – the Chair referred to a point raised by Fiona Ireland on the Set Aside budget. He had discussed the issue with Craig Marriott and Claire Flanagan and Mr Marriott had indicated that the work towards allocating the budget on a usage basis had been paused due to the proposed introduction of the National Care Service (NCS). However, should progress on the NCS be delayed, the work on the Set Aside budget allocation calculations would be resumed.

Val de Souza asked if it would be possible to get some idea of timing for a review of the current 'pause' on this work. The Chair agreed to contact Mr Marriott in 3 months' time to ask whether the Set Aside budget work should resume.

Item 7 (CSWO Annual report) - the Chair said he and Ms Wilson had agreed to the proposed development session to consider the role of social work and discuss Performance Indicator measures. A date for this session was still to be confirmed. Judith Tait agreed that this should be progressed. She also informed members that she would be moving on from her current role in April and an Interim Chief Social Work Officer (CSWO) would be appointed shortly.

3. CHAIR'S REPORT

The Chair encouraged members to read a report by Audit Scotland entitled 'NHS in Scotland 2022' which had been published on 23 February. It provided a useful summary of the current position and the challenges facing NHS services across the country.

He reported on a recent meeting of the IJB Chairs and Vice Chairs which had received an update from the Scottish Government lead on the NCS. He offered to share with members a summary of the update and issues discussed. As part of that discussion, the Scottish Government had been asked to consider to what extent IJB Chairs/Vice Chairs could be involved in developing the NCS.

The meeting also discussed mental health services for veterans and had a presentation from Oxfam on their efforts to secure agreement from Scottish Government for a separate national objective on 'care'.

Councillor Akhtar advised members that the issue of the NCS and children's social work services was also raised at the meeting and asked Ms Tait to provide an update. Ms Tait said that a Steering Group had been set up to gather evidence from a range of sources, including families and young people. The Group was not expected to make recommendations but the evidence gathering would be thorough. The Group would present its findings to the Scottish Government's Cabinet in October 2023, with a view to a final decision being taken by the Scottish Parliament in April or May 2024.

5. FINAL REPORT OF THE COMMUNITY HOSPITAL AND CARE HOME PROVISION CHANGE BOARD

A report was submitted by the Chief Officer presenting the final report of the work from the Community Hospitals and Care Homes Provision Change Board.

Iain Gorman presented the report. He summarised the findings and recommendations, drawing members' attention to the work on public engagement, the results of the Integrated Impact Assessment (IIA) and the next steps for implementation.

Responding to a question from Councillor Akhtar, Mr Gorman agreed to consider appropriate timing for a development session for IJB members.

Ms de Souza thanked Mr Gorman and all involved in the work for a clear and well laid out report. She welcomed the engagement work and evidence based approach to planning and developing capacity. She said she looked forward to reviewing the IIA in detail.

The Chair also welcomed the report, stating that it set a high benchmark for public engagement work.

Decision

The IJB agreed, by roll call vote, to:

- i. Support the conclusions of the report and the 4 recommendations set out in the Community Hospitals and Care Homes Provision Change Board – Final Report 2021/22.
- ii. Direct the Chief Officer and Senior Management Team to develop the range of capacity options for inpatient community hospital and care homes beds and Intermediate Care. This would include the financial assessment across all options being considered.
- iii. Request the Chief Officer and Senior Management Team report back to the Strategic Planning Group with clear proposals and final actions.
- iv. Note that the Provision Change Board had been formally stood down at its last meeting on 18th January 2022.

Sederunt: Fiona Wilson jointed the meeting.

4. 2022/23 Q3 FINANCIAL UPDATE

The Chief Finance Officer submitted a report laying out the results of the partner's (East Lothian Council and NHS Lothian) quarter three financial reviews. The report also considered how these results would impact on the projected financial position of the IJB for 2022/23.

Claire Flanagan presented the report. She advised members that following the quarter three review, the financial position had changed and the projected year end position was now an overspend of between £718,000 and £1.2M. While there continued to be pressures within the delegated health budgets, particularly the Set Aside and prescribing budgets, the main reason for the overspend was the notification from East Lothian Council that they may decide not to pass on to the IJB the additional funding from the Scottish Government to cover the social care staff pay uplift.

Ms Flanagan explained that this additional funding had previously been included in the IJB's budget calculations for the year and its removal could result in the higher overspend figure of £1.2M. The decision by the Council would be part of its budget discussions which would take place at its meeting on 28 February. Ms Flanagan proposed, in line with the Integration Scheme, to arrange a meeting with both partners to discuss the IJB's budget position and how best to manage it. She reminded members that the IJB was required to deliver a balanced budget.

