

# Midlothian Integration Joint Board

Midlothian Integration Joint Board  
Thursday 9 December 2021  
Item No 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 14 October 2021	2.00pm	Virtual Meeting held using Microsoft Teams.

## Present (voting members):

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

## Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Joan Tranent (Chief Social Work Officer)
Fiona Stratton (Chief Nurse)	Hamish Reid (GP/Clinical Director)	James Hill (Staff side representative)
Keith Chapman (User/Carer)		

## In attendance:

Jill Stacey (Chief Internal Auditor)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Nick Clater (Head of Adult & Social Care)
Mairi Simpson (Integration Manager)	Roxanne King (Business Manager)	Leah Friedman
Lois Marshall (Assistant Strategic Programme Manager)	Nickola Jones	Jamie Megaw (Strategic Programme Manager)
Anthea Fraser (Practice Learning and Development Manager)	Mike Broadway (Clerk)	

## Apologies:

Councillor Derek Milligan (Vice Chair)	Wanda Fairgrieve (Staff side representative)	Johanne Simpson (Medical Practitioner)
Lesley Kelly (Third Sector)		

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## 1. Welcome and Introductions

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The Chair, Carolyn Hirst, in welcoming everyone to this virtual Meeting of the Midlothian Integration Joint Board, expressed her gratitude and thanks to Fiona Huffer (Head of Dietetics) and wished her well in her new role in West Lothian. She also extended a warm welcome on behalf of the Board to Joan Tranent (Chief Social Work Officer) and Nick Clater (Head of Adult & Social Care).

Councillor Jim Muirhead then briefly updated the Board on the health of Vice Chair, Councillor Derek Milligan, advising that he was recovering at home after surgery. The Chair, on behalf of all present, extended best wishes to Councillor Milligan for a speedy recovery.

## 2. Order of Business

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The order of business was confirmed as outlined in the agenda that had been previously circulated. An additional item of urgent private business had been notified to the Chair and this was dealt with in the Addendum hereto.

## 3. Declarations of interest

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No declarations of interest were received.

## 4. Minute of previous Meetings

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- 4.1 The Minutes of Meeting of the Midlothian Integration Joint Board held on 26 August 2021 were submitted and approved as a correct record, subject to correction of Item 5.3 to reflect that Councillor Jim Muirhead, in his capacity as Chair of the MIJB Audit and Risk Committee had presented, and jointly responded to questions and comments on, the MIJB Audit and Risk Committee Annual Report 2020/21: rather than the Chief Internal Auditor, Jill Stacey as was currently stated.
- 4.2 The Minutes of Special Meeting of the Midlothian Integration Joint Board held on 9 September 2021 were submitted and approved as a correct record, subject to correction of the date of the MIJB Audit and Risk Committee meeting in Item 4.1 which should read '2 September 2021' rather than '2020'.
- 4.3 The Minutes of Meeting of the MIJB Strategic Planning Group held on 11 August 2021 were submitted and noted.

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### 5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p><b>5.1 Chief Officers Report</b></p> <p>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.</p> <p>Having heard from the Chief Officer, Morag Barrow in amplification of her report, the Board, in welcoming the new format for the report discussed the challenging position facing the Health and Social care system as it entered what was generally acknowledged to be its busiest time of the year still in the midst of the coronavirus pandemic, and echoed the Chief Officer's thanks to all of the HSCP team.</p> <p>The importance of winter planning and the adoption by Midlothian of a whole systems approach was welcomed by the Board, as was the Cabinet Secretary's announcement of new investment; details of which were appended to the report. The Board noted the disappointment expressed on behalf of the third sector that they had not been included in the Minister's letter but acknowledged the important role they would continue to play and the ongoing work with MVA.</p> <p>Members also gave consideration to the Seasonal Flu/Covid Booster vaccination programme, which would be cover in more detail later in the meeting.</p>	<p>Noted the issues and updates arising from the Chief Officers Report.</p>		

