



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

**THURSDAY 27 JUNE 2024
VIA DIGITAL MEETINGS SYSTEM**

Voting Members Present:

Councillor S Akhtar (Chair)
Mr J Blazeby
Dr P Cantley
Mr A Cogan
Councillor J Findlay
Councillor N Gilbert (sub for Councillor L Jardine)
Ms E Gordon
Councillor C McFarlane

Non-voting Members Present:

Mr D Binnie	Ms L Byrne
Dr J Hardman	Mr D Hood
Dr K Kasengele	Ms C McDonald
Ms M McNeill	Mr T Miller
Ms F Wilson	

Present from NHS Lothian/East Lothian Council:

Ms H Anderson	Ms L Berry
Ms A Goodfellow	Ms C Goodwin
Ms C Johnston	Ms L Kerr
Mr C King	Mr A Main
Ms I Nisbet	

Clerk:

Mr N Munro
(minutes prepared by Mrs L Gillie)

Apologies:

Ms M Allan	Councillor L Jardine
Ms S Gossner	Dr C Mackintosh
Mr D King	

Declarations of Interest:

None

1. MINUTES OF THE MEETINGS OF THE EAST LoTHIAN IJB ON 23 MAY 2024 (FOR APPROVAL)

John Hardman pointed out that he along with Jamie McGowan and Guy Whitehead had been present at the meeting but were not noted on the minutes. Mr Binnie highlighted that had him noted as being present, but he wasn't. The Chair stated amendments would be made.

The minutes of the IJB meetings on 23 May were approved.

2. MATTERS ARISING FROM THE MINUTES OF 23 MAY

The following matters arising from the minutes on 23 May were discussed:

Item 2 (page 2) – Thomas Miller informed members he had received the details of costs and queried when the update would be provided on the decision made on 28 March. Laura Kerr said she would check as she thought that this had been sent out. The Chair added that this would be sent out to all IJB members.

Item 3 (page 2) – The Chair said that she was keen to keep the Scottish Women's Budget Group and intergenerational network on the agenda.

Item 5 (page 3) – The Chair said she did not want to lose sight of inviting Mr Clater and Mr Bonner to future development sessions.

Item 6 (page 4) – The Chair asked when the information on workplace requirements would be available. Ms Kerr responded by explaining that this was a bigger piece of work, and it was ongoing.

Item 8 (page 5) – The Chair asked if there had been feedback about the progress of the re design of care home services. Ms Kerr replied that once the first reports had gone to the Change Board they would report back to the IJB.

Item 8 (page 6) – The Chair stated that she was keen to not lose sight of the expected budget availability for the third sector associated costs.

Item 10 (page 7) – Jonathan Blazeby said he would like to have regular reporting on monthly performance on the agenda. Fiona Wilson said she would follow this up and see what was possible. She continued by saying that they would want to bring something to IJB in August.

Claire McDonald highlighted that she was present at the meeting but that her name was missing from the minutes.

3. CHAIR'S REPORT

The Chair provided a report to members on a recent event held at the dementia meeting centres. She highlighted that representatives from all sectors had come together to look at how best to support and develop the centres. She also commented that it was a successful event, and it gave service users the opportunity to speak for themselves.

The Chair also mentioned the Carers of East Lothian week and congratulated the staff who had been involved in organising this successful week.

4. A STRENGTHENED APPROACH TO PREVENTION ACROSS THE LOTHIAN HEALTH AND CARE SYSTEM

A report was submitted by the Chief Officer.

Ashley Goodfellow presented the report providing background and highlighting the purpose of the paper as being to set out a strengthened and more consistent approach to prevention across the health and social care system. Ms Goodfellow stated that they want to protect population health now and in the future, and that they are keen that inequalities do not widen due to the financial pressures.

She continued by saying that they have tried to identify the best areas for investment where impact would be expected in both the shorter and longer term. Three main priority areas have been identified as 1, social determinants of health - 2, maternal, children and young people's health – 3, tackling modifiable disease risk factors. Ms Goodfellow continued by saying that they were looking for endorsement from the IJB on the seven recommendations that have been made in the main paper.

Ms Goodfellow informed members that the NHS Lothian Board approved the paper in April 2024 and commented on an equality and children's right impact assessment workshop which is taking place. She concluded by advising that they are hoping to have a high-level prevention plan ready to take to board in July.

In response to questions from Marilyn McNeill Ms Goodfellow stated that physical activity would be included in terms of modifiable disease risk factors and that they must work in partnership with local authorities and others. Ms Goodfellow advised that each community planning board must engage with the community and develop locality plans at locality levels. She highlighted the value of community planning as being tackling community issues together.

Ms McNeill also asked if a development session on Area Partnerships would be useful for mutual learning and Ms Kerr responded that she was comfortable that health and wellbeing groups are able to feed into the IJB.

The Chair explained to members the background to funding for schools in relation to the Attainment Challenge Fund and the decision of the Council to withdraw the funding.

