

Midlothian Integration Joint Board

Midlothian Integration Joint Board
Thursday 27 August 2020
Item No 4.4



Meeting	Date	Time	Venue
MIJB Minute	Thursday 16 th April 2020	1.00pm	As a consequence of the current public health restrictions this was a virtual meeting held using Microsoft Teams, involving voting members only.

Present (voting members):

Cllr Catherine Johnstone (Chair)	Carolyn Hirst (Vice Chair)	Tricia Donald
Alex Joyce	Angus McCann	Cllr Derek Milligan
Cllr Jim Muirhead	Cllr Pauline Winchester	

In attendance:

Morag Barrow (Chief Officer)	Claire Flanagan (Chief Finance Officer)	Caroline Myles (Chief Nurse)
Hamish Reid (GP/Clinical Director)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Jamie Megaw (Strategic Programme Manager)
Mairi Simpson (Integration Manager)	Jill Stacey (Chief Internal Auditor)	Mike Broadway (Clerk)
Janet Ritchie (Democratic Services Officer)		

1. Welcome and introductions

The Chair, Catherine Johnstone, welcomed everyone to this virtual Meeting of the Midlothian Integration Joint Board.

The Board noted that the arrangements for today's meeting had been agreed in advance to take account of the current public health restrictions as a result of the current Covid19 (Coronavirus) pandemic. Although non-voting members were not present they had nonetheless been given the opportunity to feed in any questions or comments on the business under consideration.

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. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed	Comments
<p>4.1 Chief Officers Report - Report by Chief Officer</p> <p>This report provided a summary of the key service pressures and service developments which had occurred during the previous months in health and social care, highlighting in particular a number of key activities, as well as looking ahead at future developments.</p> <p>The Board in discussing the report were concerned that funding for the Local Mobilisation Plan (LMP) was still not certain, and whilst acknowledging the possible reasons for this, felt that assurance should nonetheless be sought that it would be addressed.</p>	<ul style="list-style-type: none"> Noted the update from the Chief Officer and the issues raised in the report. Agreed that in the event that the deadline for the submission of the Annual Report was not extended that authority be delegated to the Chief Officer to submit the report prior to the next scheduled MIJB meeting, if required. Agreed to conclude the emergency recess arrangements and resume normal business as from this meeting; with future meetings being held virtually using Microsoft Teams. Agreed that assurances be sought that the net financial implications arising from the approved Covid Mobilisation Plan would be met in full and that no funding would require to be diverted from adversely impacted baseline services. 	<p>Chief Officer</p> <p>All to Note</p> <p>Chief Officer/ Chief Finance Officer</p>	<p>27/08/2020</p> <p>Ongoing</p>	

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<p>4.2 Internal Audit Annual Assurance Report 2019/20 - Report by Chief Internal Auditor</p> <p>The purpose of the report was to present the Internal Audit Annual Assurance Report for the year to 31 March 2020 for the Midlothian Integration Joint Board (MIJB) which included the Chief Internal Auditor's independent assurance opinion on the adequacy of MIJB's overall control environment.</p> <p>The report explained that the Public Sector Internal Audit Standards (PSIAS) required the MIJB's Chief Internal Auditor to prepare an annual report that incorporates the annual opinion on the adequacy and effectiveness of Midlothian Integration Joint Board's framework of governance, risk management and control, a summary of the work that supports the opinion, and a statement on conformance with the PSIAS.</p>	<ul style="list-style-type: none"> • Approved the Midlothian Integration Joint Board Internal Audit Annual Assurance Report 2019/20 as appended to the report; and • Noted the assurances contained therein. 	Chief Internal Auditor		
<p>4.3 Annual Governance Statement 2019/20 - Report by Chief Officer</p> <p>The purpose of this report was to present the draft Annual Governance Statement 2019/20 of the Midlothian Integration Joint Board by the Chief Officer that would be published in the Annual Report and Accounts.</p> <p>The report explained that the Annual Governance Statement 2019/20, in compliance with the CIPFA/ SOLACE Framework, provided details of the MIJB's Governance Framework,</p>	<ul style="list-style-type: none"> • Approved the Annual Governance Statement 2019/20 for the Midlothian Integration Joint Board as appended to the report; and • Approved publication of the Annual Governance Statement in the Annual Report and Accounts 2019/20 of the Midlothian Integration Joint Board. 	Chief Internal Auditor Chief Internal Auditor		

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the annual Review of Framework undertaken, Improvement Areas of Governance, and Overall Opinion.				
<p>4.4 Draft Unaudited Annual Accounts 2019-20 - Report by Chief Finance Officer</p> <p>The purpose of this report was to present the unaudited Annual Accounts of the MIJB for the year ending 31 March 2020 for consideration and approval.</p> <p>The report explained that the MIJB was required to prepare a set of annual accounts for the financial year 2019/20. A draft of these accounts must be agreed by the MIJB before 30 June whereupon the draft must be published on the MIJB's website and presented to the MIJB's auditors for review.</p>	<ul style="list-style-type: none"> Agree that the draft annual accounts can be published and presented for audit. 	Chief Finance Officer	30/06/2020	
<p>4.5 COVID-19 State of Emergency– HSCP Recovery Plan - Report by Integration Manager</p> <p>The purpose of this report was to explain how the Midlothian HSCP was seeking to learn from the experience of operating in a prolonged period of emergency, arising from COVID-19, through the development and implementation of a Recovery Plan in full recognition of the continuing major threat to the population posed by COVID virus.</p>	<ul style="list-style-type: none"> Approved the Recovery Plan in principle. Agreed to contribute on an ongoing basis to the actions included in the Plan. Agreed that the Strategic Planning Group would receive regular progress reports. Agreed that actions arising from the Plan would require to feed into the 2019-22 Strategic Plan. Agreed that no new or amended Directions required to be issued to NHS Lothian and/or Midlothian Council at this current time. 	<p>Chief Officer All</p> <p>Chief Officer</p> <p>Chief Officer</p> <p>Chief Officer</p>		

