

Midlothian Integration Joint Board

Midlothian Integration Joint Board
Thursday 8 February 2024
Item No 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday, 21 December 2023	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

Connor McManus (Chair)	Cllr Kelly Parry	Cllr Pauline Winchester
Cllr Derek Milligan	Andrew Fleming (NHS Lothian)	Angus McCann (NHS Lothian)

Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Wanda Fairgrieve (Staff side representative)
Grace Chalmers (Staff side representative)	Joan Tranent (Chief Social Work Officer)	Fiona Stratton (Chief Nurse)
Claire Ross (Chief AHP)	Wanda Fairgrieve (Partnership Representative, NHS)	Magda Clark (Third Sector Representative)
Keith Chapman (User Representative)		

In attendance:

Gill Main (Integration Manager)	Nick Clater (Head of Adult & Social Care)	Grace Cowan (Head of Primary Care and Older Peoples Services)
Elouise Johnstone (Programme Manager for Performance)	Jake Murray (Assistant Strategic Manager, NHS)	Emma-Jane Gunda (Assistant Strategic Programme Manager)
Jim Sherval (Public Health Consultant, NHS)	Fiona Kennedy (Service Manager – Health and Social Care)	Gary Leadbetter (Democratic Services Officer)
Hannah Forbes (Assistant Democratic Services Officer)		

Apologies:

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1. Welcome and Introductions

Councillor McManus, the Chair, welcomed everyone to this virtual Meeting of the Midlothian Integration Joint Board (MIJB). The Chair welcomed Claire Ross, Chief AHP, and Magda Clark, Third Sector Representative, who recently joined the Board.

Claire Ross and Magda Clark each briefly introduced themselves to the Board.

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. Minute of Previous Meetings

- 4.1 The Minutes of the Meeting of the MIJB held on 24 August 2023 and the Special Meeting of the MIJB held on 21 September 2023 were submitted for approval and agreed as a correct record, subject to the following amendments being made to the Minute of 24 August 2023:

On page 7 of the Minute, correct the wording around significant overspend from “the data from NHS Lothian is 3 months in arrears and a new IT system should provide updated data in September” to “that normally prescribing data is received by NHS Lothian 2 months in arrears. At Quarter 1 for 2023/24 prescribing there was only estimated data made available to NHS Lothian due to issues implementing a new national IT system. More information will be provided in September.”

On page 12, correct the wording around Angus McCann’s question so that it reads “Angus asked about the degree of mitigation the forecast provided. Claire advised there is a historic trend where there is an initial high overspend forecast early in the year which gradually comes down during future forecasts but there are underlying significant financial pressures.”

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Magda Clark, noted that the organisation they work for is Midlothian TSI, it does not have the word association in it. It was agreed that this would also be removed from the Minute.

- 4.2 The Minutes of the Meetings of the MIJB Strategic Planning Group held on 28 September 2023 and 26 October 2023 were submitted and noted.
- 4.3 The Minutes of the Meetings of the MIJB – Audit and Risk Committee held on 28 June 2023, 7 September 2023 and 23 November 2023 were submitted and noted.

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>5.1 Chair's Update - Presented by Connor McManus and Chair and New Members Report</p> <p>Morag Barrow, Chief Officer, explained that two voting members on the MIJB – Audit & Risk Committee (A&R) were required to be Elected Members who sat on the MIJB. Councillor Milligan confirmed they were happy to sit on the MIJB – A&R going forward, which will allow the A&R Committee to be quorate.</p> <p>The Chair presented the Chair's update noting that the recent MIJB Development Session was productive and spoke to how discussions that occurred will formulate into the MIJB's Strategic Plans in 2025.</p> <p>The Chair also noted that the MIJB Strategic Planning Group (SPG) Chair will be moving on and questioned if Gill Main, Integration Manager, had any further information on this. Gill Main explained that it is a Board decision as to who is appointed as the new Chair of the SPG and that they are expected an update and confirmation on developments in the new year.</p> <p>Chair and New Members Report</p> <p>This report provides information about non-voting member appointments to the Midlothian IJB and seeks the Board's formal endorsement of them. This report also</p>	<ul style="list-style-type: none"> • Councillor Milligan to sit as a member of the MIJB – Audit & Risk Committee. • Recommendations in the Chair and New Members Report approved. 		

