

Midlothian Integration Joint Board

Midlothian Integration Joint Board
Thursday 13 October 2022
Item No 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 25 August 2022	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

Carolyn Hirst (Chair)	Val de Souza	Jock Encombe
Angus McCann	Cllr Derek Milligan	Cllr Dianne Alexander (substitute for Cllr Colin Cassidy)
Cllr Connor McManus (substitute for Cllr Kelly Parry)		

Present (non-voting members):

Nick Clater (Head of Adult & Social Care)	Claire Flanagan (Chief Finance Officer)	Fiona Stratton (Chief Nurse)
Johanne Simpson (Medical Practitioner)	Rebecca Green (Clinical Director)	Grace Chalmers (Staff side representative)
Wanda Fairgrieve (Staff side representative)	Hannah Cairns (Allied Health Professional)	Keith Chapman (User/Carer)
Miriam Leighton (Third Sector)		

In attendance:

Cllr Willie McEwan	Nadin Akita	Sandy Watson (Lead Pharmacist)
Grace Cowan (Head of Primary Care and Older Peoples Services)	Gill Main (Integration Manager)	Elouise Johnstone (Programme Manager for Performance)
Roxanne King (Executive Business Manager)	Fiona Cadogan (Assistant Strategic Manager)	Mike Broadway (Clerk)

Apologies:

Cllr Colin Cassidy (Vice Chair)	Cllr Kelly Parry	Cllr Pauline Winchester
Cllr Stuart McKenzie (Proxy Member)	Morag Barrow (Chief Officer)	Joan Tranent (Chief Social Work Officer)

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1. Welcome and Introductions

The Chair, Carolyn Hirst, in welcoming everyone to this virtual Meeting of the Midlothian Integration Joint Board, expressed her thanks for all the support given to her during her time as Chair, this being her final meeting before she retired as an NHS Lothian Non-Executive Board Member. She also extended a warm welcome on behalf of the Board to Rebecca Green (Clinical Director) and Johanne Simpson (Medical Practitioner).

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 16 June 2022 were submitted and approved as a correct record.
- 4.2 The Minutes of Meeting of the MIJB Audit and Risk Committee held on 3 March 2022 were submitted and noted.
- 4.3 The Minutes of Meeting of the MIJB Strategic Planning Group held on 22 May 2022 were submitted and noted.

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
5.1 Chief Officers Report This report provided a summary of the key service pressures and service developments which had occurred during the previous months across health and social care as well as looking ahead at future developments.	Noted the issues and updates arising from the Chief Officers Report.		

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Having heard from Nick Clater (Head of Adult & Social Care) on behalf of the Chief Officer in amplification of the report, the Board discussed the winter flu and covid-19 booster vaccination roll out, drug-related death figures for Midlothian, which it was noted would be the subject of the September IJB Development Session, and demand for aids and adaptation.			
5.2 Chair's Update - Presented by Carolyn Hirst Carolyn Hirst thanked all those involved in the recent Induction Sessions and hoped that Board Members had found them helpful. With regards the governance documentation circulated by the Standards Officer in advance of the sessions, she encouraged Members to complete and return the necessary information as quickly as possible if they had not already done so, and if anyone was having any difficulties completing any of it to just ask as help was available. Carolyn conclude by reminding everyone about the upcoming Development Workshop session on 15 th September on the subject of substance use.	Noted the Chairs update	All To Note	
5.3 Membership of Integration Joint Board - Report by Mike Broadway, Clerk to the Board and presented by Carolyn Hirst, Chair The purpose of this report was to seek the Board's endorsement of nominations for NHS Lothian's non-voting members on the Midlothian Integration Joint Board.	(a) Agreed to endorse the NHS Lothian Board's nominations for non-voting members of the Midlothian Integration Joint Board; and (b) Welcomed existing and new colleagues to the Midlothian IJB.		

