

Midlothian Integration Joint Board

Midlothian Integration Joint Board
Thursday 17 June 2021
Item No 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 8 April 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

Cllr Catherine Johnstone (Chair)	Carolyn Hirst (Vice Chair)	Mike Ash
Cllr Jim Muirhead	Angus McCann	Cllr Derek Milligan
Cllr Pauline Winchester		

Present (non-voting members):

Morag Barrow (Chief Officer)	Alison White (Chief Social Work Officer)	Claire Flanagan (Chief Finance Officer)
Hamish Reid (GP/Clinical Director)	Wanda Fairgrieve (Staff side representative)	James Hill (Staff side representative)
Keith Chapman (User/Carer)	Fiona Huffer (Head of Dietetics)	Lesley Kelly

In attendance:

Grace Cowan (Head of Primary Care and Older Peoples Services)	Jill Stacey (Chief Internal Auditor)	Lois Marshall (Assistant Strategic Programme Manager)
Mairi Simpson (Integration Manager)	Jock Encombe	Gordon Aitken (Clerk)

Apologies:

Tricia Donald		
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1. Welcome and introductions

The Chair, Councillor Catherine Johnstone, welcomed everyone to this virtual Meeting of the Midlothian Integration Joint Board. She advised that this would be the last meeting to be attended by Mike Ash and on behalf of the MIJB expressed their appreciation of his invaluable input over several years.

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 Meeting of the Midlothian Integration Joint Board held on 11 February 2021 and Special Meeting of the Midlothian Integration Joint Board held on 11 March 2021 were submitted and approved as a correct record.

4.2 The Minutes of the MIJB Audit and Risk Committee held on 3 December 2020 were submitted and noted.

4.3 The Minutes of Meeting of the MIJB Strategic Planning Group held on 20 January 2021 were submitted and noted.

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
5.1 Chief Officers Report This paper set out the key service pressures and service developments happening across Midlothian IJB over the previous month and looked ahead to the	To note the issues and updates arising from the Chief Officers Report.	Chief Officer	

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<p>following 8 weeks.</p> <p>The report highlighted that as of 29 March 2021, there were 38,257 residents in Midlothian who had received their first dose of the COVID vaccine which equated to 51% of all adults in Midlothian. This included priority staff groups. There were two vaccine sites in Midlothian; Midlothian HSCP operate a clinic from Midlothian Community Hospital and NHS Lothian operate a mass vaccination site in Gorebridge which opened on 18 March 2021.</p> <p>All Care homes in Midlothian had now received both doses of the COVID vaccine for residents and staff. New residents and staff were being vaccinated through an ongoing vaccination programme.</p> <p>The Board in considering the Chief Officer's report made particular reference to the issues connected to the level of Did Not Attend appointments and the measures that were being taken to address this.</p> <p>It was also noted that further consideration would be given to the concerns of those people who had received an adverse reaction to their first jag and were as a result wary of receiving a second jag.</p>			
<p>5.2 Midlothian Public Engagement Strategic Statement</p> <p>The report advised that Community engagement was both good practice and a legislative requirement for</p>	<p>To approve in principle, the Midlothian Public Engagement Strategic Statement subject to further consideration of some of the specific wording included.</p>	<p>Mairi Simpson</p>	<p>Ongoing</p>