Ms Flanagan concluded her presentation by advising that, as previously reported, the Scottish Government had begun to reclaim uncommitted COVID funding from IJBs. She also referred members to correspondence from the Scottish Government, attached to her report, and said she expected to receive indicative 2023/24 budget offers from both partners shortly.

The Chair noted the worsening financial position for 2022/23, partially due to the Council's decision to withdraw previously committed funding. He stated that when any change in funding was brought about so late in the financial year its effect was exacerbated by the fact that there was very little time for officers to identify additional savings to mitigate any shortfall.

Ms Ireland supported the suggestion of a meeting with the partners to discuss the implications of the quarter three position and how these could best be managed. She also questioned whether this funding had formed part of the Council's budget offer for 2022/23 and, if so, whether such earmarked funds could now be withdrawn.

Responding to this point, and other questions from members, Ms Flanagan explained that the pay uplift had not been part of the budget at the beginning of 2022/23; the pay settlement had been reached during the year. While the funding to support the pay uplift had always been an assumption that was included in the figures, no money had been transferred. She also confirmed that as well as the consequences for the 2022/23 budget, this decision would impact on the baseline budget for 2023/24. She said that this was an unprecedented situation which had never before happened in her time as Chief Finance Officer.

Ms Flanagan explained the process for dealing with a projected overspend, as set out in the Integration Scheme. This first involved identifying any recovery actions which might be taken and, failing that, considering whether the IJB had sufficient reserves. It was her view that the IJB did not have sufficient reserves at this time. Its earmarked reserves had been utilised during 2022/23 or were fully committed for 2023/24. The general reserve was currently sitting at £1M over the minimum recommended figure of 2%. However, given the financial pressures expected in the coming years, which had been set out in the medium term financial plan presented to the IJB in December 2022,

Ms Flanagan said she would not recommend using the reserves at this time. In addition, there was likely to be a call on some of these funds in the next financial year to meet the cost of a legislative requirement to change community alarms from analogue to digital.

Ms de Souza noted the additional pressure caused by the non-transfer of the pay uplift for social care staff. She said she could see the risk for the IJB but also a risk in the way the Council is perceived, if it decided to go ahead with this decision. She supported the proposal of a meeting, should this be the case. She added that in taking such a decision, the Council risked it being perceived as another example of local authorities not adequately supporting social care in difficult times.

The Chair welcomed Ms Flanagan's explanation of the reserves position and supported her recommendations. He noted that having a 2% reserve was a good safety net given the fragility of the position going forward. He also pointed out that using the additional money for the change in alarms would result in an improvement to that service.

Responding to a question, the Chair said it was his understanding that some other local authorities were considering adopting a similar approach to that being taken by East Lothian Council, but not all. He agreed with the point made earlier regarding funding of social care and, while there was a need to appreciate the pressures on local authority budgets, he said it was important to ensure that good quality services were not diminished.

Mr Gorman reinforced the argument for holding onto reserves, observing that there would be recurring pressures in 2023/24 and until the partners' budget offers were known, it was difficult to understand the level of risk facing the IJB.

Ms Flanagan replied to a question on the prescribing budget, confirming that NHS Lothian had received additional funding which, when allocated to IJBs, should show an improvement in the prescribing position. She also expected a further small improvement as a result of stabilisation in price and supply.

Councillor Lyn Jardine commented that the Council's budget discussions had been exceptionally difficult and the situation for all public bodies was unprecedented. Nevertheless, the Council and the IJB had a responsibility to make it work. She said that collaboration and conversations between the IJB and both partners was the way forward, and not just at budget time.

Ms Wilson noted the views of members and added that messaging and reassurance to staff was also important. Looking to the future, she was keen to produce options which would allow the IJB to continue to make good progress and do the right thing for the people of East Lothian.

The Chair drew the discussion to a close observing that finding ways of delivering services as efficiently as possible had never been more important. In the meantime he, along with other members, supported the proposal for Ms Flanagan to arrange an early meeting with the partners to discuss the financial position.

Decision

The IJB agreed to note the quarter three financial reviews undertaken by partners.

6. ELHSCP COMMISSIONING STRATEGY 2023-25

The Chief Officer had submitted a report to the IJB seeking approval of the draft ELHSCP Commissioning Strategy 2023-2025. The draft had been previously submitted to, and signed off by, the IJB Commissioning Board on 15th December 2022 and the Strategic Planning Group on 2nd February 2023.

Andrew Main presented the report. He advised that the strategy was designed to support the objectives set out in the IJB's Strategic Plan and that it had been signed off by the Strategic Planning Group with one minor amendment. He drew attention to the IIA which would be published shortly and invited members to approve the strategy and note the commissioning intentions and key market messages.