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<p>provides information in relation to required changes to the membership of the MIJB-A&R.</p> <p>Board Members are asked to:</p> <ul style="list-style-type: none"> • Endorse the nominations for non-voting members of the MIJB. • Review and approve the membership of the MIJB – A&R. • Welcome existing and new colleagues to the MIJB. <p>The Chair moved a nomination for Councillor Milligan to sit on the MIJB - A&R and this was seconded by Councillor Winchester. Councillor Milligan accepted.</p>			
<p>5.2 Chief Officers Report – Presented by Morag Barrow, Chief Officer</p> <p>Morag Barrow, Chief Officer, presented the Chief Officer’s Report which sets out the key strategic updates for MIJB. Board Members are asked to note the content of the report.</p> <p>Morag Barrow noted that:</p> <ol style="list-style-type: none"> 1. The health system is very busy, as it always is in winter, which is a significant impact in terms of health & social care out in the partnerships. 2. There are three elements where the Midlothian team have excelled recently: <ol style="list-style-type: none"> a. Strategic Joint Inspection from Care Inspectorate and Health Care Improvement Scotland. This was around integration and outcomes for physical disability and the evaluation of the 5 indicators were that of “good.” b. The Midlothian Community Respiratory Team and Midlothian Performance Team won a Scottish Healthcare Award. The work that won the award has been selected as a finalist for the Holyrood Digital Healthcare Awards. c. The publication of Midlothian end of life care project findings. <p>The Chair thanked Morag Barrow for the report, asked for the Board’s congratulations to be passed on to the team and opened the report up to questions.</p>	<ul style="list-style-type: none"> • Members noted the report. 	<ul style="list-style-type: none"> • Morag Barrow 	

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<p>Angus McCann, NHS Lothian, in relation to the GP resilience planning section of the report, queried about the activity in primary care remaining high in comparison to other HSCPs and the drivers which have led to reductions in acute ad hoc prescriptions through the new collaborative project between GP practices and pharmacotherapy teams. Morag Barrow explained, in relation to the first query, explained that one of the management GPs is currently looking at this. Morag Barrow explained that it may be that Midlothian's GPs are working harder or it could be that they are seeing people more often, which may either be a good or bad thing. The data is being drilled down into to understand this better, and that more detail can be provided to the Board following this. Morag Barrow also spoke to the strong engagement with GP practices in terms of their resilience planning. In relation to the second query, Morag Barrow explained there is strong delivery in terms of working with GP practices around efficiency savings, whilst there is also an excellent pharmacy lead. Morag Barrow noted that Midlothian is leading the way in terms of achievement of efficiency savings around pharmacology within Lothian. Morag Barrow also noted that funding is provided for one management GP session a week to work on this. Morag Barrow further explained that prescribing costs and volume issues are a continuing pressure.</p> <p>Keith Chapman, User Representative, queried if there are principles that arise from this integration that can be spread across the rest of the team and, in relation to the GP resilience planning and musculoskeletal therapy, questioned if there was a good equitable spread across SIMD data groups. Morag Barrow noted that learning has been shared and there is work being undertaken to look at how this can be spread across teams. In terms of the SIMD data, Morag explained that they do not have this data but can investigate it and bring this back. Claire Ross, Chief AHP, explained that a relationship is being developed with the public health analyst within NHS Lothian, which will help segment the waiting list population using SIMD data.</p> <p>Andrew Fleming, NHS Lothian, raised a query in relation to the system being "hot" and, in relation to the Third Sector Summit, asked for more information on financial inclusion work and engagement with the third sector. In relation to the first query, Morag Barrow explained that historically summer used to be quieter and winter</p>			