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<p>The report explained that at the NHS Lothian Board meeting on 3 August 2022 it was agreed that:-</p> <ul style="list-style-type: none"> • Dr Johanne Simpson who currently sits on the Midlothian IJB as a non-voting member and as the Board's nominated "...<i>registered medical practitioner</i> employed by the health board <i>and not providing primary medical services</i>" - be re-appointed for a second three-year term, from 2 October 2022 to 1 October 2025; and • Dr Rebecca Green who took up post as the new Clinical Director of the Midlothian HSCP from 18 July 2022 be appointed as a new non-voting member of the Midlothian IJB and specifically as the "...<i>registered medical practitioner whose name is on the list of primary medical services performers...</i>", to apply retrospectively from her date of appointment for a period of 3 years (18 July 2022 to 17 July 2025). 			
<p>5.4 Records Management Plan Update - Paper presented by Roxanne Watson, Executive Business Manager.</p> <p>With reference to paragraph 5.4 of the Minutes of 11 October 2018, there was submitted a report the purpose of which was to update Members on the required updates and recommendations for the IJB Record Management Plan. Following the completion of proposed amendments, the IJB Records Management Plan would be submitted to the Record Keeper for review and feedback. This would form part</p>	<p>(a) Approved the recommended updates as detailed in the report;</p> <p>(b) Noted the actions and agreed to review the completed Records Management Plan at a later meeting to allow the re-issue to the Records Keeper;</p> <p>(c) Agreed to receive quarterly updates on progress against the finalised action plan; and</p>		

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<p>of the action plan, progress against which would be communicated to the IJB.</p> <p>The report explained that the Public Records (Scotland) Act 2011 required IJBs to develop a Records Management Plan (RMP). The IJBs current RMP was submitted to the Records Keeper in 2018. Recommendations were received from the Records Keeper in 2019, but due to pressures relating to the Covid-19 pandemic, work in this area was put on hold.</p> <p>The Board, having heard from Executive Business Manager, Roxanne Watson who having taken Members through the recommended changes and actions, responded to Members' question and comments, acknowledged the importance of having an up-to-date Records Management Plan and proposed that rather than set up a separate local RMP planning group to provide further assurance on the governance of Records Management, the Strategic Planning Group be tasked with this role.</p>	<p>(d) Agreed that the Strategic Planning Group be tasked with providing further assurance to the governance of Records Management.</p>		
<p>5.5 Draft Annual Performance Report 2021-22 - Paper presented by Gill Main, Integration Manager.</p> <p>The purpose of this report was to update Members on the preparation, and proposed contents, of the draft Midlothian Annual Performance Report 2021/22, which would be presented to the October Board meeting for approval.</p>	<p>(a) Noted the proposed content of the Annual Performance Report;</p> <p>(b) Noted that work on how IJBs took assurance on Hosted and Set Aside Services was currently ongoing; and</p> <p>(c) Noted an invitation to the Strategic Planning Group to discuss a full draft on 14th September 2022.</p>		

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<p>The report advised that the Annual Performance Report provided information on the health and wellbeing of the people of Midlothian and an assessment of performance towards achieving the 9 National Health and Wellbeing Outcomes. It also described the financial performance of the IJB, and the quality of health and care services delivered during 2021-22.</p> <p>Integration Manager, Gill Main in speaking to the report provided the Board with a broad overview of the progress which had been made and thereafter responded to Members' questions and comments.</p> <p>The Board, in considering the draft Annual Performance Report, discussed the issue of Hosted and Set Aside Services and how assurance was taken so that they could be included within the Annual Performance Report (APR), it being noted that work was in progress to include content in relation to the services hosted within Midlothian. Pan-Lothian discussion to enable hosted services to consistently report disaggregated performance data for each HSCP area is underway, but currently not available. In relation to Set Aside Services, it was also noted that steps to establish regular, targeted reporting is underway, but it would not be possible to retrospectively report for the 2021-22 Annual Report. The draft 2021-22 APR would be reviewed in more detail at the September Strategic Planning Group meeting to which all Board Member would be invited.</p>			

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<p>5.5 Learning Disability Service Update - Paper presented by Nick Clater, Head of Adult Services.</p> <p>With reference to paragraph 5.6 of the Minutes of 9 December 2021, there was submitted a report the purpose of which was to provide an update on Learning Disability services within Midlothian Health and Social Care Partnership (MHSCP).</p> <p>The report summarised the key points arising out of the analysis of the Learning Disability (LD) social care expenditure for MHSCP and the financial governance in place around LD expenditure. Identified some of the complexities around managing the cumulative expenditure where the scope for changing individual care packages can be limited. It also explored possible options to mitigate financial pressures and their potential impacts concluding the need for a review of Learning Disability services, involving a review of the full model of care, including transport costs; commissioned services' funding and day service provision.</p> <p>The Board, having heard from Head of Adult & Social Care, Nick Clater, who provided an overview of the report and current position, before responding to Members' question and comments, discussed the potential possible options detailed in the report, expressing support for the proposed review, but suggesting a 9 month timescale rather than the suggested 6 months.</p>	<p>(a) Noted the contents of the report</p> <p>(b) Agreed that a review of Learning Disability services be progressed and concluded within a 9 months.</p>		

