



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

THURSDAY 14 DECEMBER 2023  
VIA DIGITAL MEETINGS SYSTEM

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### **Voting Members Present:**

Councillor S Akhtar (Chair)  
Mr A Cogan  
Councillor J Findlay  
Ms E Gordon  
Ms F Ireland  
Councillor C McFarlane  
Mr P Murray

### **Non-voting Members Present:**

|               |                 |
|---------------|-----------------|
| Ms M Allan    | Mr D Binnie     |
| Dr P Conaglen | Ms S Gossner    |
| Dr J Hardman  | Mr D Hood       |
| Mr D King     | Dr C Mackintosh |
| Mr T Miller   | Ms F Wilson     |

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

|            |              |
|------------|--------------|
| Ms L Berry | Mr P Currie  |
| Ms L Kerr  | Ms W McGuire |
| Mr N Munro |              |

### **Other Attendees:**

Ms R Browne, Audit Scotland

### **Clerk:**

Ms F Currie

### **Apologies:**

Councillor L Jardine

### **Declarations of Interest:**

None

## **1. MINUTES OF THE MEETING OF THE EAST LoTHIAN IJB ON 26 OCTOBER 2023 (FOR APPROVAL)**

The minutes of the IJB meeting on 26<sup>th</sup> October were approved.

## **2. MATTERS ARISING FROM THE MINUTES OF 26 OCTOBER**

The Chair advised that the 'workshop' referred to on page 3 of the minutes would be a development session on finance matters taking place on 30<sup>th</sup> January 2024.

## **3. CHAIR'S REPORT**

The Chair informed members that it had recently been announced that there would be a delay of 3 years in the introduction of the National Care Service. Likely, this was to make budget savings but she expected further information on this decision to be made available in due course.

The Chair also reported on the following:

A conference at Queen Margaret University on cognitive development and intergenerational work, and the benefits for older people. She said she would be happy to circulate further information to members, if requested.

ELCAP AGM – this was a well-attended event highlighting a huge amount of work and recognising the important role of carers.

The Cabinet Secretary for Health had recently visited East Lothian, including the Community Hospital, and it had been an opportunity to raise issues such as population growth and funding challenges and to highlight the positive work being done at the hospital.

Peter Murray highlighted a financial memorandum which included reference to the continuation of IJBs for at least 3 years, albeit possibly in a modified form. He hoped that there would be opportunities ahead for members to help shape the future of IJBs.

## **4. MEMBERSHIP CHANGES FOR THE IJB AND THE AUDIT & RISK COMMITTEE**

A report was submitted by the Chief Officer informing the IJB of a change to its voting membership; and seeking nominations and IJB approval for a change to the membership of the Audit & Risk Committee.

The Clerk presented the report outlining the background and recommendations. She invited members to note the appointment of Councillor Findlay to the IJB as a voting member replacing Councillor Bruce. She then sought nominations for the voting member appointment to the Audit & Risk Committee. Mr Murray nominated Councillor Findlay, and this was seconded by Councillor McFarlane. No other nominations were received.

The Clerk then moved to the vote on recommendation 2.2, which was taken by roll call and approved unanimously.

Councillor Findlay said that he looked forward to being on both the IJB and Audit & Risk Committee. He knew he had a lot to learn but he looked forward to the next 3 years.

## **Decision**

The IJB agreed to:

- (i) note the appointment of Councillor Jeremy Findlay as a voting member of the IJB for the maximum term of office, replacing Councillor Lachlan Bruce; and
- (ii) approve the appointment of Councillor Findlay to the Audit & Risk Committee.

## **5. PLANNING OLDER PEOPLE'S SERVICES – UPDATE ON ENGAGEMENT AND PROCESS**

A report was submitted by the Chief Officer providing the IJB with an update on engagement and consultation activity to date and outlining the next steps.

Laura Kerr presented the report drawing attention to the recommendations and the timeline for engagement and consultation set out in the report. She explained the outcomes to date and the next steps in the process.

Mr Murray noted the considerable effort which had gone into this work and in providing as broad access as possible to the consultation.