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<p>With regards to support for unpaid carers, Members were informed that H&amp;SC continued to work closely with partners and that once the outcome of the survey led by Vocal targeting unpaid carers was known this would hopefully help informed steps to be taken to ensure that carers' voices in Midlothian continued to be heard.</p>			
<p><b>5.2 Proposed Meeting Schedule and Development Workshops Dates for 2022 and 2023 – Clerk to the Board</b></p> <p>The purpose of this report was to set the dates for the Board and Development Workshops for the Midlothian Integration Joint Board and for the meetings of the Audit &amp; Risk Committee, for 2022 and 2023 as prescribed by Midlothian Integration Joint Board Standing Orders 5.2.</p> <p>Having heard from the Chief Officer, the Board considered the proposed dates for 2022 and 2023 and approach to Service Visits.</p>	<p>(a) Approved the Meeting Schedule and Development Workshops dates 2022 and 2023; and</p> <p>(b) Noted the approach for Service Visits for the Members of the Midlothian Integration Joint Board, and that any particular requests be fed back to the Chief Officer.</p>	<p>All To Note</p> <p>All To Note</p>	
<p><b>5.3 Development of services for citizens with learning disabilities, and rehabilitation after severe and enduring mental illness – Colin Briggs, Director of Strategic Planning, NHS Lothian</b></p> <p>The purpose of this report was to seek the Board approval of Initial Agreements supporting the development of services for citizens with either learning disabilities or rehabilitation needs after severe</p>	<p>(a) Noted the strategic case outlining how services would change over the next 5 years;</p> <p>(b) Noted that this case delivers on strategic aspirations of the MIJB;</p> <p>(c) Supported NHSL's Finance and Resources Committee giving consideration to the capital and revenue aspects; and</p>		

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<p>and enduring mental illness, copies of which were appended to the report.</p> <p>The report explained that the Initial Agreements were for the development of inpatient facilities at the Royal Edinburgh Hospital. Specifically, these facilities would support citizens with Learning Disabilities and those with rehabilitation needs following severe and enduring mental illness.</p> <p>The programme of work to develop these services focussed on delivering new support and services for citizens in these categories and in providing care closer to home. This was genuinely transformational work and a major plank of the MIJB's strategic direction.</p> <p>These Initial Agreements suggested that the revenue costs for MIJB were neutral, and that the capital costs were for NHSL to consider. However the latter could not be done until the four Lothian IJBs had all considered and approved the strategic case contained within the Initial Agreements.</p> <p>Nickola Jones in presenting the report to the Board summarised some of the key points and conclusions. Following which she responded to Members questions and comments.</p> <p>Whilst broadly supportive of the proposals, a number of areas of concern were highlighted by Board Members during the ensuing discussion, these included:-</p>	<p>(d) Agreed to continue consideration of the Initial Agreements to allow clarification to be sought on the issues raised by Board Members during discussion.</p>		

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<ul style="list-style-type: none"> <li>• Given the low number of allocated beds, how overall bed numbers would be managed, in particular whether there was scope to utilise unoccupied bed allocated to other areas;</li> <li>• In the case of chronically ill patients how their care would be managed in order to avoid bed blocking;</li> <li>• Anticipated levels of resource transfer;</li> <li>• Need for greater clarity on the community investment;</li> <li>• Staff recruitment;</li> <li>• Role of/for the Third Sector and would they be able to access any of the transferred resources.</li> </ul> <p>After further discussion, it was felt that without some reassurance on these issues the Board did not feel it was in a position to give its' agreement to the Initial Agreements, but was content to continue consideration in order that the necessary reassurances could be provided.</p>			
<p><b>5.4 Financial Position August 2021, financial out-turn 2021/22 and financial planning 2022/23 – 25/26 – David King, Interim Chief Finance Officer.</b></p> <p>The purpose of this report was to set out expenditure as at August 2021 against the current financial year's budget of c. £150m by the IJB partners (an overspend of c. £ 429k), lay out the projected out-turn for the</p>	<ul style="list-style-type: none"> <li>(a) Noted the financial position at August 2021;</li> <li>(b) Noted the projected out-turn position for 2021/22;</li> <li>(c) Noted the deployment of the earmarked reserves in 2021/22;</li> <li>(d) Agreed the applications of the general reserve; and</li> </ul>		

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<p>financial year 2021/22 (projected to be break-even) and consider the use of the IJB's general reserve in year. The report also explained that the IJB was required to prepare a balanced financial plan and then considered the current position and examined the progress in driving this work forward.</p> <p>The Board, having heard from the Interim Chief Finance Officer, David King who responded to Members' question and comments, considered the proposals detailed in the report and discussed in particular the linkage between the five year financial plan and the Strategic Plan.</p>	<p>(e) Supported the further development of the IJB's five year financial plan</p>		
<p><b>5.5 Draft Annual Performance Report 2020-21 - Lois Marshall, Assistant Strategic Programme Manager.</b></p> <p>The purpose of this report was to present for the Board approval the Midlothian Annual Performance Report 2020/21.</p> <p>The report advised that the Annual Performance Report provided information on the health and wellbeing of the people of Midlothian. It also described local health and care services, the financial performance of the Partnership and the quality of health and care services delivered during 2020/21.</p> <p>Assistant Strategic Programme Manager, Lois Marshall in speaking to the report provided the Board with a broad overview of the progress which had been made and thereafter responded to Members'</p>	<p>Approved the contents of the Annual Performance Report.</p>		

