

Midlothian Integration Joint Board

Midlothian Integration Joint Board
Thursday 16 June 2022
Item No: 4.1



Meeting	Date	Time	Venue
Midlothian Integration Joint Board	Thursday 14 April 2022	2.00pm	Virtual Meeting held using Microsoft Teams.

Present (voting members):

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

Present (non-voting members):

Morag Barrow (Chief Officer)	David King (Interim Chief Finance Officer)	Keith Chapman (User/Carer)
Fiona Stratton (Chief Nurse)	Miriam Leighton (Volunteer Midlothian)	Wanda Fairgrieve (Staff side representative)
Joan Tranent(Chief Social Work Officer)	Jordan Miller (Staff side representative)	

In attendance:

Jill Stacey (Chief Internal Auditor)	Alan Turpie (Standards Officer)	Johanne Simpson (Medical Practitioner)
Gill Main (Integration Manager)	Hamish Reid (GP/Clinical Director)	Lois Marshall (Assistant Strategic Programme Manager)
Roxanne Watson (Business Manager)	Grace Cowan (Head of Primary Care and Older Peoples Services)	Peter McLoughlin (Program Manager)
Andrew Henderson (Clerk)		

Apologies:

Cllr Jim Muirhead	Nick Clater (Head of Adult Services)	
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Midlothian Integration Joint Board

Thursday 14 April 2022

1. Welcome and Introductions

The Chair, Carolyn Hirst, in welcoming everyone to the virtual Meeting of the Midlothian Integration Joint Board, extended her thanks to Hamish Reid who was standing down from his role as a medical director and extended further thanks to David King, who was attending his final board meeting. The Chair also advised that this would be the last Midlothian Board meeting for Councillor Board Member colleagues – Derek Milligan, Catherine Johnston, Pauline Winchester and Jim Muirhead – and on behalf of the Board thanked them for their significant contributions to the work of the IJB over many 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 Minutes of the MIJB held on 10 February 2022

The Minutes of Meeting of the Midlothian Integration Joint Board held on 10 February 2022 were submitted and approved as a correct record.

Carolyn Hirst took the opportunity to update regarding the rejection of an independent pharmacy application in Rosewell, acknowledging that the issue had since been raised with NHS Lothian and that assurances had been given that due process had been followed. Members then took the opportunity to express their concerns regarding the constraints of the current pharmacy Guidelines and the impact of demand on pharmacies. Morag Barrow clarified that pharmacies operated under private contracts issued by the Scottish Government highlighting that Grace Cowan would be meeting with pharmacy leads and agreed to provide further feedback. Carolyn Hirst agreed to discuss the issue further with Morag Barrow and conduct further following up.

4.2 Minutes of the Special MIJB held on 17 March 2022

Midlothian Integration Joint Board

Thursday 14 April 2022

The Minutes of Meeting of the Special Midlothian Integration Joint Board held on 17 March 2022 were submitted and subject to the following clarifications to item 5.2 were approved as correct record.

Lois Marshall clarified that consultations and engagement were undertaken throughout the year and that equality data was considered as part of the integration impact assessment.

From an operational standpoint, Lois Marshall highlighted that that each service area was in the process of developing their own action plan.

Regarding to what extent the feedback was in line with the proposed direction of the strategic plan, Lois Marshall acknowledged that issues around communication, digital and finally staff and communities had been raised.

4.3 Minutes of the Audit & Risk Committee held on 02 December 2021

The Minutes of Meeting of the MIJB Strategic Planning Group held on 02 December 2021 were submitted and noted

4.4 Minutes of the Strategic Planning Group held on 19 January 2022

The Minutes of Meeting of the MIJB Strategic Planning Group held on 19 January 2022 were submitted and noted

5. Public Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
5.1 Chair's Update By way of a chairs update, Carolyn Hirst thanked board members for their participation in the self-evaluation survey, confirming that results would be analysed and included in the board's development plan. Carolyn Hirst also flagged that the NHS Lothian Strategic Development framework was out for consultation.	To note the Chairs update	All to note	

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>Referencing the Single Midlothian Plan that had been discussed at the most recent meeting of the Community Planning Partnership which included information in relation to Community Justice, Community Safety, Sustainable Growth, GIRFEMC Adult Health and Social Care and Improving Opportunities; Carolyn Hirst advised of her intention to make closer working relations with the Community Planning Partnership and align purposes with the MIJB.</p>			
<p>5.2 Chief Officer Report – Morag Barrow, Chief Officer.</p> <p>Morag Barrow provided an overview of the report updating members in relation to ongoing system pressures, the spread of COVID infections and the spring booster campaign pausing to respond to member’s questions.</p> <p>Morag Barrow acknowledged 3rd sector representation within the Health and Social Care partnership and highlighted that 3rd sector posts (Carer posts) were used to provide “softer” care as they could not provide personal care. In addition further recruitment was acknowledged, with the Care at Home team/Home first team increasing its capacity to ensure it could cover its caseload. Grace Cowan confirmed ongoing work to identify gaps and blocks in the system to ensure they could be addressed in advance of them becoming an issue.</p> <p>Responding to comments on primary care, Morag</p>	<p>To note the Chief Officer’s report.</p> <p>Hannah Cairns to be asked to provide an update on the Digital Time Frame</p>	<p>All to note</p> <p>Morag Barrow/Hannah Cairns</p>	

