

Item 4.1 Minutes

Edinburgh Integration Joint Board

9.30 am, Friday 16 September 2016

Waverley Gate, Edinburgh

Present:

Board Members: George Walker (Chair), Councillor Elaine Aitken, Carl Bickler, Andrew Coull, Wanda Fairgrieve, Christine Farquhar, Councillor Joan Griffiths, Councillor Ricky Henderson, Councillor Sandy Howat, Kirsten Hey, Alex Joyce, Angus McCann, Rob McCulloch-Graham, Moira Pringle, Ella Simpson, Richard Williams, Maria Wilson and Councillor Norman Work.

Officers: Lesley Birrell, Colin Briggs, Eleanor Cunningham, Wendy Dale, Gohar Khan, David McConnell (Audit Scotland), Graeme Mollon, Tim Montgomery, Ross Murray, Julie Tickle.

Apologies: Shulah Allan, Kay Blair, Ian Mackay and Alex McMahon.

1. Minutes

Decision

- 1) To approve the minute of the Edinburgh Integration Joint Board of 15 July 2016 as a correct record.
- 2) To approve the minute of the Edinburgh Integration Joint Board of 19 August 2016 as a correct record.

2. Sub-Group Minutes

Decision

- 1) To note the minute of meeting of the Audit and Risk Committee of 2 September 2016.
- 2) To note the minute of meeting of the Professional Advisory Group of 30 August 2016.
- 3) To note the minute of meeting of the Strategic Planning Group of 29 July 2016.

3. Rolling Actions Log

The Rolling Actions Log for 16 September 2016 was presented.

Decision

- 1) To approve the closure of actions 2, 3, 8, 9 and 11.

- 2) To request that dates for GP visits (action 5) be scheduled as soon as possible and Joint Board members be advised accordingly.
- 3) To request a report to a future meeting of the Joint Board highlighting the key issues for ICT provision including recommendations on a proposed way forward (action 6).
- 4) To otherwise note the outstanding actions.

(Reference – Rolling Actions Log – 16 September 2016, submitted.)

4. Calendar of Meetings

Standing Orders required the Joint Board to agree its calendar of meetings. The current schedule ran until the end of 2016. Dates were proposed for meetings until August 2017, after which the diary process would sit alongside the Council diary arrangements.

Decision

- 1) To agree the proposed schedule of meetings until August 2017.
- 2) To note that consultation would be undertaken on the draft calendar of meetings for 2017/18. The Joint Board would be asked to approve the draft schedule, and diary invites would be issued alongside the Council diary arrangements.
- 3) To agree to plan and programme development sessions around the agreed scheduled Joint Board meeting dates.

(Reference – report by the IJB Chief Officer, circulated)

5. Hub Update

Progress with the hub model, in particular matters surrounding information and communications technology, infrastructure and opportunities for further integration of some of the functions across Edinburgh, was detailed.

Decision

To accept the report as assurance that the Edinburgh Health and Social Care Partnership was taking a whole system approach to ensure an effective and more integrated approach to improve pathways for the city's adult population.

(References – minute of the Integration Joint Board 15 July 2016 (item 8); report by the IJB Chief Officer, circulated)

6. Financial Update

The forecast year end position for the Joint Board was detailed. This showed a projected overspend of £9.4m. Key drivers for the overspend included the Joint Board's share of the NHS Lothian financial plan gap and projected slippage in the delivery of City of Edinburgh Council (CEC) savings.

Agreement remained outstanding on financial settlements from NHS Lothian and CEC.

Decision

- 1) To agree that the Chief Officer and Interim Chief Finance Officer in consultation with the Chair continue to work with the City of Edinburgh Council and NHS Lothian with the aim of reaching a mutually acceptable offer.
- 2) To note the forecast year end position and the actions being taken to mitigate the overspend.
- 3) To agree to provisionally allocate £4.3m from the Social Care Fund (SCF) to offset potentially unachieved savings.
- 4) To note the start of financial planning for 2017/18 onwards and the potential impact on the unallocated Social Care Fund monies.
- 5) That a draft financial plan for the next financial year and beyond be submitted to the Joint Board meeting in November 2016.
- 6) That the City of Edinburgh Council financial reporting mechanism be clarified for inclusion in the above report.
- 7) That an appendix detailing progress with ongoing business cases be added to future financial reports to the Joint Board.

