

# Midlothian Integration Joint Board

Midlothian Integration Joint Board  
Thursday 26 August 2021  
Item No 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 17 June 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

## **Present (voting members):**

Cllr Catherine Johnstone (Chair)	Carolyn Hirst (Vice Chair)	Tricia Donald
Cllr Jim Muirhead	Cllr Pauline Winchester	Angus McCann
Jock Encombe		

## **Present (non-voting members):**

Morag Barrow (Chief Officer)	Alison White (Chief Social Work Officer)	Claire Flanagan (Chief Finance Officer)
Keith Chapman (User/Carer)	Fiona Huffer (Head of Dietetics)	Lesley Kelly
Johanne Simpson		

## **In attendance:**

Anthea Fraser	Jill Stacey (Chief Internal Auditor)	Mairi Simpson (Integration Manager)
Lois Marshall (Assistant Strategic Programme Manager)	Roxanne King (Business Manager)	Leah Friedman
Gordon Aitken (Clerk)		

## **Apologies:**

Councillor Derek Milligan	Grace Cowan (Head of Primary Care and Older Peoples Services)	Hamish Reid (GP/Clinical Director)
Wanda Fairgrieve (Staff side representative)		

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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.

### 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 18 April 2021 was submitted and approved as a correct record.

4.2 The Minutes of Meeting of the MIJB Strategic Planning Group held on 17 March 2021 were submitted and noted.

4.3 The Minutes of the MIJB Audit and Risk Committee held on 4 March 2021 were submitted and noted.

### 5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<b>5.1 Chief Officers Report</b> This paper set out the key service pressures and service developments happening across Midlothian IJB over the previous month and looked ahead to the following 8 weeks. The report advised that as of 31st May, 54,527 residents in Midlothian have had their first COVID vaccination dose (73% adults) and 32,956 have had	To note the issues and updates arising from the Chief Officers Report.	Chief Officer	

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<p>their second dose (44% adults). There are two vaccination centres in Midlothian – one at the Community Hospital run by the HSCP and one at Gorebridge run by NHS Lothian.</p> <p>There are DNAs across all sites mostly due to delays in patients receiving appointment letters. Midlothian HSCP are proactively contacting patients to remind them of their upcoming appointment. Midlothian is within the 12-15% tolerance of DNAs with an average DNA rate of 6%. However, this is mainly due to Midlothian Community Hospital administering 2nd dose vaccinations.</p> <p>The report also advised that following the end of her term in office, Councillor Catherine Johnston will step down from Chair of IJB in June 2021. Carolyn Hirst would take over the Chair from this point for the next two years and that following agreement at Midlothian Council in May, Councillor Derek Milligan would take up the Vice-chair position.</p> <p>The Chief Officer thanked Councillor Johnstone for all the work and support she had given to the MIJB and her personally during her time as Chair and wished her all the best for her future.</p> <p>The report also provided updates on several other issues including:</p> <ul style="list-style-type: none"> <li>• Seasonal Flu Vaccinations</li> <li>• Additional Funding to Support Unpaid Carers</li> <li>• Unpaid work</li> <li>• Health Visiting</li> </ul>			

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<ul style="list-style-type: none"> <li>Strategic Plan 2022-25: IJB Workshops</li> <li>Third Sector Summit</li> </ul>			
<p><b>5.2 Draft Unaudited Annual Accounts for 2020/21</b></p> <p>This report presented the Board with the IJB's draft (unaudited) Annual Accounts for 2020/21.</p> <p>The annual accounts contained a range of sections but breakdown into three main areas :</p> <ul style="list-style-type: none"> <li>The Management Commentary. This provides a statement of the IJB's purpose and its performance against that purpose in the financial year along with a reflection on the challenges facing the IJB in the next financial year.</li> <li>The Annual Governance Statement – which reflect on the governance of the IJB and notes any governance improvements identified by the CIA's Internal Audit Annual Assurance Report</li> <li>A range of financial statements showing the financial position of the IJB.</li> </ul> <p>The report also highlighted the underspend this year in the IJB was predominantly driven by COVID funding from Scottish Government and the timing of spending against this. This funding was non-recurring and would be held by the IJB earmarked to</p>	<p>(a) To agree that the draft annual accounts could be published and presented for audit; and</p> <p>(b) To note the potential impact on the IJBs annual accounts surrounding the national accounting treatment for Personal Protective Equipment (PPE)</p>	Claire Flanigan	

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<p>support COVID expenditure in response to the ongoing impact of the pandemic during 2021/22.</p> <p>It was also noted that it had come to light nationally that the accounting treatment for the distribution of PPE had been assessed and Audit Scotland had further reviewed the overall position and confirmed their view that both PPE and community testing kits provided by NSS should be recognised within individual accounts. This has potential to impact on the IJB accounts.</p> <p>Claire Flanagan was heard in amplification of the report and responded to Members questions and comments.</p>			
<p><b>5.3 Interim Appointment of Chief Finance Officer</b></p> <p>This report updates the Midlothian Integration Joint Board (IJB) on the proposals for the recruitment of the Chief Finance Officer/Section 95 Officer to cover a period of maternity leave</p> <p>Only the IJB can appoint its own Chief Finance Officer but the Integration Scheme describes a mechanism whereby the IJB's partners (Midlothian Council and NHS Lothian) can provide the IJB with a suitable candidate. It was therefore proposed to progress with a recruitment process for fixed term cover of the Chief Finance Officer/Section 95 Officer Post for both IJBs. This arrangement could be on a</p>	<p>(a) To agree to the proposal to recruit interim cover for the maternity leave period of the current Chief Finance Officer/Section 95 Officer;</p> <p>(b) To delegate authority to the Chief Officer and Chair of the IJB to approve the interim appointment on the IJBs behalf after the recruitment process; and</p> <p>(c) To note that an update on the outcome of this process will be provided at a future IJB meeting.</p>	<p>Morag Barrow</p>	

