



MINUTES OF THE MEETING OF THE EAST LOTHIAN INTEGRATION JOINT BOARD

THURSDAY 22 FEBRUARY 2024
VIA DIGITAL MEETINGS SYSTEM

Voting Members Present:

Councillor S Akhtar (Chair)
Mr A Cogan
Councillor J Findlay
Mr G Gordon*
Ms F Ireland
Councillor L Jardine
Mr P Knight*
Councillor C McFarlane

Non-voting Members Present:

Mr D Binnie	Ms L Byrne
Dr P Conaglen	Ms S Gossner
Dr J Hardman	Mr D Hood
Mr D King	Ms C McDonald
Ms M McNeill	Mr T Miller
Ms F Wilson	

Present from NHS Lothian/East Lothian Council:

Mr P Currie	Ms L Kerr
Ms I Nisbet	

Clerk:

Ms F Currie

Apologies:

Ms E Gordon (*substitute)
Dr P Cantley (*substitute)
Ms M Allan

Declarations of Interest:

Item 4 – Andrew Cogan declared an interest in this item as he was nominated for the role of Vice Chair. He agreed to leave the meeting during this item.

Item 5 – David Binnie declared an interest in this item as he was nominated for re-appointment. He agreed to leave the meeting during this item.

1. MINUTES OF THE MEETING OF THE EAST LoTHIAN IJB ON 14 DECEMBER 2023 (FOR APPROVAL)

The minutes of the IJB meeting on 14 December were approved.

2. MATTERS ARISING FROM THE MINUTES OF 14 December

The following matters arising were discussed:

Item 6 (page 4) – The Chair asked for a progress report on the transfer of hosted services to East Lothian HSCP and the transitional management arrangements. Fiona Wilson confirmed that work was ongoing, and that the NHS Lothian board had agreed the arrangements for the transition of staff in time for the handover of services in March 2024.

Item 7 (page 6) – Councillor Jardine asked if there had been any response to the decision by the Council, as part of its 2024/25 budget-setting, to reduce funding to the Adaptations budget. Ms Wilson said she was aware of this decision and that a meeting had been arranged with Council officers to discuss the impact of this change.

3. CHAIR'S REPORT

The Chair reported on the following items:

Audit Scotland Report on the NHS in Scotland – she commended this report to members and offered to circulate further details to those who would be interested.

NHS Lothian Board discussed the recent announcement by the Scottish Government that there would be no support for capital projects for the next two years.

Local Economic Development Strategy – the Chair had recently attended a workshop on the draft strategy and had had the opportunity to highlight the work of the IJB and the challenges facing health and social care services across the county.

East Lothian Council budget for 2024/25 – the Chair confirmed that the Council had agreed to the transfer of funds to fully support the cost of the 2023/24 pay award. She offered to provide further details on a one-to-one basis if any member would find this helpful.

Sederunt: Andrew Cogan left the meeting during consideration of Item 4.

4. APPOINTMENT OF A NEW VICE CHAIR AND CHANGE TO VOTING MEMBERSHIP

A report was submitted by the Chief Officer seeking agreement from the Integration Joint Board (IJB) for the appointment of a new Vice Chair, and to note a change to the NHS Lothian voting membership.

Ms Wilson presented the report outlining the background and recommendations. In response to a question from Councillor Findlay, she confirmed that the relevant nominating bodies for IJB voting members were NHS Lothian and East Lothian Council.

Councillor Jardine and the Chair commended both appointments.

A vote was taken via roll call and the recommendations were approved unanimously.

Decision

The IJB agreed to:

- (i) approve the appointment of Andrew Cogan as the new Vice Chair of the IJB until 31 March 2025; and
- (ii) note the appointment of Dr Patricia Cantley, replacing Peter Murray, as a voting member of the IJB representing NHS Lothian.

Sederunt: Mr Cogan re-joined the meeting. David Binnie left the meeting during consideration of Item 5.