(References – minute of the Integration Joint Board 15 July 2016 (item 10); report by the IJB Chief Officer, circulated)

7. Accounts 2015-16

The 2015-16 Annual Accounts for the Joint Board were submitted. These were being presented to the Joint Board for approval following scrutiny by the Audit and Risk Committee on 2 September 2016.

David McConnell, Senior Auditor, Audit Scotland confirmed it was the intention to issue an unqualified opinion on the accounts. He further advised that the method by which Audit Scotland currently scrutinised best value would be changing from the financial year 2016/17 where a more integrated approach would be taken to monitoring best value going forward.

Decision

- 1) To approve and adopt the annual accounts for 2015-16.
- 2) To approve that the Interim Chief Finance Officer resolve and amend any minor textual issues in the annual report up to the date of sign off with Audit Scotland.
- 3) To authorise the designated signatories (Chair, Chief Officer and Interim Chief Finance Officer) to sign the Annual Report and Accounts on behalf of the Joint Board, where indicated in the document.
- 4) To authorise the Interim Chief Finance Officer to sign the representation letter to the auditors on behalf of the Joint Board.

(References – minute of the IJB Audit and Risk Committee 2 September 2016 (item 6); report by the IJB Chief Officer, circulated)

8. Delayed Discharge – Recent Trends

An overview was given of performance in managing hospital discharge against Scottish Government targets. Key reasons for delay were explained, and a number of work streams aimed at reducing delays were outlined.

Whilst there had been significant improvement in performance over the period October 2015 to April 2016, the paper reported a decline in performance from May to August 2016. Work was underway to reverse the downward trend. This included outcomes from the flow workshop on 8 March 2016 which was overseen by the Patient Flow Programme Board.

Decision

- 1) To note that a new Care at Home contract was in place. Its aim was to improve recruitment and retention of the home care workforce by offering a rate of pay that was comparable with alternative employers, e.g. retail, customer services and the private care market. The transition to these new contracts had until very recently resulted in a reduction in Care at Home capacity.
- 2) To note that following the improvement in reducing delayed discharge between October 2015 and April 2016, there has been a subsequent increase in the number of delayed discharges from hospital to both Care at Home Packages and Care Homes.
- 3) To note that the changes at national level to delayed discharge reporting from July 2016 had slightly accentuated the increase in the total number of people delayed in July by 13 to 173, (160 being the figure if the previous methodology was used.) and to note that figures using the former method were not being routinely provided by analysts in NHS Lothian. The July 2016 figures gave an indication of the level of change brought about by the new method.
- 4) To note that a review was underway to detail the reasons as to why the previous positive trajectory had reversed, and to ensure that the comprehensive range of actions that were already in place, would secure a return to the reducing trajectory for the number of people delayed in hospital.
- 5) To agree to make contact with Lothian Joint Board Chairs and Chief Officers with a view to presenting a joint case of emerging issues to the Care Inspectorate.
- 6) That future reports to the Joint Board on delayed discharge be presented in a flow programme format.

(References – minute of the Edinburgh Integration Joint Board, 19 August 2016 (item 3); report by the IJB Chief Officer, submitted.)

9. Progress Report on Managing Delayed Discharges and Community Infrastructure to Support and Sustain Bed Reductions following the Opening of Phase 1 of the Royal Edinburgh Hospital in January 2017

An update was provided on the actions being taken to ensure that on opening in January 2017, Phase 1 of the Royal Edinburgh Hospital (REH) re-provision was able to manage admissions and discharges in equilibrium with the reduced bed capacity and for this to be sustained.

