

Minute of Special Meeting



Midlothian Integration Joint Board

Date	Time	Venue
Thursday 16 th March 2016	2pm	Conference Room, Melville Housing, The Corn Exchange, 200 High Street, Dalkeith, EH22 1AZ.

Present (voting members):

Cllr Catherine Johnstone (Chair)	Peter Johnston (Vice Chair)
Cllr Bob Constable	Alex Joyce
Cllr Bryan Pottinger	Alison McCallum
	John Oates

Present (non voting members):

Eibhlin McHugh (Chief Officer)	David King (Chief Finance Officer)
Hamish Reid (GP/Clinical Director)	Patsy Eccles (Staff side representative)
Aileen Currie (Staff side representative)	Keith Chapman (User/Carer)
Margaret Kane (User/Carer)	Ewan Aitken (Third Sector) (substitute for Ruth McCabe)
Fiona Huffer (substitute for Caroline Myles (Chief Nurse))	

In attendance:

Gary Fairley (Head of Finance and Integrated Service Support, Midlothian Council)	Allister Short (Head of Healthcare, Midlothian Council)
Jamie Megaw (Strategic Programme Manager)	Mike Broadway (Clerk)

Apologies:

Cllr Derek Milligan	Ruth McCabe (Third Sector)
Alison White (Chief Social Work Officer)	Dave Caesar (Medical Practitioner)
Caroline Myles (Chief Nurse)	

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1. Welcome and introductions

The Chair, Catherine Johnstone, welcomed everyone to this Special Meeting of the Midlothian Integration Joint Board in particular Ewan Aitken, who was substituting for Ruth McCabe (Third Sector) and Fiona Huffer, who was substituting for Caroline Myles (Chief Nurse).

2. Order of Business

The Chair advised the meeting that –

- (a) the follow paper - “Budget Setting 2017/18” which relating to Agenda Item 4.1 Finance Paper had been circulated electronically under separate cover;
- (b) an additional item of business had been tabled, namely a report by the Chief Officer, entitled “Midlothian Integration Joint Board – Publication Scheme” which would be considered as Agenda Item 4.6; and
- (c) Agenda Item 4.4 would be taken as the second item of business immediately after the Finance Paper.

3. Declarations of interest

No declarations of interest were received.

4. Reports

Report No.	Report Title	Presented by:
4.1	Budget Setting 2017/18	David King

Executive Summary of Report

The purpose of this report was to set out the 2017/18 budget propositions from Midlothian Council and NHS Lothian to the IJB, and to examine the projected financial pressures for 2017/18 which had been developed by Midlothian Council, NHS Lothian and the IJB.

The report explained that the IJB required financial resources to allow it to deliver its Strategic Plan. These resources were provided by the IJB’s partners – Midlothian Council and NHS Lothian. Midlothian Council had set its 2017/18 budget and made a proposition to the IJB and NHS Lothian had provided an indicative position which would be formally agreed by the NHS Lothian Board at its meeting in April 2017. These two propositions represented the total of the financial resources available to the IJB in 2017/18.

Both NHS Lothian and Midlothian Council in collaboration with the IJB had also considered the potential financial pressures inherent in these budgetary offers and it was clear that without a significant change to the current model of the delivery of services there would be a significant gap between the resources available and the projected expenditure.

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The paper then discussed two issues :-

- a) Whether the budget proposals from the Partners were a fair share of the resources available to them; and
- b) The risks inherent in the delivery of a balanced financial position given that the forecasts suggest a significant overspend and thus a significant financial recovery plan would have to be delivered.

Summary of discussion

The Chief Finance Officer advised that a great deal of work had already been carried out by both partners, individually and collectively, in developing the financial propositions put forward to the IJB and that whilst it was acknowledged that there were significant challenges ahead, it was nonetheless considered extremely important that the process be allowed to continue, in order that the changes that needed to be made were allowed to take place.

The Board, in discussing some of the key challenges likely to be faced in the coming year(s), acknowledged that although the current position was not entirely satisfactory, it was extremely important that the process of change was allowed to continue.

Decision

After further discussion, the Board agreed to:-

- **Accept the formal budget proposition from Midlothian Council.**
- **Accept the indicative budget proposition from NHS Lothian.**
- **Receive a further report at the April IJB meeting laying out the financial risk mitigating propositions.**

Action

Chief Finance Officer

Report No.	Report Title	Presented by:
4.4	Measuring Performance under Integration – Agreeing the IJB's Performance Measurements	Jamie Megaw

Executive Summary of Report

The purpose of this report was to present to the Board the emerging draft objectives for the IJB to monitor progress against the indicators agreed by the Ministerial Strategic Group for Health and Community Care, namely:- unplanned admissions; occupied bed days for unscheduled care; A&E performance; delayed discharges; end of life care; and the balance of spend across institutional and community services.

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The report explained that all IJB's had been asked to set local objectives for each indicator and to describe expected performance per quarter during 2017/18. Details of the proposed objectives for the Midlothian IJB were appended to the report.