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<p>busier, however this gap no longer exists, although winter does get busier. Morag Barrow noted that a rise in flu and COVID levels in the community is being seen, coupled with workforce challenges although all areas prepare winter plans. High attendances have also been seen at the emergency department over the preceding two to three weeks, which has resulted in Grace Cowan, Head of Primary Care and Older People's Services, attending acute services silver command meeting and contributing to how joint work can help to support flow and release of beds. Morag Barrow also noted that Grace Cowan's team and the wider senior management team have been meeting in a daily resilience call to understand the situation and contribute to supporting the bigger system pressures. Morag Barrow further spoke to attendances at the emergency department. Gill Main, in relation to the query around the Third Sector Summit, noted that this was a helpful meeting and welcomed the Board Members attendance at these which will be bi-annual. Gill Main spoke to the benefits of the discussions occurring at the Summit. Nick Clater, Head of Adult and Social Care, in relation to income maximisation, explained that the Council has a welfare rights service and the income maximisation outcomes are positive. Nick Clater also noted that the Council has a large contract arrangement with Citizens Advice Bureau, noting that between the two organisations the output is strong, although appreciated there is more that can be done. Nick Clater highlighted that one of the main ongoing issues is the complexity of the benefits system. Magda Clark offered to forward the minute of the previous Third Sector Summit, alongside presentations that were given.</p> <p>Magda Clark, in relation to the point around SIMD raised by Keith Chapman, stated that it would be useful to see whether the rural areas are also served equally well.</p>			
<p>5.3 MIJB Interim Chief Finance Officer Arrangements – Presented by Morag Barrow, Chief Officer</p> <p>Morag Barrow, Chief Officer, presented the report. This report is provided for the Midlothian Integration Joint Board (IJB) on the proposals for the recruitment of the Chief Finance Officer / Section 95 Officer.</p>	<ul style="list-style-type: none"> Recommendations in the report approved. 	<ul style="list-style-type: none"> Morag Barrow 	

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<p>Board Members are asked to:</p> <ul style="list-style-type: none"> Accept the resignation of Claire Flanagan as Chief Finance Officer. Agree to the interim arrangements of Chief Finance Officer / Section 95 Officer. Note the arrangements for the IJBs Chief Finance Officer from 1 April 2024 with further updates at a future IJB meeting. <p>It was noted that from 1 April 2024, the permanent replacement of Chief Finance Officer / Section 95 Officer for the IJB will be provided by Midlothian Council. The Council's Chief Finance Officer will also fulfil the Chief Finance Officer role to the IJB.</p>			
<p>5.5 MIJB Finance Q2 Update – Presented by David King, Interim Chief Financial Officer</p> <p>David King, Interim Chief Finance Officer, noted that it would be beneficial to take Item 5.5 before Item 5.4, which the Chair approved. David King presented the report. This paper lays out the Midlothian Integration Joint Board's (IJB) quarter 2 year-end financial forecast for 2023/24, information for which has now been provided by the IJB's partners. This shows a total projected overspend in 2023/24 of £8.6m, the quarter 1 forecast showed an overspend of £7.8m. This is based on the month 6 position, and it should be noted that the IJB's partners' management teams have been and continue to develop recovery plans to manage this position. The paper also considers the current position of the IJB's reserves and notes that the general reserve is now at its agreed minimum value, that is 2% of the IJB's turnover. The IJB's Annual Accounts for 2022/23 have now been approved by the IJB's Audit and Risk committee.</p> <p>Board Members are asked to:</p> <ul style="list-style-type: none"> Note the output from the Quarter 2 report. Note the current position of the IJB's reserves. Note the 2022/23 Annual Accounts have now been approved. <p>The Chair thanked David King for the report and opened it up to questions.</p>	<ul style="list-style-type: none"> Members noted the report. 		

