

# Item 4.1 Minutes

## Edinburgh Integration Joint Board

**9:30 am, Friday 26 January 2018**

Dean of Guild Court Room, City Chambers, Edinburgh

**Present:**

**Board Members:**

Councillor Ricky Henderson (Chair), Carolyn Hirst (Vice Chair), Michael Ash, Carl Bickler, Colin Briggs, Wanda Fairgrieve, Christine Farquhar, Councillor Derek Howie, Ian McKay, Michelle Miller, Moira Pringle, Councillor Alasdair Rankin, Ella Simpson, Councillor Susan Webber, Richard Williams and Pat Wynne.

**Officers:** Lesley Birrell, Wendy Dale, Ann Duff, Jamie Macrae.

**Apologies:** Colin Beck, Sandra Blake, Andrew Coull, Alistair Gaw, Kirsten Hey and Councillor Melanie Main.

### 1. **Dr Richard Williams**

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The Chair recorded thanks to Dr Richard Williams for his commitment and valuable input and contribution to the work of the Joint Board since its inception and wished him well for the future.

### 2. **Minutes**

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#### **Decision**

To approve the minute of the Joint Board of 15 December 2017 as a correct record.

### 3. **Sub-Group Minutes**

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Updates were given on Sub-Group and Committee activity.

#### **Decision**

- 1) To note the minute of meeting of the Professional Advisory Group of 28 December 2017.
- 2) To note the minute of meeting of the Performance and Quality Sub-Group of 29 November 2017.
- 3) To note the minute of meeting of the Strategic Planning Group of 1 December 2017.

- 4) To amend item 1, decision 2) of the minute of the meeting of the Strategic Planning Group of 12 January 2018 to clarify that night time payments related to paid carers and not unpaid carers; to otherwise note the minute of meeting.

#### 4. Rolling Actions Log

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The Rolling Actions Log for 26 January 2018 was presented.

In response to a question from Councillor Webber regarding an update on the Winter Plan 2017-2018, members were advised that a report detailing full monitoring information on the performance, evaluation and lessons learned would be submitted to a future meeting of the Joint Board.

##### Decision

- 1) To agree to close Action 1 – Communications and Engagement Strategy 2016-2019.
- 2) To agree to close Action 14 – Recruitment of Citizen Members.
- 3) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log 26 January 2018, submitted)

#### 5. Outline Strategic Commissioning Plans for Learning Disability, Mental Health and Older People

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The draft Outline Strategic Commissioning Plans for learning disabilities, mental health and older people were presented. The Plans outlined the headline issues and proposed strategic direction in each area and the key actions to be taken to address these. Covered within all the Plans were prevention, different levels of care for different levels of need, community services and bed-based services. Included were some propositions based on capacity and demand modelling.

The Strategic Planning Group had considered the draft plans at their meeting on 12 January 2018 and, whilst endorsing the content and direction of travel in the plans, requested an opportunity to bring all of the work back for the Joint Board to consider in the round. This would allow for outline financial frameworks to be developed in respect of each of the plans to highlight choices that needed to be made about the use of resources going forward.

##### Decision

- 1) To note that the draft outline strategic commissioning plans for learning disabilities, mental health and older people had been considered by the Strategic Planning Group on 12 January 2018.
- 2) To note that the Strategic Planning Group recognised that good progress had been made in the development of the plans and agreed that these could be used as working documents for sharing with stakeholders. The Strategic Planning Group noted that the drafts were in different formats and that aligning these along with the forthcoming outline strategic commissioning plans for primary care and physical disabilities as well as consideration of the cross-cutting themes was required.

- 3) To approve the summaries of the outline strategic plans for learning disabilities, mental health and older people as set out in Appendices 1, 2 and 3 as the means of communicating progress to date and action plans for the next 12 months.
- 4) To agree to use the Joint Board development session scheduled for 27 April 2018 to provide members with the opportunity to consider the draft final outline strategic plans, including cross cutting themes, in detail prior to approval at a future formal meeting of the Joint Board.
- 5) To agree to extend funding to EVOC and Scottish Care to support the development and implementation of the strategic commissioning plan for older people as set out in paragraph 13 of the report by the IJB Interim Chief Officer.
- 6) To note the timetable for the ongoing development of the strategic commissioning plans set out in paragraph 14 of the report by the IJB Interim Chief Officer.