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<p>Midlothian Integration Joint Board (IJB) and Health & Social Care Partnership (HSCP).</p> <p>There were many positive examples of community engagement within the Partnership in Midlothian and the draft strategic statement appended to the report was designed to state the Midlothian IJB and HSCP's intent around community engagement and provide a helpful framework for the HSCP planning groups.</p> <p>There then followed a general discussion during which it was agreed that whilst the document was extremely helpful, that the wording used be given further consideration in line with various comments made.</p>			
<p>5.3 Midlothian IJB Local Code of Corporate Governance</p> <p>The purpose of this report was to propose that the revised Local Code of Corporate Governance of the Midlothian Health and Social Care Integration Joint Board (MIJB), that provided the framework for the governance arrangements for delivering health and social care integration in Midlothian, be approved by the MIJB Board, following it being scrutinised and recommended for approval by the MIJB Audit and Risk Committee.</p>	<p>(a) To note the changes outlined within the report;</p> <p>(b) To approve the revised Local Code of Corporate Governance as detailed within an Appendix to the report for the Midlothian Health and Social Care Integration Joint Board (MIJB); and</p> <p>(c) To note that the revised MIJB Local Code would be used for the 2020/21 annual assurance process. This would include the annual review of the MIJB's governance arrangements and reporting of the outcome of that review in an Annual Governance Statement within the statutory accounts</p>	Jill Stacey	

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<p>5.4 Equalities Outcomes and Mainstreaming Report 2021-2023</p> <p>The purpose of this report was to provide an update on the development of the new equalities outcomes and provides a Mainstreaming and Equalities Outcomes report.</p> <p>The report advised that in order to meet the obligations placed on public bodies by the Equality Act 2010 and associated regulations the Integration Joint Board must</p> <ul style="list-style-type: none"> publish a set of equality outcomes which it considered would enable the authority to better perform the Public Sector Equality Duty publish a report on progress in mainstreaming the Equality Duty publish in a manner that was accessible <p>Updates on the development of the new Equalities Outcomes were provided at the November IJB meeting, and at the IJB meeting in February 2021.</p> <p>This report updated the group on the final proposed Equalities Outcomes and provided a report on progress on, and future actions to support mainstreaming the Equality.</p>	To approve the Equalities Outcomes for 2021-2025 and approve the Mainstreaming report	Lois Marshall	
<p>5.5 Midlothian IJB Direction: Falls</p> <p>The purpose of the report was to provide a proposal for an additional Direction following discussion at the IJB meeting on 11th February 2021 on the Midlothian</p>	To approve the proposed addition of a new Direction to NHS Lothian and Midlothian Council on Falls.	Lois Marshall	

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<p>Falls and Fracture Prevention Action Plan 2020 - 2022.</p> <p>The report advised that Midlothian IJB Directions had been reviewed and agreed in October 2020 and continued to be operationalised. An update on progress towards each Direction was provided to the Midlothian IJB in December 2020 and an update on progress to end March 2021 and suggested revisions would be presented at the next IJB meeting - June 2021.</p> <p>This report included a proposal for an additional Direction following discussion at the IJB meeting on 11 February 2021 on the Midlothian Falls and Fracture Prevention Action Plan 2020 - 2022.</p>			
<p>5.6 Financial Update - Formal Budget Offer from NHS Lothian to the IJB for 2021/22</p> <p>The purpose of this report was to present the Board with the formal 2021/22 budget offer from NHS Lothian for consideration. The budget offer from Midlothian Council was accepted back at the March meeting of the IJB. The formal offer for 2021/22 was summarised within the report with the full offer letter attached as an Appendix</p> <p>Claire Flanagan was heard in amplification of the report and responded to Members questions and comments.</p>	To accept the budget offer from NHS Lothian.	Claire Flanagan	

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<p>5.7 Midlothian Integration Joint Board Complaints Handling Procedure</p> <p>The report advised that Midlothian Integration Joint Board (IJB) was committed to valuing complaints and therefore requested Midlothian IJB members to consider the Complaint Handling Procedure and public facing document which was appended to the report and make a decision on its approval, or a process for approval.</p> <p>Midlothian IJB was required to implement a Complaints Handling Procedure that met the current requirements of the Scottish Public Services Ombudsman (SPSO). The SPSO published a revised Model Complaints Handling Procedures (MCHPs) for all sectors (except the NHS). Public bodies were required to implement the revised MCHPs by 1 April 2021.</p> <p>Mairi Simpson was heard in amplification of the report and responded to Members questions and comments.</p>	To approve the Draft Midlothian Integration Joint Board Complaints Handling Procedure.	Mairi Simpson	
<p>5.8 Midlothian IJB Induction Handbook</p> <p>The purpose of the report was to provide an update on the development of an Induction Handbook for new board members.</p>	To approve the proposed Induction Handbook	Lois Marshall	