The Chair welcomed the strategy which he said fitted well with work on the NCS.

Councillor Akhtar welcomed the discussions that had taken place at the Strategic Planning Group, adding that it was good to highlight good practice. Commenting on the strategy itself, she noted the light touch approach where community organisations may not have the capacity to manage big projects. She said it would be important to keep a measured approach when working in partnership.

Ms de Souza thanked officers for a very clear report. She observed that it was often very difficult to shift spend towards early intervention and prevention. She suggested that the IJB might look at the pros and cons of early intervention and prevention and what that might look like, particularly in relation to resource and activity transfer.

The Chair agreed and said he would be happy to discuss with Ms Wilson and the Depute Chair when the IJB might have a conversation on that issue and how it related to transformation more widely.

As an example of this, Ms Tait highlighted the work underway on the Council's transformation programme for children's services and the potential impact this could have on reducing future demand for adult services.

Decision

The IJB agreed, by roll call vote, to sign off the draft ELHSCP Commissioning Strategy 2023-2025 and note the included commissioning intentions and key market messages.

7. STRATEGIC WORKFORCE PLAN 2022-25

The Chief Officer submitted a report to the IJB setting out the ELHSCP Strategic Workforce Plan 2022-2025.

Nikki Donald presented the report. She informed members that preparation of the plan had been delayed by the pandemic, however, the Scottish Government had now commented on the draft plan. She confirmed that all general managers within the partnership, the partners and third sector had been consulted in the preparation of the plan and that it had been considered by the Strategic Planning Group and the NHS Lothian workforce planning team. It was being presented to the IJB for approval prior to publication.

The Chair said that this was an important piece of work in respect of the demands being placed on staff within the HSCP.

Members raised a number of questions around recruitment and retention of staff and whether the reasons for staff leaving health and social care were fully understood. Ms Donald referred to limited reporting and the fact that staff were not currently required to give a reason. Ms Wilson said that they were focused on learning from the information gained during on exit interviews.

In response to further questions on advertising of posts, Ms Donald confirmed that all NHS posts were advertised on the NHS website and could be highlighted on social media. Lorraine Cowan provided details of videos which had been compiled to promote specific roles and which were used by the communications team to showcase different vacancies as required. Ms Cowan said that these videos had been well received and more were planned in the future. Jennifer Jarvis provided a link to the website where members could view the videos.

Ms Donald also advised that she had attended several careers events at high schools in East Lothian over the last few months. She acknowledged the importance of making young people aware that there were routes into a career other than through university, such as modern apprenticeships, and on working with schools to get this message across.

Replying to a final question about reporting progress on the action plan within the workforce plan, she confirmed that the steering group would receive updates every six weeks and a report would be brought forward to the IJB every six months.

Laura Kerr confirmed that these reports would be included in the wider performance reporting timetable being prepared for the IJB.

Decision

The IJB agreed, by roll call vote, to endorse the workforce plan to allow it to be published.

8. IJB MEMBERSHIP – NHS Lothian REAPPOINTMENTS

A report was submitted by the Chief Officer informing the IJB of NHS Lothian's decision to reappoint Fiona Ireland and Lorraine Cowan, as voting and non-voting members respectively, for a further term of office.

The Chair invited members to note the recommendations as set out in the report. He thanked Ms Ireland and Ms Cowan for their service and welcomed their ongoing commitment to the IJB.

Decision

The IJB agreed to:

- i. note the reappointment of Fiona Ireland as a voting member of the IJB; and
- ii. note the reappointment of Lorraine Cowan as a non-voting member of the IJB, in the specified role of Registered Nurse.

9. IJB AND AUDIT & RISK COMMITTEE MEETING DATES 2023/24

A report was submitted by the Chief Officer setting the dates of East Lothian Integration Joint Board (IJB) business meetings and development sessions, and meeting dates for the Audit & Risk Committee during session 2023/24.

The Clerk advised the members of one change to the report: in Appendix 1, the meeting time for the IJB on 21 September 2023 was to be changed to 1.00pm to avoid a clash with the Midlothian IJB meeting on the same date.

The Chair invited members to approve the dates set out in Appendices 1 – 3 of the report.

Decision:

The IJB agreed, by roll call vote, to:

- i. approve the dates for IJB business meetings during session 2023/24;
- ii. approve the dates for IJB development sessions during session 2023/24;
and
- iii. approve the dates for the Audit & Risk Committee meetings during session 2023/24.

Signed

Mr Peter Murray
Chair of the East Lothian Integration Joint Board