(References – Integration Joint Board 17 November 2017 (item 6); report by the IJB Interim Chief Officer, submitted)

### **Declaration of Interest**

Christine Farquhar declared a non-financial interest in the above item as the Chair of Upward Mobility.

## **6. Financial Position and Budget Forecast**

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The IJB Interim Chief Finance Officer provided a verbal update on the financial position of the Joint Board and the budget forecast.

There was no material change from the position reported to the Joint Board in December 2017. NHS Lothian and the City of Edinburgh Council were updating financial plans following the draft spending plans announced by the Scottish Government on 14 December 2017.

Additional funding for local authorities had been announced by the Scottish Government as part of the spending plans for 2018/19 for the following key areas – primary care, mental health and social care.

Both organisations recognised the challenges faced by the Joint Board particularly in respect of delayed discharges and the size of waiting lists. Senior management teams were working on savings and recovery programmes to address the significant savings requirements.

### **Decision**

- 1) To note the update.
- 2) To agree that a further report would be submitted to the next meeting of the Joint Board on 2 March 2018.

## 7. Primary Care South East Edinburgh (Outer Area) Strategic Assessment

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Approval was sought for the South East Edinburgh (Outer Area) Strategic Assessment. The strategic assessment had been produced in consultation with key stakeholders.

The Strategic Planning Group had considered the strategic assessment at its meeting on 3 November 2017 and had agreed to recommend that the Joint Board approve the strategic assessment for submission to the NHS Lothian Capital Investment Group for consideration as part of the NHS Lothian prioritisation process for capital allocations.

### Decision

- 1) To note that the South East had been identified as a priority area for investment in the Population Growth and Primary Care Premises Assessment 2016-2026 which was supported by the Joint Board on 22 September 2017.
- 2) To note that a strategic assessment was the first part of the Scottish Capital Investment Manual (SCIM) guidelines with which health boards must comply to inform the Scottish Government of an intended investment proposal.
- 3) To note the South East Edinburgh (Outer Area) Strategic Assessment set out in Appendix 1 of the report by the IJB Interim Chief Officer had been produced following a workshop with relevant stakeholders.
- 4) To accept the recommendation of the Strategic Planning Group that the Joint Board submit the South East Edinburgh (Outer Area) Strategic Assessment to the NHS Lothian Capital Investment Group (LCIG) for consideration as part of the NHS Lothian prioritisation process for capital allocations.

(References – Integration Joint Board 17 November 2017 (item 7); report by the IJB Interim Chief Officer, submitted)

## 8. Outstanding Directions

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The Joint Board had previously agreed to ask the Council to roll forward a number of grants due to expire on 31 March 2018 for a further year to 31 March 2019. The Council had also been asked to extend the contract with Edinburgh Voluntary Organisations Council (EVOC) to provide infrastructure support to the third sector for the same period of time.

This would allow time for the various grant programmes to be reviewed in collaboration with stakeholders and allow EVOC to support and facilitate collaboration on the review of grants across the third sector and the development of the market shaping strategy.

### Decision

To approve the Directions relating to the roll forward of grants and extension of the contract with EVOC for a further 12 months as set out in appendices 1 and 2 of the report by the IJB Interim Chief Officer.

(References – Integration Joint Board 22 September 2017 (item 11) and 15 December 2017 (item 9); report by the IJB Interim Chief Officer, submitted)

### **Declaration of Interests**

Ella Simpson declared a financial interest in the above item as an employee of Edinburgh Volunteer Organisations Council.

## **9. Edinburgh Alcohol and Drug Partnership Funding – Review of Service Changes Impact**

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An update was provided of progress being made in implementing the Edinburgh Alcohol and Drug Partnership's agreed savings plan and the impact in each of the five areas of change.

### **Decision**

- 1) To note the progress against each action in the savings plan.
- 2) That a briefing note be prepared for Joint Board members setting out the broader challenges and information on approaches taken by the other Lothian Integration Joint Boards and the impact of service review, redesign and efficiencies in each area of change.