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<p>Angus McCann raised a question in relation to recovery plans and the success in savings plans underway. Morag Barrow stated that there are plans in place to get a breakeven budget for this year, although the position has deteriorated. In terms of actions through recovery actions, two actions the IJB supported were not providing the extra care element for Normandy Court, which is in place, and a move to 70/30% of external to internal care at home, which is also taking place. Morag Barrow stated that the biggest challenges are around prescribing and the set aside budget and from a social care perspective it is around our statutory obligation in relation to the resource panel. Morag Barrow explained that they are confident, from the end of year position from this year's perspective, that this will be brought down. Morag Barrow spoke to the work being done this year and provided assurances that everything that can be done is being done, although appreciated that difficult choices will need to be brought back to the IJB.</p> <p>Keith Chapman raised a question in relation to predictions of overspend. Morag Barrow explained that the bigger overspends are around the resource panel, which is older people's care and learning disability. Morag Barrow noted that there are a few things that impact on this, such as population increases in some of these areas, transitions that come through from social work services and internal infrastructure. David King explained that all IJBs in Lothian have commissioned work around this, including looking at what should be included and not.</p> <p>Magda Clark queried whether the third sector could take part in workshops regarding efficiencies, or whether this is operational. Morag Barrow explained that the workshops are operational and have started already, but is happy to touch base with Magda and have a conversation around this.</p>			
<p>5.4 MIJB Medium-Term Financial Plan – Presented by David King, Interim Chief Financial Officer</p> <p>David King, Interim Chief Finance Officer, presented the report. The Midlothian Integration Joint Board (IJB) is required to prepare a medium-term financial plan. The IJB's partners have now provided the IJB with their own financial plans for the period 2024/25 to 2028/29, and this information allows the IJB to build its own forecast. This</p>	<ol style="list-style-type: none"> 1. Members noted the report. 2. Workshops / Briefings on budgetary concerns and aspects to be set 	<ol style="list-style-type: none"> 1. 2. Morag Barrow / Councillor McManus / 	

Report Title/Summary						Decision	Action Owner	Date to be Completed/Comments
shows: -						once the financial settlement is known.	Democratic Services	
Summary	£000's	£000's	£000's	£000's	£000's			
Health	(4,838)	(6,265)	(7,529)	(8,856)	(10,257)			
Social Care	(7,724)	(9,995)	(12,302)	(14,647)	(17,030)			
Total	(12,562)	(16,260)	(19,831)	(23,503)	(27,287)			
These values being overspends.								
It is important to note that this is a forecast based on an initial review. There is no impact of management actions in this position nor any further funding that may be made available. That said, the overall position is clear and the IJB will now, working closely with its partners, have to develop a series of recovery plans to bring it back into a balanced financial position.								
Board Members are asked to:								
<ul style="list-style-type: none">Note the forecast position from 2024/25 to 2028/29.Consider the assumptions underlying this forecast.Support the development of a recovery programme.								
David King stated that it would be beneficial to find a time to have a workshop, perhaps in February, to discuss these matters more fully, including looking at how the situation was arrived at as well as what they proposals are and if they add up to what the pressure is and if they fit into the strategic objectives.								
The Chair thanked David King for the report, welcomed a workshop, and opened it up to questions.								
Andrew Fleming queried whether more than one workshop was required. Andrew Fleming, in relation to demography as a category, noted that Midlothian is facing a population increase and considering this questioned what the impact of moving to a flat-cash position would be. David King explained that there are anxieties around the cash settlement and that there are conversations ongoing around this.								

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<p>Councillor Parry added a note of caution around tabling the workshops/briefing, as the Council has not yet found out its financial settlement and the funding floor may not be set until 17 January 2024. Councillor Parry also noted that there is no guarantee around the population increase, but they have heard positive news on this.</p> <p>The Chair stated that setting workshops will be taken away as an action.</p>			
<p>5.6 Scheme of Publication Review – Presented by Gill Main, Integration Manager</p> <p>Gill Main presented the report. The Midlothian Integration Joint Board (IJB) is required to produce a Publication Scheme under The Freedom of Information (Scotland) Act 2002 (the Act). The Act requires Scottish public authorities to provide members of the public with the information that is held by the IJB, and to produce and maintain a publication scheme. Integration Authorities are under a legal obligation to publish the classes of information that they routinely make available, how this information can be accessed, and whether information is available free of charge or on payment.</p> <p>Midlothian IJB adopted the Model Publication Scheme produced and approved by the Scottish Information Commissioner in 2017. The requirements of the Model Publication Scheme were updated by the Scottish Information Commissioner's Office (ICO) in 2021. The Midlothian IJB Publication Scheme 2023 'Guide to Information' is an update and reworking of the Midlothian IJB Scheme of Publication. This update brings the publication scheme in line with the revised Scottish Information Commissioner Model Publication Scheme.</p> <p>The document supports Midlothian IJB to meet other relevant statutory obligations such as the Freedom of Information (Scotland) Act 2002 and Equality Act 2010/Public Sector Equality Duties. The Midlothian IJB Audit and Risk Committee reviewed the proposed Publication Scheme 2023 'Guide to Information' alongside a completed Equality and Children's Right Impact Assessment on Thursday 7th December and recommended this to the Board for approval.</p>	<ol style="list-style-type: none"> 1. Recommendations in the report approved. 2. Tidy up spelling and error as outlined in the report title/summary section of this minute. 	<ol style="list-style-type: none"> 1. 2. Gill Main 	