Ms Kerr responded to questions from Councillor Findlay and David Binnie. She explained how responses were categorised into themes and the criteria for adding items to the long list. She acknowledged that palliative care and end of life care was an area in which the IJB did not perform as well as other areas and this was something which people were concerned about. A report on this issue was due to be presented to the Project Board at the end of January 2024. Ms Kerr also agreed to ask colleagues to coordinate arrangements for a development session on this issue. The Chair agreed that this should be an action point and that the session should include discussion on any proposals for future action.

Dr John Hardman supported Mr Binnie's request for a development session.

Councillor McFarlane thanked officers for the update and noted the important contribution which older people made to society, particularly in their role as unpaid adult and child carers. She agreed that palliative and end of life care should be as good as it possibly could be, and she said that people were keen to see this work progress.

## **Decision**

The IJB agreed to:

- (i) Note the content of the report;
- (ii) Acknowledge and agree that sufficient engagement has been undertaken and details gathered to inform the next stage of the Planning Older People's Services project; and
- (iii) Note that a similar update report was presented to the Strategic Planning Group on 23<sup>rd</sup> November 2023.

## **6. TRANSFER OF HOSTED SERVICES TO EAST LoTHIAN HSCP**

A report was submitted by the Chief Officer informing the IJB of the transfer of hosted services to East Lothian Health & Social Care Partnership (HSCP) from Edinburgh HSCP.

Paul Currie presented the report outlining the background and recommendations. He advised that there was an updated list of services affected and a revised report would be circulated after the meeting. He summarised these amendments and provided an explanation of what was meant by hosted services. He also drew members' attention to the background of the report which set out the reasoning behind the decision to transfer these services. He outlined performance management and reporting arrangements and confirmed that there were no policy implications resulting from the proposals in this report.

Mr Currie and Fiona Wilson responded to questions from members providing further detail of the line management arrangements, the long-term expectations for services, the opportunities for the East Lothian HSCP to influence the future design of services, and the number of staff transferring as part of the proposals. Ms Wilson also confirmed that there would be no negative impact on the finances or priorities of the East Lothian IJB. She advised that the transfer would be complete by March 2024 and she would bring an update to the IJB at a future date.

Members acknowledged the potential benefits and opportunities presented by this arrangement and were generally supportive of the proposals.

### **Decision**

The IJB agreed to:

- (i) Note the pressures facing Edinburgh HSCP and NHS Lothian's intention to reduce these pressures and to improve Edinburgh's performance through a whole-system response from the other Lothian HSCPs.
- (ii) Note the transfer of responsibility from Edinburgh HSCP to East Lothian HSCP for the management and performance management of four hosted services based in Edinburgh:
  - Inpatient and outpatient specialist rehabilitation services in the Astley Ainslie Hospital, for amputee and neuro-rehabilitation injury.
  - The Cardiac Rehabilitation Service in the AAH.
  - The inpatient and outpatient specialist acquired brain injury rehabilitation service at the Robert Fergusson Unit, in the Royal Edinburgh Hospital.
  - The specialist sexual health service in the Chalmers Centre.
- (iii) Note that line management for senior staff in the listed services would also transfer to East Lothian HSCP.
- (iv) Note that it was intended to complete full transfer of services to East Lothian HSCP by March 2024, with transitional management arrangements in place in the run-up to this date.

## **7. MEDICAL ADAPTATIONS IN THE PRIVATE SECTOR**

A report was submitted by the Head of Housing at East Lothian Council updating the IJB on the risks and ongoing challenges associated with the delivery of adaptations; and the risk-based approach and actions being taken to inform and safeguard critical issues. The report also invited the IJB to note the actions being taken to keep residents informed.

Wendy McGuire presented a detailed summary of the report including updates to the information contained in sections 3.6 and 8.1. She outlined the benefits of adaptations in supporting people to remain in their homes and allow for early discharge from hospital. Adaptations were split into three categories, but this report focused on major adaptations. She explained some of the legislative context and duties, and the impact of recent changes in legislation around financial assistance. She referred to the Council's service level agreement with Care and Repair to facilitate work on adaptations and the funding arrangements for this area of work. She confirmed the total projected spend to the year-end which included an overspend, although there was some flexibility due to a vacant post. Demand for this service remained high and Ms McGuire outlined the risk-based approach used to prioritise cases and the potential impact of delays on individuals and other services and budgets. For the future, she recommended that the IJB support a proposal to carry out a Best Value review of this service.