(References – Integration Joint Board 28 April (item 2); report by the IJB Interim Chief Officer, submitted)

## **10. Recruitment of Service User Members to the Integration Joint Board**

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The Joint Board had previously agreed to delegate authority to the IJB Interim Chief Officer, in consultation with the Chair and Vice-Chair to review the recruitment pack and selection arrangements and report back to the Joint Board.

A short life working group was established and met to review the role and specification for citizen members of the Board along with the appointments process.

Approval was sought for the revised documentation, advertising and recruitment process.

### **Decision**

- 1) To agree the proposed role description for service user members of the Joint Board set out on pages 3, 4 and 5 of Appendix 1 of the report by the IJB Interim Chief Officer.
- 2) To agree the recruitment pack set out in Appendix 1 of the report.
- 3) To agree that the vacancies should be advertised for a period of six weeks as set out in paragraph 8 of the report.
- 4) To agree that the interview panel comprise the Vice-Chair of the Joint Board, one non-voting member of the Joint Board and two officers from the Health and Social Care Partnership.

(References – Integration Joint Board 15 December 2017 (item 11); report by the IJB Interim Chief Officer, submitted)

## **11. Edinburgh Health and Social Care Partnership Communications Action Plan**

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The Joint Board had approved the Edinburgh Health and Social Care Partnership's communications and engagement plan 2016-19 at its meeting on 13 May 2016. The plan set out the principles and protocols for communication and stakeholder engagement activity.

An action plan had been developed in response to the priorities for the next twelve months including:

- Leadership visibility
- Communicating and engaging with staff
- Engaging the public in key decisions and service development
- Engaging key stakeholders and service providers in key decisions and service development

The Strategic Planning Group had also agreed to consider feedback from the workshop on communications and engagement at their meeting on 9 March 2018.

### **Decision**

- 1) To agree the Partnership's approach and action plan for the next twelve months.
- 2) To note that a separate engagement / communication plan for the Joint Board would be presented for consideration and agreement within six months.

(References – Integration Joint Board 13 May 2016 (item 11); report by the IJB Interim Chief Officer, submitted)

## **12. Whole System Delays – Recent Trends**

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An overview was provided of performance in managing hospital discharge against Scottish Government targets, trends across the wider system, identified pressures and challenges and improvement activities. It was acknowledged that performance and delays across the whole system continued to be extremely challenging.

The following issues were raised and discussed:

- important to establish a timeframe for bringing together all the work and different dependencies to set out how the Joint Board intended to address issues going forward
- the Joint Board needed to know what transformation would look like and the expectations around a realistic budget
- need to have an understanding of care at home partner providers in terms of the commissioning process and any business cases that have not been successful
- vital to get the strategic commissioning plans in place

## **Decision**

- 1) To note the ongoing pressures and delays across the system including delayed discharge and people waiting for a package of care.
- 2) To note the range of actions being taken to address these pressures including securing additional resources in the short term to resolve the current backlog of assessments and people waiting for discharge.
- 3) To note the introduction of monthly performance scrutiny meetings in each locality to facilitate senior management scrutiny of key performance, finance and equality issues.
- 4) To note that a further report setting out the underlying longer term strategy, improvement plan, projects and actions would be submitted to a future meeting of the Joint Board.

(References – Integration Joint Board 15 December 2017 (item 7); report by the IJB Interim Chief Officer, submitted)

### **13. Review of Professional and Clinical Governance in the Health and Social Care Partnership and Membership of the Integration Joint Board**

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The Edinburgh Health and Social Care Partnership planned to review the locality structure implemented during 2017 to ensure arrangements for effective professional and clinical governance were sufficient and fit for purpose.

It was proposed that the officer appointed to act as the lead allied health professional for the Partnership be invited to become a non-voting member of the Integration Joint Board.

## **Decision**

- 1) To note the Partnership's intention to carry out a review of the current management structure limited in scope to testing whether professional assurance and clinical oversight of service delivery were sufficiently robust.
- 2) To agree to the allied health professional lead for the Partnership being invited to sit as a non-voting member on the Integration Joint Board.

(Reference – report by the IJB Interim Chief Officer, submitted)