5. APPOINTMENT OF A CARERS' REPRESENTATIVE TO THE IJB

A report was submitted by the Chief Officer asking the IJB to agree the appointment of a non-voting member to act as a carer representative.

Paul Currie presented the report outlining the background and appointment process. He advised members that David Binnie had been recommended for re-appointment for a maximum term of 3 years.

Councillor McFarlane welcomed Mr Binnie's recommendation for re-appointment observing that he had made a very positive contribution in the role to date.

The Chair agreed that Mr Binnie had made a very valuable contribution to the IJB. She added that his re-appointment would allow the IJB to continue to benefit from his experience and for carers to maintain a strong voice on the IJB.

A vote was taken via roll call and the recommendation was approved unanimously.

Decision

The IJB agreed:

- i. To the reappointment of David Binnie to represent carers.
- ii. That Mr Binnie's term of office should be three years.

Sederunt: Due to technical issues, Mr Binnie was unable to re-join the meeting.

6. IJB AND AUDIT & RISK COMMITTEE MEETING DATES FOR 2024/25

A report was submitted by the Chief Officer proposing the dates of East Lothian Integration Joint Board (IJB) business meetings and development sessions, and meeting dates for the Audit & Risk Committee during session 2024/25.

The Clerk presented the report drawing members' attention to the proposed dates and confirming that efforts had been made to avoid clashes with meeting dates for the NHS Lothian board and committees, and neighbouring IJBs.

A vote was taken via roll call and the recommendations were approved unanimously.

Decision

The IJB agreed to:

- i. approve the dates for IJB business meetings during session 2024/25.
- ii. approve the dates for IJB development sessions during session 2024/25; and
- iii. approve the dates for the Audit & Risk Committee meetings during session 2024/25.

7. FINANCIAL UPDATE – 2023/24 POSITION AND 2024/25 BUDGET-SETTING

A report was submitted by the Interim Chief Finance Officer providing an update to the two financial papers presented to the IJB at its December 2023 meeting, looking at the steps toward setting the 2024/25 budget for the IJB, and reflecting on the IJB's workshop of 30th January 2024.

David King provided a detailed summary of the report. He highlighted that the financial position remained challenging, and that work was underway to set a balanced budget for 2024/25. He also drew members' attention to the latest forecast outturn position for 2023/24 and indicated that further discussions would be required with the IJB's partners, if agreed recovery plans were not able to deliver a break-even position at the end of this financial year. He reported on the IJB's reserves position and the plans for spending from earmarked reserves within the current financial year. He expected around £4M to be spent, leaving £1M to be carried forward to 2024/25. He also provided definitions of the acronyms used within his report and reminded members that a further development session on financial matters would take place directly following this meeting.

Mr King responded to questions from Councillor Jardine explaining the differences between the budget-setting and year end reconciliation [process for NHS Lothian and East Lothian Council, and the implications these had for the IJB's own financial planning and budget-setting arrangements. He also confirmed that efficiency measures had been drawn up early in the financial year and continued to be refined and added to during the year to address the ongoing budget shortfall. He added these there would be further discussion and examination of these plans and process during the development session which would directly follow this meeting.

Replying questions from the Chair, Mr King and Ms Wilson provided an explanation of what was meant by Set Aside services and gave examples of services which had helped to shift the delivery of care from central to local settings. Mr King also confirmed that he expected the spend on earmarked Reserves to be in the region of £4M by the end of 2023/24 but that would continue to be closely monitored.

The Chair said it was important to understand where the challenges lie and to closely monitor those funds that were committed to ensure that any money not spent could be put back into the IJB's Reserves.

Decision

The IJB agreed to:

- i. Note the updated 2023/24 out-turn forecast.
- ii. Note the updated 2024/25 financial forecast.
- iii. Note the recovery plan work to date; and
- iv. Note the timetable for setting the 2024/25 budget.

Signed

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Councillor Shamin Akhtar
Chair of the East Lothian Integration Joint Board