Ms Wilson expressed concern that the budget had been overspent as it was her understanding that it was capped. However, she acknowledged the challenges facing the service and the need to prioritise. She also raised the question of procurement and whether the service provided by Care & Repair should be put out to tender.

Ms McGuire suggested that procurement arrangements might form part of any jointly led Best Value review. She highlighted the difficulty of working within a capped budget when the service was demand led and there were potentially significant impacts of not carrying out the work.

Lesley Berry explained that a committee was in place to look at the clinical needs of each case. She said that there was some third sector funding available but that it was important to acknowledge that it was not just about what a person might need but also what might be possible in their property. It was important to be practical when considering what needed to be done for an individual and whether staying in their own home continued to be the best option.

Maureen Allan said that income maximisation was a key issue and she offered to discuss this issue with Ms McGuire following the meeting.

Ms McGuire responded to questions from Councillor McFarlane and Elizabeth Gordon. She agreed that the increase in the older population in East Lothian meant that the type of appropriate housing stock was changing, and the Council regularly reviewed its void stock to consider whether properties were appropriate for adaptation. The Local Housing Strategy would include an older person's needs assessment and the next Local Development Plan would also include a focus on accessible housing. She confirmed that any equipment which might be reused, e.g., hoists, would come back to the social work department rather than Housing. She also advised that reinforcement work was being done in properties to support the use of hoists, etc.

David King commented on the financial arrangements and the need to work together in terms of integration. He also acknowledged the important point that money spent in one place could create benefits in another.

The Chair highlighted the next steps set out in 3.9 and proposed that this section be added as a recommendation in the report.

Ms Wilson gave assurance that the committee was already taking a multidisciplinary approach to assessing cases and getting the best outcomes for individuals. Care and Repair would also be exploring all avenues in terms of options and funding. Ms McGuire supported this view and the need to be mindful of the impact which delays could have on individuals' health.

Fiona Ireland suggested that the discussion was straying into operational matters, and it was not appropriate for the IJB to debate this issue before it had been considered by the Strategic Planning Group. Furthermore, she was of the view that it was not appropriate for the IJB to consider recommendation 2.4 in the report. Both Andrew Cogan and Mr Murray agreed with this view.

In response to a question from the Chair, Ms McGuire said she had no objection to the matters in recommendation 2.4 and section 3.9 being referred for discussion by the SPG, and that this would not prevent essential work continuing in the meantime.

Ms Ireland proposed that recommendation 2.4 be removed and this was seconded by Councillor Findlay. A vote was taken by roll call and the proposal was approved unanimously. The IJB then agreed to note the remaining recommendations.

## **Decision**

The IJB agreed to:

- (i) Note the ongoing challenges as a result of the budget being committed for the remainder of the financial year;
- (ii) Note the legal position and responsibility of where adaptations sit; and
- (iii) Note the updated position and actions being taken to keep residents informed.

## **8. FINANCIAL UPDATE – Q2 REVIEW 2023/24**

A report was submitted by the Interim Chief Finance Officer discussing the output from the Quarter 2 financial reviews by the IJB's partners and a review of the IJB's Reserves.

Mr King presented the report. He advised members that the financial position remained challenging and that recovery plans were ongoing. He highlighted the difficulties around forecasting the social care year-end position due to an underlying financial pressure. In the meantime, additional funds had been made available within NHS Lothian to support the prescribing position and the Set Aside position also remained challenging. He also reported on the IJB's reserves position and how some of this money was being used to support ongoing financial challenges.