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<p>The report advised that the Scottish Government publication 'On Board - a guide for board members of public bodies in Scotland 2017', highlighted that "Induction programmes, events and material should be a standard feature, with a public body providing information on a range of topics, e.g. policies, procedures, roles, responsibilities, rules and key personnel"</p> <p>The Scottish Government Guidance on Roles, Responsibilities and Membership of the Integration Joint Board, 2015 states that "All members should receive an induction; as a minimum this should cover the member's specific post requirements, roles, responsibilities and policies".</p> <p>This handbook had been developed to support a comprehensive and effective induction process in line with best practice guidance. The handbook covered a range of areas and relevant policies, including the roles and responsibilities of all board members, and the expenses policy to support volunteer board members.</p>			
<p>5.9 Update to the IJB Improvement Goals</p> <p>The purpose of the report was to provide an update on progress towards achieving the current IJB performance goals, highlight that the target deadline was now historic for several goals, and recommend changes to the IJB Improvement Goals.</p>	<p>(a)To note that several of the IJB Improvement Goals had milestone targets during 2020 and whilst several had been achieved or demonstrated improvements, this was in part due to the system response to the COVID19 pandemic;</p>	All to note	

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Both Grace Cowan and Morag Barrow were heard in amplification of the report after which there was a general discussion on these matters.	<p>(b)to agree the recommendation to amend specific Improvement Goals which considered the progress made towards the goals and the ability of the system to achieve the new goals during recovery from the COVID19 Response;</p> <p>(c)To agree the proposal that further detail was presented to the IJB on specific goals which would assist with monitoring progress towards the goal; and</p> <p>(d)To otherwise agree to the recommended changes to the goals described within the report.</p>	<p>All to note</p> <p>All to note</p> <p>All to note</p>	
<p>5.10 Midlothian Integration Joint Board Strategic Plan 2022-2025</p> <p>The purpose of the report was to provide an update on developing the new Strategic Plan 2022-2025.</p> <p>In order to meet the legal requirements of the Public Bodies (Joint Working) (Scotland) Act 2014, Midlothian Health & Social Care Partnership is required to publish a new Strategic Plan in 2022.</p> <p>A new vision and values were agreed by the IJB in December 2020 and Strategic Aims were agreed by the IJB in March 2021.</p> <p>The approved strategic aims had been discussed with planning leads in the Partnership to explore how they could be embedded across the new Strategic Plan.</p>	<p>(a)To note the update and key deadlines for development of the new Strategic Plan; and</p> <p>(b) That consideration of the future direction and longer term budget implications of the Strategic Plan form the basis for discussion at the next development session</p>	Lois Marshall	

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<p>The Planning leads would engage and consult with relevant services users, those who support service users, providers, carers, staff and partners in the development of their areas of the Strategic Plan. Support with engagement would be offered where required.</p> <p>Lois Marshall was heard in amplification of the report after which there was a general discussion on these matters.</p>			
<p>5.11 Midlothian Health and Social Care Partnership Contribution to NHS Lothian Re-mobilisation Plan</p> <p>The purpose of the report was to provide IJB Members with a summary of service developments and modifications to ensure that health and social care services were meeting the needs of Midlothian residents as safely and effectively as possible during the pandemic.</p> <p>Mairi Simpson was heard in amplification of the report and responded to Members questions and comments.</p>	To note the content of the report		

6. Private Reports

There were no private reports for consideration at this meeting.

7. Date of next meeting

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

- Thursday 13 May 2021 2pm Development Workshop
- Thursday 17 June 2021 2pm Midlothian Integration Joint Board

(Action: All Members to Note)

The meeting terminated at 3.45 pm.