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<p>5.7 Clinical and Care Governance Group - Report by Fiona Stratton, Chief Nurse</p> <p>The purpose of this report was to provide assurance to the Board regarding the Care and Clinical Governance arrangements within Midlothian Health and Social Care Partnership and to provide an update on the work of the Clinical and Care Governance Group.</p> <p>Chief Nurse, Fiona Stratton was heard in amplification of the report, highlighted in particular the planned phased implementation of a Governance Assurance Framework across all operational teams and professional groups. This refreshed approach would in turn provide an opportunity for consideration to be given to how the HSCP reports assurance to the IJB, which was welcomed by Members.</p>	<p>(a) Noted and approved the contents of the report.</p> <p>(b) Noted that an integrated assurance report will in future be provided that delivers assurance on clinical, care and business governance, and that this would hopefully commence from October 2022</p>		
<p>5.8 Update to IJB Improvement Goals - Paper presented by Elouise Johnstone, Programme Manager for Performance.</p> <p>The purpose of this report was to update the Board on progress towards achieving the current IJB performance goals for the financial year 2022/23 and to provide an update on progress within the Spotlight programme.</p> <p>Programme Manager for Performance, Elouise Johnstone was heard in amplification of the report and thereafter responded to Members questions and</p>	<p>(a) Noted the performance against the IJB Improvement Goals for 2022/23; and</p> <p>(b) Noted the update in relation to the Spotlight Programme.</p>		

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comments, following which there was a general discussion regarding the progress being made.			
<p>5.9 National Care Service (Scotland) Bill - Paper presented by Nick Clater, Head of Adult Services.</p> <p>The purpose of this report was to provide the Board with a summary of the key components of the National Care Service (Scotland) Bill which had been introduced to the Scottish Parliament on Monday 20 June and published on 21 June. The Bill set out a framework for community health, social care and social work, with the legal powers being enacted from 2026 onwards. Services would continue to be designed and delivered locally in response to need. Whilst the full implications of the Bill were still unclear at this point in time, the IJB would be kept up to date with developments as the Bill progresses</p> <p>The Board, having heard from Nick Clater, Head of Adult Services who thereafter responded to Members' questions and comments, discussed some of the implications that might arise from the Bill.</p>	Noted the update relating to National Care Service (NCS) development.		
<p>5.10 Midlothian Community Pharmacy (Independent Contractors) Update Paper presented by Sandy Watson, Lead Pharmacist.</p> <p>The purpose of this report was to provide the Board with an update on the current service within community pharmacy in Midlothian with respect to</p>	<p>(a) Noted the contents of the report.</p> <p>(b) Noted that a further report would be brought to the Board.</p>	Integration Manager	

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<p>demand and activity within core and enhanced services, as defined within the NHS Lothian Board Pharmaceutical Care Services Plan; and to advise of actions being taken by independent contractors to address current workforce challenges and associated short term, unplanned closures of community pharmacies.</p> <p>The Board, having heard from Lead Pharmacist Sandy Watson, who thereafter responded to Members questions and comments, considered the report and discussed the current Community Pharmacy provision.</p>			

6. Private Reports

No private business to be discussed at this meeting.

7. Any other business

Board Members joined Val de Souza in expressing their thanks to Carolyn Hirst for all her hard work as both a Member and latterly as the Chair of the Midlothian Board. Carolyn thanked everyone for their kind words and wished the Board every future success.

8. Date of next meeting

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

- Thursday 15 September 2022 2.00pm Special Midlothian Integration Joint Board/Development Workshop.
- Thursday 13 October 2022 2.00pm Midlothian Integration Joint Board

(Action: All Members to Note)

The meeting terminated at 16:10.