



# Minutes

## Edinburgh Integration Joint Board

**9:30 am, Friday 29 March 2019**

Dean of Guild Court Room, City Chambers, Edinburgh

**Present:**

**Board Members:**

Councillor Ricky Henderson (Chair), Carolyn Hirst (Vice Chair), Councillor Robert Aldridge, Mike Ash, Colin Beck, Andrew Coull, Christine Farquhar, Helen Fitzgerald, Councillor George Gordon, Kirsten Hey, Martin Hill, Councillor Melanie Main, Angus McCann, Ian McKay, Moira Pringle, Judith Proctor, Ella Simpson, Councillor Susan Webber, Richard Williams and Pat Wynne.

**Officers:** Tom Cowan, Tony Duncan and Lesley Birrell.

**Apologies:** Carole Macartney and Alison Robertson.

### 1. Minutes

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**Decision**

To approve the minute of the meeting of the Edinburgh Integration Joint Board of 8 February 2019 as a correct record subject to adding Pat Wynne to the list of members present.

### 2. Sub-Group Minutes

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Updates were given on Sub-Groups and Committee activity.

**Decision**

- 1) To note the minute of the meeting of the Audit and Risk Committee of 16 November 2018.
- 2) To note the minute of the meeting of the Professional Advisory Group of 8 January 2019.

- 3) To note the minute of the meeting of the Strategic Planning Group of 30 November 2018.
- 4) To note that the Chief Officer would provide a presentation on prescribing to a future meeting of the Joint Board.

### 3. Rolling Actions Log

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The Rolling Actions Log for March 2019 was presented.

#### Decision

- 1) To agree to close the following actions:
    - Action 11 – Recommendations from the Health and Social Care Grants Review Programme 2019
    - Action 14 – Performance Report – Sickness Absence.
  - 2) To otherwise note the remaining outstanding actions.
- (Reference – Rolling Actions Log – 29 March 2019, submitted.)

### 4. Carers Strategy

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The previous Edinburgh Joint Carer Strategy 2014-2017 had been reviewed independently by Edinburgh Voluntary Organisations Council (EVOC) in 2017 to measure its impact. The review had made six recommendations for the new Strategy as follows:

- Focus on Implementation
- Broaden ownership of the strategy
- Maintain the same priorities in the new strategy
- Recognise the fundamental differences of young carers
- Futureproof the strategy
- Measure Impact

The 2019-2022 Strategy had been developed in partnership with Edinburgh Health and Social Care Partnership, key stakeholder partners from the third sector, unpaid young and adult carers and incorporated the six recommendations and the new duties from the Carer (Scotland) Act 2016.

The Strategy supported a shift towards supporting and enabling carers and aimed to have a positive impact on the sustainability of their caring role. Outcomes from the current pilots would also form the detail of an implementation plan.

#### Decision

- 1) To approve progress being made on the development of the strategy and implementation plan, which was being produced with third sector stakeholders and internal partners and led by the lead officer for carers.

- 2) To agree that the six priorities identified would meet the outcomes of the Carer Strategy.
- 3) To note the key performance indicators would be included in the Joint Board's overall performance framework.
- 4) To ask the Chief Officer to report to a future meeting of the Joint Board setting out clear timelines for delivering the implementation plan for the Strategy.

(References – Edinburgh Integration Joint Board 14 December 2018 (item 10); report by the IJB Chief Officer, submitted.)

### **Declaration of Interests**

Christine Farquhar declared a non-financial interest in the above item as the former Chair of Upward Mobility, a Trustee of VOCAL, a carer and guardian of a person in receipt of direct payments.

## **5. Short Break Services Statement (Unpaid Carers)**

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A short-life Working Group had been established to develop the Short Break Services Statement for Unpaid Carers in compliance with the requirements of the Carers (Scotland) Act 2016. The Group comprised a carer, two third sector representatives and an officer from the Edinburgh Health and Social Care Partnership Integrated Carers Team. The Statement had then been reviewed and approved by the Strategic Carers Partnership in December 2018.