In response to a question from Andrew Colgan Ms Goodfellow advised that there are community planning partnerships in each local authority area, and each must have a local outcome improvement plan (LOIP). Part of the LOIP is that they must engage with the community. She explained the value of community planning as being able to tackle issues that a single agency could not tackle on their own. Ms Goodfellow confirmed for members that IJB representatives sit on all the community planning boards.

Claire Goodwin commented on how useful the piece of work will be as a source of information for upcoming work.

Ms Goodfellow responded to a query from Johnathon Blazeby by stating that all health boards are linked into the national strategy and that she does not think the priorities will have changed. She also informed members of the Public Health Action teams who are working to ensure they are all identifying and working to the same priorities.

In response to questions from the Chair Ms Goodfellow advised that a high-level plan will come first but that the fourth point in the five-point prevention plan is how we support local. This will look at local need and innovation in an area. Ms Goodfellow further advised that they need to carry out some baselining on investment plans to see what is being spent on prevention and how this could be tracked. She also provided detail on the work being done around type 2 diabetes. She concluded by saying that single point of access had not been running long enough to be evaluated but that she felt this was going in the right direction.

The Chair welcomed Dr Kalonde Kasengele to the meeting.

Ms Goodfellow responded to a question from Mr Blazeby by saying that they need to look at what the short term measures are to make sure they are on the right track. She continued by saying that they need to think about how to measure in the long, medium and short term.

Dr Kasengele commented that it was useful to know what the baseline is and to see year on year improvement in prevention. He further commented that evaluation will allow it to be seen if improvement in one area is leading to increasing inequalities.

The Chair thanked Ms Goodfellow for the paper.

Decision

The IJB agreed to:

- i. Note the content of the report.
- ii. Endorse the recommendations set out in section 7 of Appendix 1.

5. IJB DIRECTIONS FOR 2024-25

A report was submitted by the Chief Officer.

Claire Goodwin presented the report and advised that the purpose of the report was to present recommendations in relation to directions for the current year and to seek IJB approval. She informed members that the first appendix covers the core directions which reflect the Scottish Government guidance. Appendix two describes specific directions relating to specific activity or development or to IJB decisions. The last point highlighted by Ms Goodwin was that once the directions were approved by the IJB they would be sent to each of the delivery partners.

Ms Goodwin responded to questions from members by advising that every IJB does directions slightly different and that the approach had been adjusted over a number of years versus Scottish Government guidance and this determines the approach to directions. Ms Goodwin further advised that in terms of helping effect for governance technically there should be a reporting loop. She also stated that core directions are the response to being required to have a direction that covers all delegated services and specific directions are much easier to monitor delivery and hold partners accountable.

The Chair commented that she thought a refresher on directions would be helpful. Ms Wilson added that they have an annual refresher on some of the basics and queried whether directions could be included in this.

In response to a question from Councillor McFarlane about palliative care Ms Wilson replied by saying that they measure the last six months of peoples live and that it is something that they could do better. John Hardman added that in general they can make arrangements when they need to but that there is a change in the way services are being provisioned and this needs to be managed carefully.

Ms Goodwin replied to questions from Councillor Findlay by explaining that the direction being retired is part of the move to have less vague directions. She continued by saying that if there is a specific discussion, activity or agreement by the IJB a more specific direction will be issued. Ms Goodwin further stated that a new direction on the Abbey Care Home would be issued by the IJB when they were at a point when more specific instruction could be given.

Ms Wilson added the background around directions for both the Edington and Abbey sites. She also stated that they are working closely with their partners and that they would want to influence the future of these sites. Ms Goodwin added that any directions issued are issued by the IJB.

The Chair questioned if the GP practice at Eddington still sits with NHS Lothian. Ms Wilson confirmed and said that they have representation on the groups.

Decision

The IJB agreed to:

- 1.1 Approve the 2024-25 East Lothian IJB Directions contained at Appendices 1 and 2.
- 1.2 Approve the issuing of directions in relation to delivery of the East Lothian Health and Social Care Partnership (HSCP) Workforce Plan and in relation to closure of the Belhaven Hospital site.
- 1.3 Note that active consideration should continue to be given to the introduction of additional directions as and when required, and that these should be developed in line with the IJB Directions Policy.

6. IJB ANNUAL PERFORMANCE REPORT 2023-25

A report was submitted by the Chief Officer.

Claire Goodwin presented the report and advised that the purpose was to present the IJB annual performance report for 2023-24 and to describe performance in relation to planning and carrying out of integrated functions during the 2023-24 financial year.

Ms Goodwin continued by stating that the report describes progress in relation to the key activities and includes data and case studies. She informed members that a final version will be circulated, published and shared with key stakeholders by the end of July and presented at PPRC Committee after summer recess.

Elizabeth Gordon thanked Ms Goodwin for the report and commended the work particularly relating to delayed discharges.

Mr Blazeby noted an error in the report on page 7 and thanked Ms Goodwin and her team for the report. Other members agreed that the work in the report was impressive and that it had highlighted the work of the Health and Social Care Partnership and the IJB.

The Chair commented that the public should be aware of the layers behind the scenes of how people are being kept out of hospital. She questioned how this information could be communicated to the public and recognised that it was social work as well as social care. The Chair also commended Ms Goodwin for the work.

