



Special Meeting of Midlothian Integration Joint Board

Date	Time	Venue
Thursday 7 June 2018	2.30pm	Conference Room, Melville Housing, The Corn Exchange, 200 High Street, Dalkeith, EH22 1AZ.

Present (voting members):

Angus McCann (Chair)	Cllr Derek Milligan (Vice-Chair)
Alex Joyce	Cllr Jim Muirhead
Alison McCallum	Cllr Pauline Winchester
Martin Connor (substitute for Tracey Gilles)	Cllr Kenneth Baird (substitute for Cllr Catherine Johnstone)

Present (non voting members):

Allister Short (Chief Officer)	David King (Chief Finance Officer)
Hamish Reid (GP/Clinical Director)	Wanda Fairgrieve (Staff side representative)
Fiona Huffer (Head of Dietetics)	Pam Russell (User/Carer)
Keith Chapman (User/Carer)	George Wilson (Third Sector)

In attendance:

Morag Barrow (Head of Primary Care and Older Peoples Services)	Jamie Megaw (Strategic Programme Manager)
Mike Broadway (Clerk)	

Apologies:

Tracey Gillies	Cllr Catherine Johnstone
Alison White (Chief Social Work Officer)	Caroline Myles (Chief Nurse)
Aileen Currie (Staff side representative)	Ewan Aitken (Third Sector)

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1. Welcome and introductions

The Chair, Angus McCann, welcomed everyone to this Special Meeting of the Midlothian Integration Joint Board, following which there was around of introductions.

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 formal declarations of interest were received, however, Keith Chapman advised for the record that he was a member of Alzheimer Scotland, which may impact on his participation on items relating to dementia.

4. Public Reports

Report No.	Report Title	Presented by:
4.1	Financial Out-Turn 2017/18	David King

Executive Summary of Report

The purpose of this report was to set out the MIJB's out-turn position for 2017/18 based on the information provided by Midlothian Council and NHS Lothian regarding the actual expenditure that would be charged against the IJB's budgets for the 12 months ended 31 March 2018.

The report explained that the MIJB was underspent for the 2017/18 financial year. This was an improved financial position from that reported to the MIJB at its December 2017 meeting. This underspend would allow the MIJB to create a reserve and carry these unused funds forward into future years. Although the MIJB did not have a reserve in its own books at the end of 2016/17, Midlothian Council had carried forward c. £1.2m of funds on the MIJB's behalf. An element of those funds had been used to support the financial position in the current year along with holding back new funding in 2017/18 to offset the projected overspend as far as possible. The use of these funds masks a continuing underlying and significant overspend in social care and does not alter the continuing need for transformation to more affordable models of care

Summary of discussion

The Board, having heard from the Chief Finance Officer, discussed the reasons behind the underspend, acknowledging that whilst beneficial from a Midlothian perspective it gave rise to pressures elsewhere in the system and that ultimately what was required was for the transformation process to successfully deliver more affordable models of care. In this regard, the Chief Officer confirmed that it was hoped to utilise some of the underspent money to assist in that process.

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Decision

The Board agreed to:-

- a) Accept the charges (service delivery costs) for 2017/18 from the partners (Midlothian Council and NHS Lothian);
- b) Note the year-end position for 2017/18, this position being unaudited;
- c) Note the creation of a reserve for the MIJB; and
- d) Support the proposals for the utilisation of the reserve as detailed in the report.

Action

Chief Finance Officer/Chief Officer

Report No.	Report Title	Presented by:
4.2	Update on 2018/19 Financial Assurance	David King

Executive Summary of Report

The purpose of this report was to update the MIJB on the financial assurance for the MIJB's 2018/19 budget which was presented to the MIJB at its March 2018 meeting, specifically it considered the formal budget proposition that was made by NHS Lothian in April 2018.

The report explained that at its March 2018 meeting the MIJB considered its financial assurance for 2018/19, that is it examined the budget propositions from its partners and applied its two tests – that of fairness and adequacy. At that date a formal offer had been made (and accepted) by Midlothian Council however an indicative position for NHS Lothian was considered based on the NHS Lothian financial plan that had been presented to NHSL Finance and Resources Committee at its January 2018 meeting. The MIJB agreed to accept the NHSL indicative position on the basis that NHS Lothian provided further information on the plans underway to deliver financial balance within the Set Aside budgets and that the final offer was not materially different from the indicative position. A final offer has now been received from NHS Lothian and this paper considers that offer.

Summary of discussion

Having heard from the Chief Finance Officer, the Board discussed the formal budget proposition received from NHS Lothian, which complied with the tests of 'fairness' and 'adequacy' applied to any budgetary proposition received by the MIJB. In response to Members' comments, it was acknowledged that whilst budgetary pressures inevitably would remain, there was some additional monies that still had to filter through the system that should assist the likely financial position.

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Decision

After further discussion, the Board agreed to

- **Accept the NHS Lothian 2018/19 budget proposition;**
- **Request further information by August laying out plans to bring the Set Aside services back into a break-even position;**
- **Note the revised indicative financial pressures for 2018/19; and**
- **Note that a further report on the development and the current shape of the MIJB's financial plan would be brought to the MIJB's September meeting.**

Action

Chief Finance Officer

Report No.	Report Title	Presented by:
4.3	Midlothian Primary Care Improvement Plan	Jamie Megaw

Executive Summary of Report

The purpose of this report was to present the Midlothian Primary Care Improvement Plan (PCIP) for approval by the MIJB.