It was advised that without delays to discharge, the planned capacity of the REH would be in line with the accepted business case for Phase 1 which saw a reduction of 10 older people's mental health beds and 7 adult mental health beds.

Decision

- 1) That the Edinburgh Health and Social Care Partnership (EHSCP), with the Royal Edinburgh and Associated Services (REAS) would ensure priority was given to enhance the required community infrastructure that was required to support preventing people from being admitted to hospital and to prevent any delays.
- 2) To note the actions being taken by the EHSCP and REAS partners to achieve sustainable pathways of care for adults and older people with mental health problems.
- 3) To note and support the work of the REH Phase 1 Delivery Group chaired by Alex McMahon, Nurse Director and Executive Lead for REAS.
- 4) To make use of the Joint Board mental health development session in October 2016 to further explore the key priorities and to receive an update at November 2016 and January 2017 Joint Board meetings on progress towards Phase 1 opening.
- 5) To note that Wendy Dale would liaise with Carl Bickler, Andrew Coull, Richard Williams and Maria Wilson regarding preparation and focus of the agenda for the Joint Board development session on mental health.

(Reference – report by the IJB Chief Officer, submitted.)

10. Delivery of the Edinburgh Health and Social Care Strategic Plan – action plan

Wendy Dale provided an overview of priorities and progress to date and steps being undertaken to deliver the Edinburgh Health and Social Care Strategic Plan. This included programme milestones, project management details, governance structures and the role of the Strategic Planning Group.

Decision

- 1) To note the arrangements in place for overseeing and progressing the Strategic Plan Action Plan.

- 2) To agree that detailed consideration and scrutiny of delivery plans and business cases should be undertaken by the Strategic Planning Group
- 3) To agree to receive twice yearly reports from the Strategic Planning Group on the delivery of the Strategic Plan Action Plan. This would include tracking of ongoing and proposed major programmes/business cases in order to provide the Joint Board with strategic oversight and governance.
- 4) To note that work was ongoing to produce a scheme of delegation for the Joint Board.

(Reference –report by the IJB Chief Officer, submitted.)

11. Joint Inspection – Older People

An update was provided on the forthcoming Joint Inspection on Services for Older People by the Care Inspectorate and Healthcare Improvement Scotland.

Decision

- 1) To accept the report by the Chief Officer as assurance that the Edinburgh Health and Social Care Partnership (EHSCP) was taking a whole system approach to prepare for the inspection.
- 2) To support the EHSCP welcome of the inspection which would provide a foundation for improvement moving forward.
- 3) To record the Board's thanks to the Strategic Planning and Older People team for their work in preparing for the inspection within such a challenging timescale.

(References – report by the IJB Chief Officer, submitted.)

12. Hospital Based Clinical Complex Care – Improvement Plan Update

An update was provided on the actions undertaken since October 2015 within Hospital Based Complex Clinical Care (HBCCC) facilities, and the impact of the actions associated with the recent Healthcare Improvement Scotland Inspection report recommendations received at the end of May 2016.

Decision

- 1) To accept the report as assurance that the Edinburgh Health and Social Care Partnership (EHSCP) was taking action to continuously improve the Hospital Based Complex Clinical Care experience for patients, staff and families.
- 2) To accept assurance that the EHSCP were implementing the recommendations from the Health Improvement Scotland report on the review of Hospital Based Complex Clinical Care services and were continually monitoring the action plan the Health and Social Care Quality Assurance and Risk Management Group.

(References – minute of the Integration Joint Board 16 July 2016 (item 6); report by the IJB Chief Officer, submitted.)

13. Any Other Business

13.1 Anticipatory Care Plans

Councillor Elaine Aitken enquired as to the nature of an ongoing questionnaire on anticipatory care plans and palliative care that had been launched in the Lothian area and asked if details could be circulated to Joint Board members.

Decision

To note that Carl Bickler would explore the issue and update Joint Board members.