



## Midlothian Integration Joint Board

Date	Time	Venue
Thursday 29 <sup>th</sup> March 2018	2.00pm	Council Chambers, Midlothian House, Buccleuch Street, Dalkeith, EH22 1DN.

### Present (voting members):

Cllr Derek Milligan (Vice Chair)	Tracey Gilles
Cllr Catherine Johnstone	Martin Connor (substitute for Alex Joyce/Alison McCallum)
Cllr Jim Muirhead	

### Present (non voting members):

Allister Short (Chief Officer)	Alison White (Chief Social Work Officer)
David King (Chief Finance Officer)	Fiona Huffer (Head of Dietetics)
Patsy Eccles (Staff side representative)	Keith Chapman (User/Carer)
Pam Russell (User/Carer)	Ewan Aitken (Third Sector)

### In attendance:

Gary Fairley (Head of Finance and Integrated Service Support)	Craig Marriott (Deputy Director of Finance)
Jill Stacey (Chief Internal Auditor)	Jamie Megaw (Strategic Programme Manager)
Wanda Fairgrieve	Mike Broadway (Clerk)

### Apologies:

Cllr Pauline Winchester	Alex Joyce
Alison McCallum	Cllr Janet Lay-Douglas (substitute for Cllr Pauline Winchester)
Hamish Reid (GP/Clinical Director)	Aileen Currie (Staff side representative)
Caroline Myles (Chief Nurse)	

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## 1. Welcome and introductions

The Chief Officer, Allister Short, welcomed everyone to this Meeting of the Midlothian Integration Joint Board and explained that as John Oates had resigned from the NHS Lothian Board for personal reasons and a replacement had not yet been appointed, the Vice-Chair, Councillor Derek Milligan would Chair today's MIJB meeting.

## 2. Order of Business

The order of business was confirmed as outlined in the agenda that had been previously circulated.

## 3. Declarations of interest

No declarations of interest were received.

## 4. Minutes of Previous Meetings

- 4.1 The Minutes of Meeting of the Midlothian Integration Joint Board held on 11 January 2018 were submitted and approved subject to the correction of a minor typographical error on page 5, paragraph 5.8, the last bullet point in the decision should read '2018' rather than '2017'.
- 4.2 With reference to paragraph 5.9, the Chief Officer, updated the Board on preparation of the detailed breakdown of the proposed high level transformational changes within Midlothian and explained that the process, together with the proposals for the public engagement, were proving more complex than had originally been envisaged and that whilst good progress was being made they weren't in a position to report back at this time, however he reassured Members that a further report would be brought forward in due course.

## 5. Public Reports

Report No.	Report Title	Presented by:
5.1	IJB Directions 2018/19	Allister Short

### Executive Summary of Report

The purpose of this report was to outline the proposed approach to the Directions to be issued by the MIJB to Midlothian Council and NHS Lothian and the main areas to be addressed in 2018-19.

The report explained that the Directions were intended to provide clarity about the key changes which need to be made in the delivery of health and care services in Midlothian and should be considered alongside the Strategic Plan (2016-19) and the 2018-19 Delivery Plan.

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## Summary of discussion

The Board, having heard from the Chief Officer, who responded to Members questions, discussed the key areas to be addressed in the Directions and the emerging key principles that would underpin the redesign of services, in particular, improved partnership working across all services, adoption of a stronger emphasis on prevention and steps to tackle health inequalities.

## Decision

### The Board:

- **Approved the more focused approach to the development of the MIJB's Directions as outlined in the report;**
- **Approved the Key Areas to be addressed in the Directions as detailed in the report;**
- **Agreed that the Chief Officer arrange for these Directions to be issued in the appropriate format to the Chief Executives of NHS Lothian and Midlothian Council no later than 31<sup>st</sup> March 2018.**

## Action

Chief Officer

Report No.	Report Title	Presented by:
5.2	Financial Assurance – 2018/19 budget setting	David King

## Executive Summary of Report

The purpose of this report was to set out the current position of the financial assurance exercise undertaken on the 2018/19 budgetary settlement and offers made by the MIJB's partners.

The report explained that the MIJB was required to set a budget for 2018/19 and that this budget flowed from the budget offers to the MIJB from Midlothian Council and NHS Lothian. Midlothian Council had set a budget at its meeting on 13th February 2018 which included a proposed budget for the MIJB. NHS Lothian had provided the MIJB with a detailed financial plan although it had not yet set a final budget for 2018/19. The NHS Lothian element of the budget proposition was therefore based on the information provided to NHS Lothian's finance and resource committee at its January 2018 meeting.

The MIJB undertook a process of financial assurance which looked at the budget propositions from the partners and asked two key questions:-

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- Is it fair – was the proposed budget a ‘fair’ share of the partners overall resources to support the functions that the partners had delegated to the MIJB
- Is it adequate – this raised the issue of the service delivery model. Clearly the budgets were not ‘adequate’ in the absolute sense of the word otherwise there would not be significant efficiency schemes to be delivered. The MIJB had to consider that the efficiency schemes that were required to deliver a balanced financial position were deliverable and did not impact on the MIJB’s ability to deliver its strategic plan.