Mr King responded to questions from the Chair. He confirmed that it would be general reserves which would be used to ease financial pressures or to support longer term plans. However, earmarked reserves, given the inflationary pressures within the system, may no longer be sufficient to cover the costs of their specific projects. He also commented on the Scottish Government model to allocate funding and, while he was not aware of any plans to review this model, he acknowledged that this might be beneficial because of recent population increases. The Chair said that she would pick this up with Mr King following the meeting.

Replying to a question from Mr Cogan, Mr King said he did not think that the 2023/24 year end position would get worse but if there were areas of expenditure in the system underpinned by non-recurring funding, this may cause pressures in the following financial year. He hoped to be able to provide further details on these issues in due course.

### **Decision**

The IJB agreed to:

- (i) Note the output from the Q2 financial reviews; and
- (ii) Note the projected position for the IJB's Reserves.

## **9. FINANCIAL PLAN 2024/25 TO 2028/29**

A report was submitted by the Interim Chief Finance Officer laying out an initial projection of the financial pressures facing the IJB over the next five years.

Mr King presented the report. He confirmed that the proposed workshop on financial matters would take place on 30<sup>th</sup> January, and not the 25<sup>th</sup> as previously indicated. He then turned to the financial plan, referring to the Scottish Government budget setting process and the subsequent indicative offers provided to the IJB by its partners. He reminded members that the IJB was required to set a balanced budget. He referred to some of the ongoing inflationary pressures for the partners, such as pay awards, and other pressures within the system and how these might impact on the IJB's medium term financial plan. He advised that the forecasts would be refined following the indicative budget offers provided by the partners in January, but the position would remain very challenging and further recovery plans would be required.

In response to questions from the Chair and Mr Cogan, Mr King advised that the work on Set Aside budgets would be a longer-term project but he expected to have indicative figures for core budgets from both partners by the time of the workshop on 30<sup>th</sup> January.

Mr Binnie said he would like to have a better understanding of the statutory and legal position regarding funding and asked if it would be possible to include this in the workshop. Mr King agreed that this was important and should form part of the discussions.

The Chair moved to the vote on the recommendations, which was taken by roll call and approved unanimously.

### **Decision**

The IJB agreed:

- (i) To note the financial forecast;
- (ii) To note the further development work required; and
- (iii) To use the IJB's workshop on 30<sup>th</sup> January 2024 to discuss a range of proposals to bring the IJB's projected expenditure back into line with its forecast income.

## **10. IJB AUDITED ANNUAL ACCOUNTS FOR 2022/23**

A report was submitted by the Interim Chief Finance Officer presenting the IJB's annual accounts for 2022/23...

Mr King presented the report. He drew members' attention to the review undertaken by Audit Scotland who had reported their findings to the IJB's Audit & Risk Committee on the 5<sup>th</sup> December. The Committee had accepted the recommendations sets out in the auditors' report and were recommending to the IJB that the accounts be approved.

Ms Ireland, as Chair of the Audit & Risk Committee, confirmed that the accounts had been considered at the recent meeting, having previously been reviewed by the Committee prior to being audited. The Committee had agreed to recommend that the IJB approve the annual accounts.

The Chair thanked officers for their work on the accounts and noted that the auditor's report highlighted that the IJB was performing above the Scottish average in most of the national integration indicators. The Chair moved to the vote on the recommendations, which was taken by roll call and approved unanimously.

**Decision**

The IJB agreed to:

- (i) Note the IJB's Audited Annual Accounts for 2022/23.
- (ii) Note the External Auditor Annual report for East Lothian IJB for 2022/23.
- (iii) Note the recommendations of the IJB's Audit & Risk Committee; and
- (iv) Approve the IJB's Annual Accounts for 2022/23.

The Chair informed members that this was Mr Murray's last meeting as a member of the IJB. She thanked him for all the support and learning over the years and his contributions at meetings. On behalf of the IJB, she offered him best wishes for the future.

Mr Murray thanked the Chair for her good wishes and thanked all members of the IJB for their support and help. He also gave special thanks to Laura Kerr, Paul Currie previous Chief Officers David Small and Alison MacDonald, current Chief Officer Fiona Wilson, and Fiona Ireland.

Signed .....

Councillor Shamin Akhtar  
Chair of the East Lothian Integration Joint Board