



# Item 4.1 - Minutes

## Edinburgh Integration Joint Board

**9:30 am, Friday 28 September 2018**

Dean of Guild Court Room, City Chambers, Edinburgh

**Present:**

**Board Members:**

Councillor Ricky Henderson (Chair), Carolyn Hirst (Vice Chair), Councillor Robert Aldridge, Michael Ash, Colin Beck, Carl Bickler, Sandra Blake, Andrew Coull, Lynne Douglas, Christine Farquhar, Helen Fitzgerald, Councillor George Gordon (substituting for Councillor Ian Campbell), Kirsten Hey, Martin Hill, Jackie Irvine, Councillor Melanie Main, Moira Pringle, Judith Proctor, Alison Robertson, Ella Simpson, Councillor Susan Webber and Pat Wynne.

**Officers:** Colin Briggs, Jamie Macrae, Nickola Paul and Sarah Stirling.

**Apologies:** Councillor Ian Campbell, Carole Macartney, Angus McCann, Ian McKay and Richard Williams.

### 1. Deputation - UNITE Edinburgh Not for Profit Branch

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The Committee agreed to hear a deputation from Des Loughney and Les Huckfield on behalf of the UNITE Edinburgh Not for Profit Branch, in relation to the Edinburgh IJB Annual Performance Report 2017-18..

The deputation highlighted the following issues and concerns:

- The funding of social care required improvement
- The IJB Annual Performance Report 2017-18 did not include information on the retention of support workers, which was an issue due to conditions of the job and lack of job security
- The Scottish Living Wage was not sufficient to retain skilled workers
- Trained staff were needed due to the increase in the elderly population
- The report did not include details of the effects of reducing services and outsourcing to the private sector

- The deputation suggested that the Joint Board consider surveying social care workers and clients with regard to these issues

The Chair thanked the deputation and agreed to engage further with them on the issues raised.

## **2. Edinburgh IJB Annual Performance Report 2017-18**

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The Annual Performance Report for 2017/18 was presented. As required by the Public Bodies (Joint Working) (Scotland) Act 2014, the report was published by the 31 July 2018. Joint Board members had been given the opportunity to contribute to the report prior to publication.

### **Decision**

To note the Annual Performance Report.

(References – Edinburgh Integration Joint Board, 15 June 2018 (item 6); report by the IJB Chief Officer, submitted.)

## **3. Minutes**

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### **Decision**

- 1) To approve the minute of the meeting of the Edinburgh Integration Joint Board of 15 June 2018 as a correct record, subject to a correction (Kirsten Hey was in attendance).
- 2) To approve the minute of the meeting of the Edinburgh Integration Joint Board of 10 August 2018 as a correct record.

## **4. Sub-Group Minutes**

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Updates were given on Sub-Group and Committee activity.

### **Decision**

- 1) To note the minute of the meeting of the Audit and Risk Committee of 23 July 2018.
- 2) To note the minute of the meeting of the Strategic Planning Group of 22 June 2018.
- 3) To note the minute of the meeting of the Strategic Planning Group of 20 July 2018.

## **5. Rolling Actions Log**

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The Rolling Actions Log for 28 September 2018 was presented.

## **Decision**

- 1) To agree to close the following actions:
    - (a) Action 2 – Financial Update
    - (b) Action 4 – Grants Review – Scope, Methodology and Timescales
    - (c) Action 5 – John’s Campaign
    - (d) Action 6 – Winter Plan 2017-18
    - (e) Action 7 – Joint Board Membership and Appointments to Committee and Sub-Groups
    - (f) Action 13 – Note of the Meeting the Strategic Planning Group of 9 March 2018
    - (g) Action 20 – Edinburgh Primary Care Improvement Plan
  - 2) To otherwise note the remaining outstanding actions.
- (Reference – Rolling Actions Log – 28 September 2018, submitted.)

## **6. Internal Audit Annual Opinion**

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The Edinburgh Integrated Joint Board Audit and Risk Committee had referred a report detailing the Internal Audit annual opinion for the year ended 31 March 2018.