Summary of discussion

The Board, heard from the Strategic Programme Manager, who advised that the IJB needed to consider its ambitions for change across the system and ensure that these were reflected in its objective for each target. An un-ambitious objective may fail to keep up with increasing demand on services from an ageing population but an over-ambitious objective may be impossible to deliver within system constraints. It was also important to consider the ownership of the objectives because system-level change would require all parts of the system to be working towards each goal and share ownership of it.

Members of the IJB, in considering the emerging local objectives, discussed the means by which appropriate targets could best be set. The view being that whatever targets were finally agreed upon needed to reflect the IJB's aspirations as set out in both the Strategic and Delivery Plans. There also needed to be a clear understanding of established baselines and also the potential impact of any interventions.

Decision

The Board:

- **Noted the emerging objectives for the Midlothian IJB to monitor progress using the indicators agreed by the Ministerial Strategic Group for Health and Community Care;**
- **Noted that discussions regarding the emerging objectives with the Joint Management Team were ongoing; and**
- **Agreed to receive a further report updating the emerging objectives as a result of these and other discussions.**

Action

Chief Officer

Report No.	Report Title	Presented by:
4.2	2017-18 Delivery Plan for Health and Social Care	Eibhlin McHugh

Executive Summary of Report

The purpose of this report was to introduce and seek approval of the 2017-18 Delivery Plan; a copy of which was appended to the report.

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The report summarised the development of the 2017-18 Delivery Plan, which was based upon the Strategic Plan 2016-19, providing an update on the progress made in implementing the 2016-19 Strategic Plan and summarising the key actions planned for 2017-18.

Summary of discussion

The Board, having heard from the Chief Officer, who responded to questions from Members of the IJB, considered the key issues addressed in the Delivery Plan, namely: increasing the capacity and managing the demands upon Primary Care; Reducing the use of acute hospitals particularly in relation to delayed discharge and preventable admissions; Improving mental health wellbeing given the high levels of prescribed medication and the links to offending and substance misuse; Reducing the cost of Learning Disability services and Strengthening the multi-agency approach to Health Inequalities.

Decision

The Board:

- **Approved the 2017-18 Delivery Plan; and**
- **Agreed to the preparation of a summary version.**

Action

Chief Officer

Report No.	Report Title	Presented by:
4.3	IJB Directions 2017/18	Eibhlin McHugh

Executive Summary of Report

The purpose of this report was to introduce a draft version of the 2017-18 Directions to be issued by the IJB to Midlothian Council and NHS Lothian.

The report explained that the Directions were intended to provide greater clarity about the key changes which need to be made during 2017-18 in the delivery of health and care services in Midlothian, and should be considered alongside the Strategic Plan 2016-19 and the Delivery Plan 2017-18.

Summary of discussion

The Board, having heard from the Chief Officer, who responded to Members questions, discussed the topics covered in the Directions in particular, the involvement of the third sector, the provision of pan-lothian services and health inequalities.

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Decision

The Board:

- **Noted the current position on the development of the IJB's Directions;**
- **Noted that the Directions would flow from the IJB's agreed Strategic Plan;**
- **Agreed to delegate the authority to (i) finalise the detail in terms of financial information and performance data related to each Direction; and (ii) issue the Directions for 1st April 2017 to the IJB's Chief Officer;**
- **Agreed to receive a further report detailing the Directions issued by the Chief Officer; and**
- **Agreed that a summary paper be provided to ensure there is no dubiety about the key changes which need to be made**

Action

Chief Officer

Report No.	Report Title	Presented by:
4.5	Chief Officer's Report	Eibhlin McHugh

Executive Summary of Report

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

Summary of discussion

Having heard from the Chief Officer and the Head of Healthcare, Midlothian Council, the Board acknowledged that the development that from 1 April 2017, no further Midlothian patients would be admitted to Liberton Hospital for post-acute rehabilitative care, marked an important milestone in achieving the IJB's stated aim of rebalancing care from acute to community settings.

Decision

After further discussion, the Board:

- **Noted the issues outlined in the report.**

Report No.	Report Title	Presented by:
4.6	Midlothian Integration Joint Board – Publication Scheme	Eibhlin McHugh

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Executive Summary of Report

The purpose of this report is to confirm the requirement of the Midlothian Integration Joint Board to adopt and maintain a publication scheme under the Freedom of Information (Scotland) Act 2002 which has the approval of the Scottish Information Commissioner and further to publish information in accordance with the scheme.

Decision

The Board, having heard from the Chief Officer, agreed:

- **To note the requirement to adopt and maintain a publication scheme under the Freedom of Information (Scotland) Act 2002;**
- **To delegate and instruct the Chief Officer to prepare the Midlothian Integration Joint Board publication scheme in line with the Model Publication Scheme prescribed by the Information Commissioner for Scotland;**
- **To delegate and instruct the Chief Officer to submit this scheme to the Information Commissioner for Scotland for formal approval; and**
- **To delegate and instruct the Chief Officer to submit information to the Information Commissioner in line with the requirements under Freedom of Information commencing in April 2017.**

Action

Chief Officer

5. Date of next meeting

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

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| • Thursday 20 th April 2017 | 2pm | Midlothian Integration Joint Board |
| • Thursday 25 th May 2017 | 2pm | Development Workshop |
| • Thursday 15 th June 2017 | 2pm | Midlothian Integration Joint Board |

The meeting terminated at 3.42pm.