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<p>questions and comments, the Board in considering the Annual Performance Report discussed the apparent disparity between some of the data and the experience/feedback on the ground, which it was explained may be due to the small sample sizes used as a result of low response rates; this was something that would be kept under review going forward.</p>			
<p><b>5.6 Clinical and Care Governance Group - Report by Fiona Stratton, Chief Nurse</b></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 Annual Report to NHS Lothian Healthcare Governance Committee; a copy of which was appended to the report, and in response to Members questions and comments, the work of the Quality Improvement Teams and also supports in place for Homelessness.</p>	<p>Noted and approved the contents of the report.</p>		
<p><b>5.7 Midlothian Health &amp; Social Care Partnership Winter Plan 2021/22 – Leah Friedman, Operational Business Manager.</b></p> <p>The purpose of this report was to provide the Board with an update on Midlothian Health &amp; Social Care Partnership's Winter Plan 2020/21 and outline plans in</p>	<p>(a) To note the update on the Winter Plan 2020/21; and</p> <p>(b) To approve the approach to winter planning.</p>		

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<p>coping with increased pressure through effective forward planning and the provision of additional capacity in key services.</p> <p>The report outlined the work being undertaken locally to prepare for winter pressures, explaining that the overarching Winter Plan was joined up to cover a wide range of areas – reducing delayed discharges, preventing admissions, increasing service capacity, gritting priority areas, implementing the flu and Covid booster programme, and resilience planning for severe weather, ongoing COVID-19 measures, and staff absences. There was also an ongoing focus on supporting staff wellbeing and a winter communications plan both for staff and the public. A Winter Executive Management Group had been mobilised to meet weekly, in tandem with an operational manager group. Performance management was a key part of this process, with the use of a winter dashboard to track key performance indicators and progress against winter plans.</p> <p>Leah Friedman was heard in amplification of the report following which there was a general discussion regarding the importance of a whole systems co-ordinated approach with a single point of contact involving the use of volunteers and input from third sector partners. It was also felt that feedback from GPs/Medical Practices would be useful; it being noted that this would be picked up at the November Development Workshop.</p>			

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<p><b>5.8 Workforce Plan – Anthea Fraser, Practice Learning and Development Manager.</b></p> <p>The purpose of this report was to highlight the workforce planning currently underway to support the development of the new Workforce Strategic Plan 2022-2025 and to also raise awareness of the new initiatives and actions being undertaken to reduce the challenges that specific service teams were having in relation to their workforce, to improve service delivery, and mitigate risks of this reoccurring in the future.</p> <p>Practice Learning and Development Manager, Anthea Fraser 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, the Board in considering the Plan welcomed the positive actions and initiatives currently underway, in particular the ongoing involvement of staff and plans to establish focus groups.</p>	<p>(a) Noted the current strategic workforce planning; and</p> <p>(b) Noted and welcomed the actions and initiatives that were being implemented to address the challenges that specific workforce teams were experiencing.</p>		
<p><b>5.9 Vaccination Programme Update – Jamie Megaw, Strategic Programme Manager.</b></p> <p>The purpose of this report was to provide Board Members with an update on the Seasonal Influenza and COVID vaccination programme.</p> <p>The Board, having heard from Strategic Programme Manager, Jamie Megaw, who gave a further update on current uptake figures and thereafter responded to</p>	<p>(a) Noted the progress of the programme.</p> <p>(b) Noted the Action Plan and that further updates on progress would be brought to the Board.</p>	Integration Manager	

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Members questions and comments, considered the report and discussed the changes in way this year's Seasonal Influenza vaccination programme was being delivered and the public's response to it, which in spite of difficulties being reported elsewhere appeared locally to be generally positive.			
<p><b>5.10 Chief Social Work Officer - Annual Report 2020-2021 – Joan Tranent, Chief Social Work Officer.</b></p> <p>The purpose of this report was to present the annual report of the Chief Social Work Officer (CSWO). The shortened version of the report provided a high level overview of key issues and challenges as a result of Covid-19.</p>	Agreed to continue consideration of the CWSO's Annual Report to the December Board meeting.		

### 6. Any other business

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An additional item of urgent private business had been notified in advance to the Chair and this was dealt with in the Addendum hereto.

### 7. Private Reports

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#### 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 paragraphs 1 and 3 of Part I of Schedule 7A to the Local Government (Scotland) Act 1973:-

#### 7.1 Clinical Incident – Noted.

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### 8. Date of next meeting

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

- Thursday 11 November 2021      1.30pm      Development Workshop.
- Thursday 9 December 2021      2.00pm      Midlothian Integration Joint Board

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

The meeting terminated at 16:31.