### **Decision**

- 1) To note that there was a number of areas where further work was needed to close internal audit actions and to direct the Chief Officer to provide a detailed action plan to the next Audit and Risk Committee.
- 2) To note the final ‘significant enhancements’ red rated Internal Audit opinion for the year ended 31 March 2018.
- 3) To note the arrangements in place in the Edinburgh Health and Social Care Partnership to scrutinise audit activity and provide assurance to the Joint Board, the City of Edinburgh Council and NHS Lothian.

(References – EIJB Audit and Risk Committee, 23 July 2018 (item 4); report by the IJB Chief Officer, submitted.)

## **7. Edinburgh Integration Joint Board Accounts 2017/18**

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The annual accounts for the Joint Board for 2017/18 were presented for approval following scrutiny by the Audit and Risk Committee. During discussion, it was highlighted that there had been a large number of councillors sitting on the Joint Board and that this should be a longer term commitment.

### **Decision**

- 1) To approve and adopt the annual accounts for 2017/18.

- 2) To delegate authority to the Chief Finance Officer to 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 Chief Finance Officer) to sign the annual report and accounts on behalf of the Joint Board.
- 4) To authorise the Chief Finance Officer to sign the representation letter to the auditors on behalf of the Joint Board.

(References – Edinburgh Integration Joint Board, 15 June 2018 (item 9); report by the IJB Chief Officer, submitted.)

## **8. 2018/19 Financial Position**

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An overview of the financial position for the period to August 2018 and the forecast year end position was provided.

### **Decision**

- 1) To note that delegated services were reporting an overspend of £4.7m for the period to the end of July 2018, and that this was projected to rise to £11.9m by the end of the financial year.
- 2) To acknowledge that ongoing actions were being progressed to reduce the predicted in year deficit to achieve a year end balanced position, however, no assurance could be given of the achievement of break even at this time.
- 3) To task the Chief Officer to prepare a Direction to the City of Edinburgh Council in relation to the additional £4m of funding being made available by NHS Lothian in respect of increasing capacity of care at home services.
- 4) To agree that a report would be presented to the next meeting of the Joint Board detailing the proposed Direction and the early and initial impact of the use of this funding in relation to key areas of pressure.

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

## **9. Evaluation of 2017/18 Winter Plan and Winter Plan 2018/19**

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An evaluation of the Winter Plan 2017/18 was presented to the Joint Board. Details were also provided of the winter planning process for 2018/19, including the Partnership's financial allocation for 2018/19.

### **Decision**

- 1) To note the outputs and lessons learned from winter 2017/18.
- 2) To note progress with winter planning for 2018/19.

- 3) To note that the Edinburgh Health and Social Care Partnership was developing a robust winter strategy in response to learning from winter 2017/18 as well as supporting new initiatives to continuously improve the winter planning processes.
- 4) To agree that a business case for the expansion of the Hospital at Home service would be presented to the Joint Board by the end of March 2019.
- 5) To agree that officers would circulate details of the flu vaccination programme to enable members to promote to citizens, colleagues and partner organisation.

### **Declaration of Interests**

Christine Farquhar declared a non-financial interest in the above item as a Director of VOCAL.

(References – Edinburgh Integration Joint Board, 15 December 2017 (item 6); report by the IJB Chief Officer, submitted.)

## **10. British Sign Language (BSL) Plan 2018-2024**

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An overview was provided of the development of the British Sign Language (BSL) local Plan for the Edinburgh Health and Social Care Partnership and the City of Edinburgh Council.

### **Decision**

- 1) To note the Edinburgh Health and Social Care Partnership's commitments and actions, as set out in the "Health (including Social Care), Mental Health and Wellbeing" section of the Plan.
- 2) To note the report and to agree to consider a further progress report in October 2020.
- 3) To note that the BSL Plan was subject to a consultation period with BSL users which ended on 7 September 2018. The Plan would be finalised and submitted to the Scottish Government by 24 October 2018.