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<p>Board Members are asked to:</p> <ul style="list-style-type: none"> Review the proposed Midlothian IJB Scheme of Publication and accompanying Equality and Children's Right Impact Assessment. Note the recommended actions resulting from the Impact Assessment. Agree to adopt the proposed Midlothian IJB Scheme of Publication. Grant delegated authority to the Integration Manager to inform the Scottish Information Commissioner. <p>The Chair thanked Gill Main for the report and opened it up to questions.</p> <p>Angus McCann asked that, if this is to be formally published, the following be tidied up:</p> <ul style="list-style-type: none"> Page 106 – correct spelling on “open government license.” Page 108 – look at the “table of contents – error! Bookmark not defined.” 			
<p>5.7 MIJB Performance Report – Presented by Elouise Johnstone, Performance Manager</p> <p>Elouise Johnstone presented the report. The purpose of this report is to update the IJB on progress towards the IJB performance goals set for the financial year 2022/23. Due to the processes required to validate these data, the full reporting year is almost complete for all indicators.</p> <p>Board Members are asked to:</p> <ul style="list-style-type: none"> Note the performance against the IJB Improvement Goals for 2023/24. Confirm the process for examination / publication of Local Improvement Goal process measure data. <p>The Chair thanked Elouise Johnstone for the report and opened it up to questions, of which there were none.</p>	<ul style="list-style-type: none"> Recommendations in the report approved. 	<ul style="list-style-type: none"> Elouise Johnstone 	

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<p>5.8 Public Health Prevention Update (verbal) – Presented by Jim Sheval, Public Health Consultant</p> <p>Jim Sherval, Public Health Consultant, shared a presentation and presented a verbal update. Jim Sherval explained that the deputy director, Ashley Goodfellow, has been working on a prevention paper on a more comprehensive look at prevention. Jim Sherval spoke to some of the prevention measures in public health that have been brought in, and some of the difficulties around prevention.</p> <p>The Chair thanked Jim Sherval for the update and opened it up to questions.</p> <p>Andrew Fleming raised a query in relation to timescales around return of investment on preventative measures. Jim Sherval stated that there are different estimates to this and some of these are about efficiencies that have already been made. Jim Sherval stated that they would provide more information on this.</p> <p>Councillor Winchester asked if the multimorbidity rate is 24% in Scotland is rising or decreasing. Jim Sherval confirmed that this is rising and that some of this is driven by health issues such as diabetes.</p> <p>Keith Chapman, in relation to difference between the healthy life expectancy and life expectancy that generates cost, queried if there was some way to target this better to achieve maximum financial efficiency. Jim Sherval stated that the SIMD is a useful indicator for identifying certain areas where there is deprivation yet appreciated that this does not capture everyone in difficulty, noting that there are other sources to help triangulate information around deprivation which the SIMD may not capture. This then allows better targeting of support and use of resource.</p>	<ul style="list-style-type: none"> Members noted the update. 		
<p>5.9 Integrated Assurance Report – Presented by Fiona Stratton, Chief Nurse</p> <p>Fiona Stratton, Chief Nurse, presented the report. This report is presented to provide Midlothian Integration Joint Board (IJB) with assurance around the processes in place to</p>	<ul style="list-style-type: none"> Members noted the report. 		