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The Recovery Plan was designed to enable the Partnership to meet the broader health and care needs of the Midlothian population in the continued presence of COVID, sitting alongside the Plans and timetables developed by NHS Lothian and Midlothian Council for the gradual resumption of their respective services.				
4.6 Clinical and Care Governance - Report by Chief Nurse The purpose of this report was to provide assurance to the Board as to the clinical and care governance arrangements within Midlothian, highlighting good practice and identifying any emerging issues or risks. It also set out proposals to develop a Clinical and Care Governance review dashboard which would show a summary/ overview of agreed reports on a single screen.	<ul style="list-style-type: none"> Noted and approved the content of this report. Noted the proposed development of a clinical and care governance dashboard 			
4.7 Re-modelling of Wards at Midlothian Community Hospital - Report by Chief Nurse The purpose of this report was to present an update to the Board regarding changes made to the wards at Midlothian Community Hospital which have been reconfigured to allow for a Red Covid ward and Green non-Covid wards. This will facilitate flow of patients from other hospitals and other settings while maintaining their safety and reducing the risk of infection transmission.	<ul style="list-style-type: none"> Noted and approved the content of the report 			

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<p>4.8 Midlothian HSCP Care Homes Briefing Paper – Report by Head of Primary Care and Older People’s Services</p> <p>The purpose of this report was to provide an update on the current situation, and an overview of the work to date, with Care homes in Midlothian and the enhanced response now required following the release of the Coronavirus (COVID-19): Clinical and practical guidance for adult care homes 15 May 2020 published by the Scottish Government and the amendments to the Coronavirus (COVID-19); a framework for decision making (15 May 2020). This work will continue to progress at pace agreeing and establishing local clinical governance arrangements, and overview of Care homes within Midlothian.</p> <p>In considering the report, the Board discussed the need to independently review as a matter of some urgency how Adult Care Homes had operated during the Covid-19 emergency in order to determine what had been successful and where lessons could be learned that would assist in dealing with such issues in the future.</p>	<ul style="list-style-type: none"> • Noted the update on current COVID-19 work within Older Adult Care Homes in Midlothian. • Noted the significant work undertaken by the HSCP team to adhere to related guidance at all times. • Agreed to the setting up of an urgent independent review to assist in understanding the requirements that will need to be taken into account in shaping future work to support Older Adult Care Homes in Midlothian. 	Head of Primary Care and Older People’s Services		
<p>4.9 COVID-19 - Test and Protect Briefing – Report by Head of Primary Care and Older People’s Services</p> <p>The purpose of this report was to provide an update on the work being undertaken to support the roll out of Test and Protect within Midlothian.</p>	<ul style="list-style-type: none"> • Noted the test and protect plan for Midlothian • Noted the significant work undertaken by the HSCP team to develop and implement this model • Noted the potential benefit to residents, staff and population in Midlothian 			

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Sederunt: Tricia Donald left the meeting at the conclusion of the foregoing item of business at 4.01pm				
4.10 Midlothian's response to Shielding – Report by Chief Social Work Officer The purpose of this report was to highlight the work undertaken within the HSCP to support the 3218 people within Midlothian identified as needing to 'shield'.	<ul style="list-style-type: none"> Noted the work undertaken to support people who are 'shielding' within Midlothian 			
4.11 COVID-19 Personal Protection Equipment - Update and Future Management – Report by Chief Officer The purpose of this report was to provide an update on the current situation with provision of Personal Protection Equipment (PPE) for staff and the requirement for planning into future use and provision as the COVID-19 situation progresses. The Board acknowledged the challenges presented in ensuring there were sufficient stocks of PPE and considered that this was an area where more could possibly be done to encourage local suppliers.	<ul style="list-style-type: none"> Noted the issues and update within the report Noted and welcomed the assurance given to the Board that HPS/NHS guidance had been followed at all times for all Health and Social Care Staff. 			

5. Private Reports

Exclusion of Members of the Public

In view of the nature of the business to be transacted, the Board agreed that the public be excluded from the meeting during discussion of the undernoted item, as contained in the Addendum hereto, as there might be disclosed exempt information as defined in paragraph 3 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

5.1 Covid-19 (Coronavirus) Related Data – Report by Chief Officer - Noted

6. Date of next meeting

The next meeting of the Midlothian Integration Joint Board would be held on Thursday 27 August 2020 at 2.00 pm. (**Action: All Members to Note**)

The meeting terminated at 4.27 pm.