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

## **11. John's Campaign**

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A motion was agreed by the Joint Board in November 2017, which highlighted the value of embedding John's Campaign across all hospital and residential homes managed by the Edinburgh Health and Social Care Partnership. An update was provided on a framework for delivery of this initiative and background information to the campaign.

### **Decision**

- 1) To agree that all hosted older peoples in bed services formally sign up to John's campaign.

- 2) To agree that all local authority care homes sign up to John's campaign.
- 3) To work in partnership with the independent sector and the voluntary sector to embed John's campaign across all older people's residential services within the Edinburgh.
- 4) To support the launch of John's campaign in Edinburgh.
- 5) To agree that the benefits of John's Campaign should be formally measured.
- 6) To instruct the Chief Officer to act on the Joint Board's behalf in carrying out these actions and to request an update report in 12 months' time on progress.

(References – Edinburgh Integration Joint Board, 17 November 2017 (item 12); report by the IJB Chief Officer, submitted.)

## **12. Chief Social Work Officer Annual Report 2017/18**

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The Chief Social Work Officer's Annual Report for 2017/18 was presented. Details were provided of the key issues facing social work and social care in Edinburgh, including data on statutory services, areas of decision making and the main developments and challenges.

### **Decision**

To note the Chief Social Work Officer's Annual Report for 2017/18.

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

## **13. Public Bodies Climate Change Duties**

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The Joint Board was required, under the obligations placed on public bodies by the Climate Change (Scotland) Act and associated regulations, to complete a Public Bodies Climate Change Duties Report to cover the financial year 2017-18. This was presented to the Joint Board for approval.

### **Decision**

- 1) To note the requirements of the Climate Change (Scotland) Act.
- 2) To approve the draft Edinburgh Integration Joint Board Public Bodies Climate Change Duties Report: 2017/18.
- 3) To agree that a briefing note would be circulated to members providing details of facilitation training sessions, the Edinburgh Adapt Steering Group and the number of impact assessments reviewed by the pan-Lothian group.

### **Declaration of Interests**

Martin Hill declared a non-financial interest in the above item as a board member on the Scottish Environment Protection Agency.

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

## 14. Cramond Surgery Update

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An update was provided on the Standard Business Case for the upgrade of Cramond Surgery.

### Decision

- 1) To note that the Cramond Practice operated from a 30-year-old surgery which suffered from cramped facilities, poor layout, and unsatisfactory access arrangements.
- 2) To note that the Practice agreed to a lease extension of 21 years in April 2017 on the understanding that the Edinburgh Health and Social Care Partnership would support the Practice in its efforts to improve the property.
- 3) To note that the building owners, Assura PLC, had offered £157.5K to make good dilapidations and to contribute to the improvement works.
- 4) To note that a preferred option that would create additional clinical capacity and reconfigure the internal layout of the building would incur total capital costs of £366K of which £100K will be funded by Assura.
- 5) To approve the accompanying Business Case which sought capital funding of £266K from NHS Lothian for the improvements to the Practice surgery.

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

## 15. Appointments to Committees and Sub-Committees

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Approval was sought to appoint two members to the IJB Audit and Risk Committee.

### Decision

- 1) To approve the appointment of Richard Williams to the IJB Audit and Risk Committee, in his capacity as an NHS Lothian member of the Integration Joint Board.
- 2) To approve the appointment of Christine Farquhar to the IJB Audit and Risk Committee, in her capacity as a non-voting member of the Integration Joint Board, on a temporary basis until the review of IJB Governance had completed.

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

## 16. Consultation Response – Licensing Policy

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In terms of paragraph 7.4 of the Joint Board's Standing Orders, an additional item of business was considered on grounds of urgency. An overview was provided on the submission from the Edinburgh Alcohol and Drug Partnership, in agreement with the Licensing Board, with regards to the harmful effects of alcohol and overprovision.

**Decision**

To endorse the submission for the Licensing Board's Policy Consultation which would be a joint response from the Edinburgh Drug and Alcohol Partnership and the Edinburgh Integration Joint Board.

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