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<p>deliver clinical and care governance and risk and resilience management by the Midlothian Health and Social Care Partnership. The report confirms that the Partnership's structures and processes for risk management, resilience and major incident planning address the requirements of Midlothian Council and the Lothian NHS Board. This includes the maintenance of the Partnership's Risk Register and processes which support the appropriate escalation of identified risks.</p> <p>Board Members are asked to:</p> <ul style="list-style-type: none"> • Discuss and approve the contents of this report. <p>The Chair thanked Fiona Stratton for the report and opened it up to questions.</p> <p>Keith Chapman raised a query in relation to learning from adverse events and complaints and wondered if the external review was statutory or voluntary. Fiona Stratton stated that the review had come out of the reference group and learning is extended. Decisions around Level 1 External Reviews are driven by NHS Lothian adverse events policy and procedure and relate to the level of harm. Fiona Stratton provided assurances on the systems around this.</p> <p>Angus McCann asked if something could be done in a RAG format when the report is brought back so previous quarters can be looked at for comparison. Fiona Stratton confirmed that this could be done and would be happy to pick this up offline with Angus.</p>			
<p>5.10 Midlothian Drug & Alcohol Deaths – Presented by Nick Clater, Head of Adult Services</p> <p>Nick Clater, Head of Adult and Social Care, presented the report explaining that they were going to share a presentation but for the purposes of expedience would not and that this could instead be circulated.</p> <p>Midlothian and East Lothian Drugs and Alcohol Partnership (MELDAP) is the local Alcohol and Drugs Partnership (ADP).</p>	<ol style="list-style-type: none"> 1. Members noted the report. 2. Share information around age range in relation to drug deaths. 	<ol style="list-style-type: none"> 1. 2. Nick Clater 	

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<p>MELDAP aims include:</p> <ul style="list-style-type: none"> • Reduce the harm to individuals and promote recovery from substance use • Protect children and young people from the effects of parental substance use • Promote early intervention to prevent the harmful use of alcohol and drugs • Develop high quality services responsive to the changing needs of people who use and need our services. <p>This report highlights pertinent areas relating to Drug Misuse and Alcohol Specific Deaths in Midlothian for 2022, to accompany a presentation for Board consideration.</p> <p>The Chair thanked Nick Clater for the report and opened it up to questions.</p> <p>Councillor Winchester queried if information on the age range of drug deaths is collected. Nick Clater confirmed that this is collected and that they thought there had been a briefing on this but would check this. Nick Clater stated that the age range is higher than it was previously, so long-term substance users are living longer and would share more information on this.</p> <p>Andrew Fleming raised a question in relation to how MAT standards are developed and evaluated. Nick Clater stated that this is a Scottish Government set of standards, stating that they are rigorous and there is a lot of reporting on this. Nick Clater stated that they can provide more information on this at a later date.</p>			
<p>5.11 Annual Alcohol and Drug Partnership Report – Presented by Nick Clater, Head of Adult Services</p> <p>The Chair stated that, in the interest of time, if there are questions of substance in relation to Items 5.11, 5.12 and 5.13 that these be raised with Nick Clater outside of the meeting. Nick Clater confirmed they are happy to take questions outside of the meeting.</p> <p>It was agreed that as Items 5.11, 5.12 and 5.13 were for noting that they would not be</p>	<ol style="list-style-type: none"> 1. Members noted the report. 2. Questions to be picked up outside of the meeting. 	<ol style="list-style-type: none"> 1. 2. Nick Clater 	

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spoken to. The Chair queried whether Nick Clater had anything in particular they wished to raise in relation to any of these Items, which Nick Clater noted that they would raise something in relation to Item 5.13.			
5.12 Community Payback Order Report – Presented by Nick Clater, Head of Adult Services See notes under 5.11.	1. Members noted the report. 2. Questions to be picked up outside of the meeting.	1. 2. Nick Clater	
5.13 East Lothian and Midlothian Adult Public Protection Team Report – Presented by Nick Clater, Head of Adult Services See notes under 5.11. Nick Clater noted that there is an adult protection inspection expected and due in early 2024 and preparations were being made for this.	1. Members noted the report. 2. Questions to be picked up outside of the meeting.	1. 2. Nick Clater	

6. Private Reports

No items for discussion.

7. Any Other Business

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

8. Date of Next Meeting

The next meetings of the Midlothian Integration Joint Board will be held on:

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- MIJB Development Session - Thursday, 18 January 2024, 14:00 – 16:00.
- MIJB – Thursday, 8 February, 14:00 – 16:00.

(Action: All Members to Note)

The meeting terminated at 16:04pm.