

## Item 4.1

# Minutes

## Edinburgh Integration Joint Board (Additional Meeting)

**9:30 am, Friday 24 May 2019**

Dean of Guild Court Room, City Chambers, Edinburgh

**Present:**

### **Board Members:**

Councillor Ricky Henderson (Chair), Carolyn Hirst (Vice Chair), Councillor Robert Aldridge, Mike Ash, Carl Bickler, Andrew Coull, Christine Farquhar, Helen Fitzgerald, Kirsten Hey, Martin Hill, Councillor Derek Howie (substituting for Councillor George Gordon), Jackie Irvine, Councillor Melanie Main, Angus McCann, Moira Pringle, Judith Proctor, Ella Simpson, Councillor Susan Webber and Pat Wynne.

**Officers:** Tom Cowan, Tony Duncan, Marian Gray, Jamie Macrae, Martin Scott and David White.

**Apologies:** Colin Beck and Richard Williams

## 1. Minutes

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### **Decision**

To approve the minute of the meeting of the Edinburgh Integration Joint Board of 29 March 2019 as a correct record, subject to the following corrections:

- Item 4, Decision 1: “To approve progress being made on the development of the strategy, which was being produced with third sector stakeholders and internal partners and led by the lead officer for carers.”
- Item 7 – references to the “Lothian Strategic Planning Forum” replaced with “Lothian Integrated Care Forum”.

## 2. Rolling Actions Log

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The Rolling Actions Log for May 2019 was presented.

### Decision

- 1) To agree to close the following actions:
  - Action 19 – Review of Progress Within Integration of Health and Social Care Ministerial Strategic Group
  - Action 20(1) – Update on the Edinburgh Joint Integration Joint Board Grants Review
  - Action 21 – Calendar of Meetings – Amendment by Councillor Webber
- 2) To otherwise note the remaining outstanding actions.
- 3) To agree that original estimated completion dates would remain on the Rolling Actions Log if revised.

(Reference – Rolling Actions Log – 24 May 2019, submitted.)

## 3. Draft Strategic Plan 2019-2022 Progress Report

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A progress report on the Joint Board's Draft Strategic Plan for 2019-2022 was presented. The latest draft had been approved by the Joint Board on 29 March 2019 and a three-month consultation period had started on 16 April 2019. Approval was sought to delay the Joint Board's consideration of the final version of the Strategic Plan until August 2019, to allow sufficient time to take into account the feedback from the consultation.

### Decision

- 1) To note the progress made on consulting the Draft Strategic Plan 2019-2022.
- 2) To agree that the final version of the Strategic Plan 2019-2022 would be submitted to the August 2019 meeting of the Edinburgh Integration Joint Board, thereby providing additional time to fully consider the outputs from the consultation process.
- 3) To note progress in agreeing joint housing and health and social care priorities within the Strategic Plan and Housing Contribution Statement.

(References – Edinburgh Integration Joint Board, 29 March 2019 (item 6); report by the Chief Officer, submitted)

## 6. Finance Update

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An update was provided on the financial outturn for 2018/19, funding carried into 2019/20 and progress towards achieving a balanced financial plan for 2019/20.

## Decision

To continue consideration of the report and agree that a further report would be presented to the Joint Board in June 2019 with more detail on the allocation of funding and progress in achieving the savings target for the current financial year, and that a briefing note would be circulated to members in the interim.

(References – Edinburgh Integration Joint Board, 29 March 2019 (item 8); report by the Chief Officer, submitted)

## 4. Primary Care Transformation Programme

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Details were provided on the implementation of the Primary Care Transformation Programme, following the allocation of funding in 2017 and 2018.