The report explained that the 2018 General Medical Services Contract and associated Memorandum of Understanding (MoU) required IJBs and HSCPs to develop a Primary Care Improvement Plan to cover a three-year period from April 2018. Initial agreement for the Primary Care Improvement Plan (PCIP) from the GP-Sub Committed was required before 1 July 2018. Assuming that both the MIJB and the GP-Sub Committee supported the PCIP then the Midlothian HSCP, working with key stakeholders including General Practice would move into an engagement and implementation phase following the timelines set out in the PCIP. The Plan and its implementation would transform how care was provided in Midlothian over the next three years. A copy of the Midlothian PCIP was appended to the report.

Summary of discussion

The Board, having heard from both the Strategic Programme Manager and the Chief Officer discussed the Midlothian Primary Care Improvement Plan (PCIP). Whilst it was acknowledged that the overall policy direction of developing a multi-disciplinary team approach within primary and community care supported the Midlothian IJB Strategic Plan and would contribute to the wider aim of shifting the balance of care from secondary care to community settings, concerns remained about issues such as, the shortage of GPs, workloads, restricted practice lists, and the use of new technology. It being accepted that these and other related issues would require to be addressed as the PCIP developed and move into a phase of stakeholder engagement and involvement and implementation of the Plan following initial approval by the MIJB and the GP-Sub Committee.

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Decision

The Board agreed after further discussion to approve the Midlothian Primary Care Improvement Plan for submission to the Lothian GP-Sub Committee on 11th June 2018.

Action

Chief Officer/Strategic Programme Manager

Report No.	Report Title	Presented by:
4.4	Workforce Planning	Allister Short

Executive Summary of Report

The purpose of this report was to inform MIJB of the progress made over the past six months in Workforce Planning across the Midlothian Health and Social Care Partnership.

The report reminded Members that the MIJB had agreed a framework for Workforce Planning in October 2017. This had provided a foundation for each service area to shape their workforce for the future, taking account of transformational change, resulting in new models of care and the increasing need to maximise on the effective use of resources. The report, in addition, outlined the proposed plan for workforce action planning in other key service areas.

Summary of discussion

Having heard from the Chief Officer, the Board discussed the importance of good Workforce Planning in helping to successfully deliver organisational change and new models of care, which were both integral elements of the MIJB's Strategic Plan. In response to Members' comments, the Chief Officer confirmed that there had been consultation with service users as part of the change process but as always there was certainly scope for more, he suggested that this, together with more detailed information on connections with NHS Lothian, Midlothian Council, pan-Lothian, Regional and National Workforce Planning developments, and how the challenge of ensuring staff had sufficient 'time' was being addressed could be picked up in the next update.

Decision

After further discussion , the Board agreed to:-

- Note the progress to date;
- Support the plans for future work; and
- Receive a further report in 3 months to provide assurance that workforce planning was progressing with positive effect.

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Action

Chief Officer

Report No.	Report Title	Presented by:
4.5	Development of Midlothian IJB's Strategic Plan 2019-22	Allister Short

Executive Summary of Report

The purpose of this report was to explain proposals to develop Midlothian IJB's second Strategic Plan covering the period 2019-22.

The report explained that the Strategic Plan would explain how the MIJB intended to use its resources to improve the health and wellbeing of the people of Midlothian. The redesign of health and social care should be based on a good understanding of the needs of the local population. In addition, the success of the Plan required the support and active contribution of all stakeholders including staff, voluntary organisations, unpaid carers, patients, service users and the public. In order to achieve this there was a need to begin the process of developing the 2019-22 Strategic Plan now. This report laid out a proposed timetable for its development

Summary of discussion

The Board, having heard from the Chief Officer, discussed how Board Members could become involved in the development of the Strategic Plan. In addition, and in response to Members' comments, the Chief Officer confirmed that it was intended to produce an easy read version and that the Plan would be the subject of equalities impact and joint needs assessments.

Decision

The Board agreed to:-

- **Note and approve the timetable for the development of the next strategic plan.**
- **Approve the role and contribution of MIJB members to the development of the plan.**

Action

Chief Officer

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

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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 due to the timescales associated with producing the financial accounts by each of the Partners, it had not been possible to prepare the draft MIJB annual accounts for consideration at this meeting of the MIJB. Given that a draft of the annual accounts required to be published by the end of June, the MIJB was asked to agree that the draft accounts were submitted for approval at the MIJB Audit & Risk Committee meeting on 20 June 2018.

Summary of discussion

Having heard from the Chief Officer, who responded to Members questions, the Board welcomed the planned development of a business case to request capital funding to enable the reprovisioning of Highbank Intermediate Care Facility, were pleased to learn of the success of the recent Voluntary Sector Summit and of plans for a follow-up event, and acknowledged the challenges being experienced in the timeous production of both the Annual Report and draft Annual Accounts.

Decision

The Board:

- **Noted the issues and updates raised in the report; and**
- **Agreed that the draft MIJB annual accounts be submitted to the Audit & Risk Committee meeting on 20 June 2018 for consideration/approval.**

Action

Chief Officer/Chief Finance Officer

5. Private Reports

No private business to be discussed at this meeting.

6. Any other business

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

7. Date of next meeting

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

- Thursday 23rd August 2018 2pm Midlothian Integration Joint Board
- Thursday 13th September 2018 2pm Special Midlothian Integration Joint Board/Development Workshop

The meeting terminated at 3.47pm.