Decision

The IJB agreed the report.

7. IJB STRATEGIC PLAN

A report was submitted by the Chief Officer.

Claire Goodwin presented the report and advised that the purpose was to present a summary of the annual delivery plan for the current year. She further advised that this was a summary version and that a full version of the report had been brought to the SPG.

Ms Goodwin informed members that the plan describes planned activity related to each of the IJBs seven strategic objectives. She stated that the is a working document and that it continues to evolve. She concluded by saying that a six-month progress report will be brought to the IJB.

The Chair stated that the plan was self-explanatory of the delivery program and that there would be outcomes of these actions seen in the autumn.

Decision

The IJB agreed to:

- i. Note the development of the 2024/25 Annual Delivery Plan outlining planned activity across East Lothian Health and Social Care Partnership (ELHSCP) services to support delivery of the IJB's strategic objectives as detailed in its 2022-2025 Strategic Plan.
- ii. Note that a 6-month progress report, covering the period from 1 April to 30 September, will be presented to a future meeting of the IJB.

8. ANNUAL ACCOUNTS 2023-24

A report was submitted by the Interim Chief Finance Officer.

Fiona Wilson presented the report on the draft unaudited annual accounts for 2023-24. Ms Wilson advised that the IJB is governed by the same statutory regulations as local authorities and must prepare a set of annual accounts. Ms Wilson further advised that the background was included in the paper. The annual accounts will be audited and a final set prepared reflecting comments from the auditors will be brought to IJB for approval.

Ms Wilson asked members to approve the set of draft accounts for publication before the end of June.

In response to questions from members about the positive tone of the report Ms Wilson advised that they have had and are going to have challenges and that the points being raised about tone were important in the current climate. Ms Goodwin added that the annual performance report describes activity throughout the year but does not do analysis of it. She continued by stating it was about getting the balance right between positivity and realism and highlighting the challenges.

Mr Blazeby asked if including the rejection of the original budget offer from East Lothian Council was necessary and Ms Wilson replied by stating that it was a fact-based comment and that it recognised some of the challenges that they have had to manage.

Members asked if it was felt necessary to include information to reflect the financial pressures and the impact that it could have on service delivery to set the scene for next year. Ms Wilson replied by saying that these were helpful comments that she would pass onto David King.

The Chair stated that she would pick up other issues with Ms Wilson offline. The Chair also asked if it was possible to get some advice on the language used in order to make this more user friendly. She also asked if there was a deadline for comments and Ms Wilson replied by saying it was the end of June.

Decision

The IJB agreed to:

- i. Consider the attached draft annual accounts.
- ii. Approve this draft for publication before the end of June.

9. PLANNING OLDER PEOPLE'S SERVICES

A report was submitted by the Chief Officer.

Andrew Main presented the report and advised that the paper was for members information. He further advised that the paper was a brief update to inform the IJB of the review of the project timeline. Mr Main highlighted the moving of the twelve week public consultation and the impact of this on the final report.

Mr Main said that the reasons for the need for a review included senior managers time being focused on other activities (such as financial planning), the summer holidays and to a lesser extent activity around the general election. He informed members that he has been asked to bring a brief update to the IJB to keep them informed. He concluded by commenting that feedback received from stakeholders and communities had to date been positive.

In response to a query from the Chair Ms Kerr confirmed that the final report will come to the IJB and that all IJB members will be able to see it. She also advised that they could consider holding an extended SPG.

Ms Wilson responded to a question from Ms McNeill by stating that they are liaising with the partners and that part of the partner's responsibility is to engage with local

communities on the future of the sites. Ms Wilson also advised that they would like to influence this. Ms Kerr added that community stakeholders would be involved in the discussions and the process was in place.

Replying to a query from Mr Blazeby Mr Main advised that consulting with communities and stakeholders and having full engagement plays a large part in the extended timescale. He also mentioned the COVID pandemic and financial circumstances as other factors. Mr Main stated that they are taking their time to deliver something with longevity that will address the demographic changes.

The Chair informed members that there are a series of papers that have been presented which would provide a proper overview. Mr Main added that the paper included footnotes and hyperlinks which would take the reader back to previous pieces of work.

The Chair thanked Mr Main and commented that the timescales were helpful.

Decision

The IJB agreed to note the recommendations.

10. IJB PUBLICATION SCHEME

A report was submitted by the Chief Officer.

Neil Munro presented the report and advised that the publication scheme is a guide to the information which is published on the website which is available to all. Whilst carrying out the update the external auditors carried out an audit on it and provided feedback. Mr Munro explained the process as approval from IJB being required before the guide is sent to the Scottish Information Commissioner to be approved and registered.

Mr Munro requested that members approve the guide.

In response to a query from The Chair Mr Munro confirmed that they have the required internal capacity to meet the expectations of the Information Commissioner.

Decision

The IJB approved the IJB Publication Scheme (Guide to Information through the Model Publication Scheme 2024).

Signed

Councillor Shamin Akhtar
Chair of the East Lothian Integration Joint Board