### Decision

- 1) To note progress in investing the funding made available directly by NHS Lothian from June 2017 and the Scottish Government Primary Care Improvement Plan (PCIP) (New Contract) from July 2018.
- 2) To agree this report as the basis of the PCIP update submission required by Scottish Government and to note that standard returns were submitted in April 2019 to comply with the national timetable.
- 3) To support the continuing role of the Edinburgh Primary Care Leadership and Resourcing Group, as instrumental in deploying the available resources and ensuring the involvement and support of primary care across Edinburgh.
- 4) To note the agreement reached with Edinburgh GPs in April 2019, on a 'fair' investment of the total PCIP resource across all 70 City practices.
- 5) To note that the report had been developed through consultation and discussion with the Leadership and Resourcing Group, with the NHS Lothian Oversight Group and the Lothian GP Sub Committee, whose representatives had remained active contributors throughout this process, and that the report was considered and supported at the IJB Strategic Planning Group on 26 April 2019.
- 6) To endorse proposals for 2019/20 implementation.
- 7) To agree that a workshop would be arranged on the Primary Care Transformation Programme.
- 8) To agree that the next report to the Joint Board would include more details on how the Programme was being delivered and its impact on stakeholders.

(References – Edinburgh Integration Joint Board, 15 June 2018 (item 8); report by the Chief Officer, submitted)

## 7. Ministerial Strategic Group Update

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An update was provided on the partnership self-evaluation against the Ministerial Strategic Group (MSG) for Health and Social Care progress review.

### Decision

- 1) To note the findings of the self-evaluation for the review of progress with integration of Health and Social Care.
- 2) To note that the self-assessment had been completed as a single partnership submission for all statutory partners within Edinburgh; the Edinburgh Integration Joint Board, the City of Edinburgh Council and NHS Lothian and that third sector partners were also contributors to this.
- 3) To note that Partnerships were required to submit to the Scottish Government by 15 May 2019 and that, due to these timescales, prior approval of the Joint Board was not possible.
- 4) To agree to the self-assessment and actions set out and to ask the Chief Officer to develop the action plan with partners for implementation and report on this before the end of March 2020.

(References – Edinburgh Integration Joint Board, 29 March 2019 (item 10); report by the IJB Chief Officer, submitted.)

## 8. Older People Joint Inspection Improvement Plan

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A review of the Older People's Improvement Plan was provided, following the Joint Inspection Progress Report published in December 2018. The previous action plan had been reviewed and the new improvement plan was developed within the framework of the Three Conversations approach which reflected the revision of the Draft Strategic Plan 2019/2022.

### Decision

- 1) To approve the Improvement Plan.
- 2) To note that the Improvement Plan would be submitted to NHS Lothian Healthcare Governance committee and to the City of Edinburgh Council's Corporate Policy and Strategy Committee for ratification.
- 3) To agree that the Improvement Programme would be brought back to the Joint Board following approval by NHS Lothian and the City of Edinburgh Council.

(References – Edinburgh Integration Joint Board, 8 February 2019 (item 5); report by the IJB Chief Officer, submitted.)

## 9. Update on the 2019 Health and Social Care Grants Programme

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An update was provided on the health and social care grant review, in particular the transition funding of £200k now delegated by the City of Edinburgh Council and the £100k innovation fund.

### Decision

- 1) To agree that the £200k to support transition agreed by the City of Edinburgh Council would be allocated to 23 organisations on a pro rata basis.
- 2) To agree to delegate decisions on any remaining contingency to the Chief Officer in consultation with the Chair and Vice Chair
- 3) To agree to delegate authority to the Chief Officer to institute the process for the innovation fund and to issue grants in line with the recommendations of the awards panel.
- 4) To agree that a briefing note outlining the scoping and criteria for the allocation of the innovation fund, and the membership of the sub-group of the Grants Review Steering Group, would be circulated to members.

### Declaration of Interests

Ella Simpson declared a financial interest in this item as a director of EVOC, as EVOC was listed as a potential recipient.

(References – Edinburgh Integration Joint Board, 14 December 2018 (items 1-5); report by the IJB Chief Officer, submitted.)

## 10. Standing Orders – Annual Review

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The Joint Board's Standing Orders had been reviewed to ensure they continued to be fit for purpose and reflected Scottish Ministers' guidance. Changes were proposed relating to substitutions, motions and amendments, a register of attendance and changing a decision of the Joint Board within six months.