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>Barrow confirmed ongoing work in relation to the IJB Strategic Plan Spotlight Program and that a program manager had also been asked to support the development work for primary care. There was then a brief discussion in relation to the GP data issue and whether this was something being explored by the Royal College of GP's. Hamish Reid advised that work was being done to extract data unilaterally and to ensure Midlothian was ahead of the curve, examination of the existing data set was being conducted.</p> <p>Morag Barrow provided an update regarding permanent vaccination centres acknowledging that the site in Bonnyrigg is unfortunately no longer an option but that two further sites, including one in Rosewell are being considered in addition to temporary sites in Dalkeith being secured, until a permanent site established around the Mayfield area, with continued use of Midlothian Hospital and pop up's as required. Morag Barrow acknowledged that the inclusivity program was working well in addition to the care home program with ongoing mopping up.</p> <p>With regard to the digital implementation and delivery plan timelines Morag Barrow confirmed that it had been signed off at an SMT. Some work had not been able to be progressed due to the pandemic, but that every effort would be in place to accelerate these.</p> <p>Responding to a question in relation to work being done to addressing the nursing recruitment gap, Fiona Stratton confirmed ongoing work into local</p>			

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>recruitment in addition to ongoing work to recruit from other parts of the UK, internationally and with higher education institutions. Fiona Stratton further acknowledged the development of the strategic practitioner post and acknowledged huge focus on the wellbeing amongst the workforce was to ensure safe and effective protective care.</p>			
<p>5.3 Nomination and Appointment of Members to the Midlothian Integration Joint Board - Carolyn Hirst, IJB Chair</p> <p>Carolyn Hirst advised board members of several upcoming changes to the membership as a result of the council elections and advised that she would also be stepping down from the MIJB in August following her departure from NHS Lothian. Carolyn Hirst asked members to note the nomination of two NHS Lothian Board Members to the Midlothian Integration Joint Board and to agree the appointment of the Third Sector Representative Board Member. Carolyn Hirst also took the opportunity to welcome Miriam Leighton who was in attendance at the meeting.</p>	<p>Noted the nomination of Val De Souza and Nadin Akta as board members of the Midlothian IJB.</p> <p>Agreed the appointment of Miriam Leighton (Midlothian Voluntary Action) as a board member of the Midlothian IJB.</p> <p>Agreed the appointment of Grace Chalmers (Unison) as a board member of the Midlothian IJB</p>	<p>All to note</p> <p>Board Members</p> <p>Board Members</p>	
<p>5.4 Midlothian Integration Joint Board Strategic Plan 2022-2025 – Lois Marshall, Assistant Strategic Programme Manager</p> <p>Lois Marshall provided an overview of the paper highlighting minor changes to the draft that had been submitted to the Special MIJB held on the 17th of March including a new section on advocacy, the inclusion of palliative care in 'how services are</p>	<p>Approved the Strategic Plan 2022-2025</p>	<p>Board Members</p>	

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>planned', the combination of community justice and workforce and the intention to include a paragraph on the climate emergency. Carolyn Hirst thanked those who had worked on the report for their extensive efforts and opened to questions. Jock Encombe endorsed the comments of Carolyn Hirst and referencing Carolyn Hirst's announcement in item 5.3 took the opportunity thank Carolyn Hirst for her work with the MIJB.</p>			
<p>5.5 Code of Conduct Revised Model Scheme for Members of Devolved Public Bodies - Gill Main, Integration Manager and Alan Turpie, Standards Officer</p> <p>Carolyn Hirst acknowledged that arrangements for a formal induction would be made to take new board members through the proposed changes. Gill Main introduced the paper outlining that the MIJB had until the 10th of June to agree to any changes, submit the code of conducted to the Scottish Government, await agreement from the Scottish Government and implement the new code of conduct. Gill Main continued to outline that it was individuals' personal responsibility to ensure they abided by the code of conduct.</p> <p>Alan Turpie provided an overview of the new code conduct highlighting that changes were in line with the Ethical Standards in Public Life (Scotland) Act 2000 which provide Codes of Conduct for local authority councillors and members of relevant public bodies and that the revised model took into account</p>	<p>Members decided to apply the first line of paragraph 3.11 and disaply second line of paragraph 3.11 of the Model Scheme.</p> <p>To submit the revised model scheme of administration, highlighting paragraph 3.8 as an area of concern and agreed for Carolyn Hirst to draft an alternative wording, to be circulated amongst board members in advance of it being submitted to the Standards Commission.</p>	<p>Board Members</p> <p>Carolyn Hirst/Board Members/Alan Turpie</p>	