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<p>fixed term or secondment basis for filling the post during this period.</p> <p>Given the timescales, the process for the selection of an interim candidate to cover the role of Chief Finance Officer/Section 95 Officer for the IJBs, the IJB was asked to support delegating authority to both the IJB Chief Officer and the IJB Chair on behalf of the IJB to approve this interim appointment following the recruitment process. An update will be provided to the IJB at a future meeting on the outcome of this process.</p> <p>Morag Barrow was heard in amplification of the report and responded to Members questions and comments.</p>			
<p><b>5.4 Inclusion of Integration Joint Boards as Category 1 Responders under Civil Contingency Act 2004</b></p> <p>The purpose of the report was to provide the Integration Joint Board (IJB) with information of the inclusion of the IJB as a Category 1 Responder in line with the Civil Contingencies Act 2004, report on the requirements this inclusion involves and provide assurance to the Integrated Joint Board that the systems currently in place will ensure all requirements are met.</p>	<p>(a) To note the inclusion of the IJB as a Category 1 Responder in line with the Civil Contingencies Act 2004.</p> <p>(b) To note that all arrangements were in place to meet the requirements within the Act and agree that the Chief Officer, as the Accountable Officer, can continue to manage the necessary arrangements relating to this Act on behalf of the Integrated Joint Board.</p>	Morag Barrow	

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<p><b>5.5 IJB Directions Annual Update</b></p> <p>The purpose of the report was to provide the full year updates on Directions. The report also provided proposed new or updated Directions for 2021/2022. The report therefore requested IJB to consider the approach to performance management of the Directions overall.</p> <p>Lois Marshall was heard in amplification of the report and responded to Members questions and comments.</p>	<p>To agree that the approach taken to performance management of the Directions overall was clear and extremely helpful and that this format be continued for future reporting.</p>	<p>Lois Marshall</p>	
<p><b>5.6 Review of Midlothian Health &amp; Social Care Partnership Winter Plan 2020/21</b></p> <p>The purpose of this report is to review Midlothian Health &amp; Social Care Partnership's performance in winter 2020/21 against its Winter plan.</p> <p>The full review of winter performance was attached to the report as an appendix.</p>	<p>To note the review of winter 2020/21 and the high-level recommendations for winter 2021/22.</p>		
<p><b>5.7 Workforce Development Plan</b></p> <p>The purpose of this report was to support the Interim Workforce and Development Plan 2021/22 that was submitted to Scottish Government on 30<sup>th</sup> April 2021.</p> <p>The interim workforce plan which was appended to the report had built on extensive consultation and engagement to ensure staff's views and experiences were captured along with the commitment from</p>	<p>To agree the implementation of the plan.</p>	<p>Anthea Fraser</p>	

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managers to support and develop the workforce. As well as the interim workforce plan a development plan is being compiled to reflect all the actions contained within the plan along with key leads, time frames and measureable outcomes.			
<p><b>5.8 Primary Care Improvement Plan</b></p> <p>The purpose of the report was to summarise progress to implement the Midlothian Primary Care Improvement Plan (PCIP) and highlight the implications of the Joint British Medical Association (BMA)/Scottish Government Joint Letter. A revised PCIP will be developed during 2021 which will be informed by the level of future PCIP funding.</p> <p>The report advised that the Midlothian Primary Care Improvement Plan (PCIP) was the main driver for HSCP-led developments in General Practice. The PCIP was approved in June 2018 by the Midlothian IJB. The PCIP describes the priorities and approach taken in Midlothian over three-years to support the implementation of the 2018 General Medical Services contract. The PCIP covered the period from 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2021. There were six dimensions in the PCIP and the report provided a brief summary of progress in Midlothian against each dimension.</p>	<p>(a) To note the progress implementing the PCIP and where there have been delays due to the COVID response in 2020;</p> <p>(b) To note that the Joint BMA/SG letter has implications for the current PCIP;</p> <p>(c) To note that funding for 2022/23 onwards for the PCIP had not been confirmed but that there was a significant gap between the cost of a full PCIP in Midlothian and the current level of funding; and</p> <p>(d) To agree that an updated PCIP would be brought to the IJB later in 2021 after further information had been received from Scottish Government.</p>	Mairi Simpson	
<p><b>5.9 Clinical and Care Governance Group (CCGG) report</b></p>	To note and approve the content of the report.		

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The purpose of the report was to provide the Clinical and Care Governance Group (CCGG) report for consideration by the Midlothian IJB.			
<b>5.10 The Mental Welfare Commission – Authority to Discharge: Report into decision making for people in hospital who lack capacity.</b> The purpose of the report was to ensure board members were aware of the most recent Mental Welfare Commission report –authority to Discharge: Report into decision making for people in hospital who lack capacity and to discuss the implications of the report for Midlothian.	(a) To note the content of the report; and (b) To accept a further report and action plan on how the Partnership will address the recommendations made within.		

### 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 26 August 2021      2pm      Midlothian Integration Joint Board
- Thursday 9 September 2021      2pm      Special Meeting of Midlothian Integration Joint Board/Development Workshop

**(Action: All Members to Note)**

The meeting terminated at 3.56pm.