### Decision

- 1) To repeal the existing Standing Orders of the Integration Joint Board and approve in its place those attached at appendix 1 of the report, such repeal and approval to take effect from 25 May 2019.
- 2) To note that the next annual review of Standing Orders would be presented to the Joint Board in May 2020.

(References – Edinburgh Integration Joint Board, 18 May 2018 (item 15); report by the IJB Chief Officer, submitted.)

## 11. Appointments to the Edinburgh Integration Joint Board and Strategic Planning Group

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The Joint Board was notified of the City of Edinburgh Council and NHS Lothian nominations for the Chair and Vice-Chair positions of the IJB, which would take effect following the expiry of the current terms of office. Details were also provided of recent changes to the City of Edinburgh Council membership of the Joint Board, forthcoming changes to the NHS Lothian membership, recent resignations of non-voting members and the reappointment of a non-voting member.

### Decision

- 1) To note that the NHS Lothian Board, at its meeting of 5 December 2018, agreed to appoint Angus McCann as the lead NHS voting member of the Joint Board with effect from 27 June 2019, and consequently, that he would become the Chair of the Joint Board from that date.
- 2) To note that the City of Edinburgh Council, at its meeting of 2 May 2019, agreed to appoint Councillor Ricky Henderson as Vice-Chair of the Joint Board, with effect from 27 June 2019.
- 3) To note that Councillor Ricky Henderson would take up the position of Chair of the Strategic Planning Group, and Angus McCann the Vice-Chair, with effect from 27 June 2019.
- 4) To note that the NHS Lothian Board had appointed Peter Murray to replace Carolyn Hirst as a voting member of the Joint Board, with effect from 27 June 2019.
- 5) To note the resignation of Councillor Ian Campbell and the appointment by the City of Edinburgh Council, at its meeting of 7 February 2019, of Councillor George Gordon as his replacement as a voting member of the Joint Board.
- 6) To note the resignations of Sandra Blake, Carole Macartney and Alison Robertson as non-voting members of the Joint Board, and the proposed recruitment process for appointing to these vacancies.
- 7) To approve the reappointment of Colin Beck as a non-voting member of the Joint Board, in his capacity as Co-Chair of the Professional Advisory Group, with effect from June 2019.

(References – Act of Council No 4 of 2 May 2019; report by the IJB Chief Officer, submitted.)

## 12. Calendar of Meetings

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A proposed schedule of meetings and development sessions to December 2020 was submitted.

### Motion

- 1) To agree the proposed schedule of meetings for the Edinburgh Integration Joint Board until December 2020.

- 2) To agree the proposed schedule of meetings for the Edinburgh Integration Joint Board development sessions until December 2020
  - 3) To agree that webcasting would continue utilising the mobile unit which was available, allowing the Edinburgh Integration Joint Board to meet in a more diverse range of settings across the city.
- Moved by Councillor Henderson, seconded by Carolyn Hirst

### **Amendment**

- 1) To agree that webcasting would continue utilising the mobile unit which was available, allowing the Edinburgh Integration Joint Board to meet in a more diverse range of settings across the city.
  - 2) To agree that Edinburgh Integration Joint Board meetings would continue to take place on Fridays.
- Moved by Councillor Webber, seconded by Councillor Aldridge

### **Voting**

The voting was as follows:

For the motion	–	6 votes
For the amendment	–	2 votes

### **Decision**

- 1) To agree the proposed schedule of meetings for the Edinburgh Integration Joint Board until December 2020.
- 2) To agree the proposed schedule of meetings for the Edinburgh Integration Joint Board development sessions until December 2020
- 3) To agree that webcasting would continue utilising the mobile unit which was available, allowing the Edinburgh Integration Joint Board to meet in a more diverse range of settings across the city.

(References – Edinburgh Integration Joint Board, 29 March 2019 (item 12); report by the IJB Chief Officer, submitted.)