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>the changes made to the new councillors code of conduct. Alan Turpie advised that that the Scottish Government are willing to accommodate the derogation of paragraph 3.11.</p> <p>A discussion ensued amongst board members, with concerns being expressed in relation to paragraph 3.11 due to the element of support that would have to be given should members disagree with a decision and further concern being expressed in relation to paragraph 3.8 due the potential it could have to impact upon the scrutiny role of board members. Alan Turpie clarified that in relation to paragraph 3.11 the MIJB's standing orders reflected the councils 6 month rule. Members then agreed that the first line of 3.11 which encourages members to respect the principle of collective decision-making and corporate responsibility should be applied whilst the second line regarding the support of decisions should be removed.</p> <p>Following further discussion in relation to paragraph 3.8 Alan Turpie outlined that the message from the standards commission was that members could challenge a decision or a service but that individual officers could not be referenced highlighting that this was mirrored throughout other codes of conduct used by councillors. Alan Turpie confirmed that he could write to the Scottish Government outlining members concerns in relation to paragraph 3.8, but that this would likely be bounced back. Board members then agreed that with regard to item 3.8</p>			

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>there was enough unease in relation to its wording for this to be raised to the standards commission and that the revised code of conduct could be submitted as reviewed with additional concerns highlighted and a proposal to reword paragraph 3.8.</p>			
<p>5.6 Review of Integration Joint Board Governance Requirements - Gill Main, Integration Manager</p> <p>Gill Main provided an overview of the report highlighting its purpose, background and continued to outline its recommendations, inviting members to comment. Board members unanimously agreed to approve the report.</p>	<p>Noted the proposed scheme of works and timelines.</p> <p>Approved the proposed scheme of works.</p> <p>Noted future action required.</p>	<p>All to Note</p> <p>Board Members</p> <p>All to Note</p>	
<p>5.7 Midlothian IJB Directions 2022-2023 – Lois Marshall, Assistant Programme Manager</p> <p>Lois Marshal provided a brief overview of the report and asked members to discuss and provide comment on the proposed Midlothian IJB Directions for 2022-2023. Responding to comments regarding the measurability of certain items as the result of them not having targets, Morag Barrow clarified that the board would need to decide if it wanted to explore wider provision or delegation. With regard to barriers to engagement, Morag Barrow confirmed that engagement was embedded in all planning. With regard to frailty in Midlothian it was agreed that</p>	<p>Further exploration into the topic of frailty in Midlothian to be conducted and further feedback to be provided.</p> <p>To otherwise note the contents of the report.</p>	<p>Lois Marshal</p> <p>All to Note</p>	

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
further exploration into this topic would be done and that further feedback would be provided.			
<p>5.8 Clinical and Care Governance Group (CCGG) report - Fiona Stratton, Chief Nurse</p> <p>Fiona Stratton provided an overview of the report outlining its key messages and opened to members questions. Morag Barrow confirmed that a final report will be submitted to a later board meeting.</p>	Noted and approved the contents of the report.	All to Note/Board Members	
<p>5.9 Performance Overview Report - Roxanne Watson, Executive Business Manager</p> <p>Roxanne Watson provided an outline of the Performance overview report outlining the MIJBs performance against its performance goals, referencing the draft Terms of Reference for the Performance Assurance and Governance Group and further highlighting the progress made by the spotlight programme continuing to highlight plans to review and update improvement goals going forward. Following this members were invited to discuss and comment on the report. Morag Barrow acknowledged that the updated report would come back to the board the future.</p>	<p>Noted the performance against the IJB performance goals.</p> <p>Noted the draft Terms of Reference for the Performance Assurance and Governance Group.</p> <p>Noted the progress made by the Spotlight Programme.</p> <p>Noted the plan to review and update the improvement goals.</p>	<p>All to Note</p> <p>All to Note</p> <p>All to Note</p> <p>All to Note</p>	
<p>5.10 Scheme of Integration Verbal Update - Peter McLoughlin, Strategic Programme Manager,</p>			

Midlothian Integration Joint Board

Thursday 14 April 2022

Report Title/Summary	Decision	Action Owner	Date to be Completed/Comments
<p>NHS Lothian</p> <p>Peter McLoughlin provided a verbal update in relation to the scheme of integration referencing the slides that had been circulated prior to the meeting covering the key areas. Peter McLoughlin then outlined the next steps following the conclusion of the consultation on the 10th of April. Peter McLoughlin extended thanks to Lynn Cochrane, Caroline Shillton and Gill Main for their work during the consultation period and to Carolyn Hirst for her feedback in relation to complaints handling. Peter McLoughlin then opened to questions.</p> <p>Jill Stacey expressed an interest in consultation feedback regarding counter fraud acknowledging that a significant refresh and update had been made to the local code of corporate governance which recognised that the MIJB as an integration authority and advised that this was a separate governance document.</p>	<p>Noted the verbal update and presentation.</p>	<p>All to Note</p>	

6. Any other business

Carolyn Hirst again thanked the elected members for their work on the Midlothian Integration Joint Board during their respective tenures.

7. Private Reports

No private reports were submitted for consideration.

8. Date of next meeting

Midlothian Integration Joint Board

Thursday 14 April 2022

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

- Thursday 2 June 2022 2.00pm MIJB Audit and Risk Committee
- Thursday 16 June 2022 1.00pm MIJB Board and Development Workshop (Development Workshop 3.00pm).

(Action: All Members to Note)

The meeting terminated at 16:09