## Summary of discussion

The Chief Finance Officer in presenting the report highlighted that the ‘fair’ element was addressed by examining the allocation proposals laid out in the report and considering if the MIJB had received a fair share of the resources available to the partners, which on the face of it would appear to be the case. The ‘adequacy’ could be tested by looking at the indicative financial pressures that the financial analysis of the partners provides and considering if the efficiency plans would meet the financial pressures and if these plans did not impact on the MIJB’s ability to deliver its Strategic Plan. This did not seem unreasonable at this time with the very clear exception of the Set Aside position for which the MIJB simply did not have adequate assurance.

Having then heard from Gary Fairley, Head of Finance and Integrated Service Support, Midlothian Council and Craig Marriott, Deputy Director of Finance, NHS Lothian, the Board, in discussing the budgetary pressures emphasised that there was a clear need to remain focused on the overall aim of Integration and to deliver new models of care that better supported the population of Midlothian and improved outcomes.

## Decision

**After further discussion, the Board:**

- **Agreed to accept the Midlothian Council’s budget settlement; and**
- **Agreed to accept NHS Lothian’s indicative proposition on the basis that:-**
  - (i). **Any further revision to the NHS Lothian Financial Plan does not impact significantly on the MIJB; and**
  - (ii). **NHS Lothian resolves to the MIJB’s satisfaction the pressures with the Set Aside budget.**

## Action

Chief Officer/Chief Finance Officer

Report No.	Report Title	Presented by:
5.3	Financial Strategy and Financial Plan – Update March 2018	David King

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## Executive Summary of Report

With reference to paragraph 5.2 of the Minutes of 11 January 2018, there was submitted a report which provided an update of the MIJB's financial plans taking into account the Scottish Government's financial settlement for 2018/19 for the MIJB's partners (Midlothian Council and NHS Lothian).

The report also laid out the next steps which now needed to be taken to develop the three year plan and allow that plan to provide a clear view of the MIJB's intentions, these included:-

- Further refinement of the IJB Health Budget setting model. This would allow the IJB to consider in detail not only the totality of its resources but also how they were currently being deployed. This would be critical to understanding the use of the Set Aside resources in the Acute Hospitals and therefore the impact of the MIJB's plans to change that resource usage.
- A detailed examination of the programmes with the service delivery management teams to ensure that these were fully understood.
- A consideration by programme e.g. Older People, of how the MIJB's overall resource should be prioritised. This would allow the MIJB to consider how resources invested in these programmes should move over the years reflecting the delivery of the strategic plan.
- The production of detailed delivery plans that were affordable within the overall programme resource. This would be absolutely essential in the delivery of financial sustainability for the MIJB.

## Summary of discussion

Having heard from the Chief Finance Officer, who responded to Members questions and comments, the Board welcomed the ongoing development of the financial planning model and emphasised the importance of the transformation process in changing the way in which services were delivered.

## Decision

### The Board:

- **Noted the updated 3 year baseline position;**
- **Noted the updated financial strategy; and**
- **Supported the proposed actions detailed in the report.**

## Action

Chief Officer/Chief Finance Officer

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Report No.	Report Title	Presented by:
5.4	Chief Officer's Report	Allister Short

## Executive Summary of Report

This report provided a summary of the key issues which had arisen over the past month in health and social care, highlighting in particular service pressures as well as recent and future service developments.

The report also advised that following the joint appointment of Jill Stacey as Chief Internal Auditor across Midlothian and Scottish Borders, Jill would provide this role for Midlothian IJB. Therefore, approval was sought from the MIJB in support of this appointment.

## Summary of discussion

Having heard from the Chief Officer, who responded to Members questions, the Board welcomed the planned opening of the new Medical Practice in Newtongrange, emphasised the importance of building on the success of the recent positive Care Inspection at Newbyres and learning the lessons from the less than favourable one received by Springfield Bank.

## Decision

### The Board:

- **Noted the issues and updates raised in the report; and**
- **Noted and approved the appointment of Jill Stacey as Chief Internal Auditor to Midlothian Integrated Joint Board.**

## Action

Chief Officer/Chief Finance Officer

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Report No.	Report Title	Presented by:
5.5	Measuring Performance Under Integration	Jamie Megaw

## Executive Summary of Report

With reference to paragraph 5.5 of the Meeting of 20 April 2017, there was submitted a report updating the Board on performance and improvement towards achieving the Local Improvement Goals. Appended to the report were (i) technical details of how these goals were measured and how the baselines were calculated and (ii) a copy of the response from Midlothian IJB to the Scottish Government request for an update on performance from all IJBs for the Ministerial Strategic Group.

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## Summary of discussion

Having heard from the Strategic Programme Manager, who responded to Members' questions and comments, the Board discussed the summary of what the data showed in Midlothian, which in terms of the improvement goals set by the MIJB was somewhat mixed. The potential reasons for this were discussed, it being acknowledged that pressures elsewhere in the system appeared to be having a knock on effect. The Board suggested that in order to give greater context to the figures it would be useful if demographical information could be included in future reports.

## Decision

**After further discussion, the Board:-**

- **Noted the performance across the improvement goals;**
- **Noted the ongoing pressures currently being experienced with acute services;**
- **Noted that information on Goals 8 and 9 had changed and improved to more accurately record performance; and**
- **Noted the response from Midlothian to the Scottish Government request for an update on performance from all IJBs for the Ministerial Strategic Group.**

## Action

Chief Officer

Report No.	Report Title	Presented by:
5.6	Carers (Scotland) Act 2016	Alison White

## Executive Summary of Report

This report set out details of the new Eligibility Criteria for Carers within Midlothian, as required by the Carers (Scotland) Act 2016.

The report explained that the Carers (Scotland) Act 2016 was a key piece of new legislation that promised to 'promote, defend and extend the rights' of adult and young (unpaid) carers across Scotland. The Act aimed to "*ensure better and more consistent support for carers and young carers so that they can continue to care, if they so wish, in better health and to have a life alongside caring*" (Scot Gov.).

This legislation introduced new duties and responsibilities, and had implications for Adult Health & Social Care Services and both Education and Children's Services. The Carers (Scotland) Act 2016 place a duty on Councils and Integrated Authorities to provide support to young and adult carers, where identified needs meet agreed local eligibility criteria.

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A public consultation process had been undertaken during January 2018, and the Eligibility Criteria for Carers document, which applied to both young and adult carers, has been updated in response to consultation feedback.

## Summary of discussion

The Board, having heard from the Chief Social Work Officer, who responded to Members' questions and comments, discussed the ways in which information would be made available, expressing support for the proposed Eligibility Criteria.

## Decision

### The Board:

- **Noted the requirements under the legislation to produce, consult and publish eligibility criteria for young and adult carers prior to implementation of the Act in April 2018; and**
- **Noted that the proposed Eligibility Criteria had been formally approval by Midlothian Council, at its meeting held on 27 March 2018.**

## Action

Chief Officer

Report No.	Report Title	Presented by:
5.7	Delayed Discharge	Allister Short

## Executive Summary of Report

The purpose of this report was to highlight the continuing challenges within Midlothian in addressing delayed discharge, setting out the actions that were being taken to ensure patients were discharged at the earliest opportunity in their care pathway and ongoing work on admission avoidance.

The report advised that the Midlothian Partnership had consistently been a good performer in addressing delayed discharge and ensuring that patients were discharged in a timely manner to an appropriate setting. Over the previous 9 months, this performance had deteriorated as a result of a number of factors that were set out in more detail within the paper. The report also set out a range of actions that were either now in place or being implemented to address this performance and ensure safe discharge for patients along with work around admission avoidance.

## Summary of discussion

The Board, having heard from the Chief Officer, discussed the series of actions that had been progressed over and above what was already in place to support discharge, and the challenges that had impacted on this work.



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## Decision

After further discussion, the Board:

- **Noted the current admission profile and corresponding delayed discharge performance in Midlothian;**
- **Noted and expressed support for the detailed actions in place to address and reduce the number of patients who were delayed in hospital;**
- **Agreed that there was a need in future reports to identify improvements that related to maximising current processes and what were new developments to support discharge; and**
- **Agreed that Midlothian IJB receive a further report to provide assurance that performance had improved.**

## Action

Chief Officer

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Report No.	Report Title	Presented by:
5.6	Health Visiting Services in Midlothian	Allister Short

## Executive Summary of Report

With reference to paragraph 4.2 of the Minutes of 11 February 2016, there was submitted a report which set out the current position of the health visiting service in Midlothian HSCP, and detailed some of the actions taken to ensure the delivery of a safe and effective health visiting service within Lothian.

The report outlined the actions taken in order to mitigate the risks which had arisen as a result of pressures within the Health Visiting Service in Midlothian as a result of significant vacancies and gave an up-to-date account of the current situation within Midlothian HSCP health visiting service.

## Summary of discussion

The Board, having heard from the Chief Officer discussed the excellent work undertaken to address matters and mitigate the impact within Midlothian.

## Decision

The Board:

- **Noted the position of Midlothian health visiting services.**
- **Note the actions taken to ensure a safe and effective health visiting service.**

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- **Note the current position within Midlothian health visiting service and note the need for ongoing collaboration across Lothian.**

## Action

Chief Officer

## 6. Any other business

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No additional business had been notified to the Chair in advance.

## 7. Date of next meeting

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The next meeting of the Midlothian Integration Joint Board would be held on:

- Thursday 19<sup>th</sup> April 2018                      2pm    Development Workshop
- Thursday 3<sup>rd</sup> May 2018                      2pm    **Midlothian Integration Joint Board**

The meeting terminated at 4.15 pm.