The Short Break Services Statement for Unpaid Carers (SBSS) was presented. The Statement provided information about short breaks available both locally and across Scotland for unpaid carers and the person or persons they cared for.

### **Decision**

- 1) To approve the Short Break Services Statement (SBSS) for Unpaid Carers.
- 2) To recommend the publication of the SBSS.
- 3) To note that there were additional funds through the Carers (Scotland) Act 2016 five year financial settlement to implement additional short breaks support for carers.
- 4) To agree that the Chief Officer would provide a further update to the next meeting of the Joint Board on 24 May 2019; the report to include clarification on where responsibility for support for carers lay where caring was undertaken which cut across more than one local authority area.

(References – Edinburgh Integration Joint Board 14 December 2018 (item 10); report by the IJB Chief Officer, submitted.)

### **Declaration of Interests**

Christine Farquhar declared a non-financial interest in the above item as the former Chair of Upward Mobility, a Trustee of VOCAL, a carer and guardian of a person in receipt of direct payments.

## 6. Edinburgh Integration Joint Board Draft Strategic Plan 2019-2022

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The revised draft of the Joint Board's Strategic Plan 2019-2022 was presented. The earlier work conducted by Reference Groups considering Older People (Ageing Well), Mental Health (Thrive), Learning Disabilities, Physical Disabilities, and Primary Care had informed the process with outputs being mapped carefully to the planned Change Programme. Other aspects of these plans would be taken forward as part of normal business within relevant service areas.

An earlier version of the revised draft Strategic Plan 2019-2022 was considered at the Strategic Planning Group meeting held on 15 March 2019.

### **Decision**

- 1) To approve the revised draft Strategic Plan 2019-2022 for public consultation as set out in Appendix 1 of the report.
- 2) To recognise the essential work conducted by the Reference Groups which had shaped and informed the draft Strategic Plan 2019-2022.
- 3) To approve the draft EIJB Strategic Framework on a page as set out in Appendix 2 of the report.
- 4) To note that a report taking into account views expressed at this meeting and setting out the detailed consultation feedback and responses would be considered initially by the Strategic Planning Group and thereafter submitted to the Joint Board for approval.
- 5) To agree that the Chief Officer would write to the Chairs of the Reference Groups and Working Groups inviting them to actively participate in the consultation on the strategic plan with an assurance that they would be kept updated as the consultation progressed.

(References – Edinburgh Integration Joint Board 8 February 2019 (item 10); report by the IJB Chief Officer, submitted.)

### **Declaration of Interests**

Christine Farquhar declared a non-financial interest in the above item as the former Chair of Upward Mobility, a Trustee of VOCAL, a carer and guardian of a person in receipt of direct payments.

## 7. Lothian Strategic Planning Forum

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Information was provided on a proposal to establish a Lothian Strategic Planning Forum comprising representatives from the four Integration Joint Boards across Lothian and the Board of NHS Lothian.

The Forum would provide an opportunity to discuss areas of focus common to all organisations and allow a more collective approach to be taken to significant issues of strategy.

The inaugural meeting of the Forum was scheduled for 4 April 2019 where its terms of reference and future agenda would be discussed.

### **Decision**

- 1) To note the implementation of a Lothian Strategic Planning Forum.
- 2) To note the membership and agenda of the Forum.
- 3) To agree that the Chair and Vice-Chair would represent the Edinburgh Integration Joint Board on the Lothian Strategic Planning Forum and that the Chief Officer and other relevant officers would also attend.

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

## **8. 2019/2020 Financial Plan**

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An update was provided on the financial plan for 2019/2020. The Board had received moderate assurance at its meeting on 8 February 2019 regarding achieving a balanced year end position for 2018/2019. There had been no material change since then and the status of moderate assurance remained.

The City of Edinburgh Council agreed its financial plan for 2019/20 on 21 February 2019. NHS Lothian had not yet concluded its financial planning process and an update was expected to their Finance and Resources Committee in March 2019.

Based on the financial information available, the Joint Board had developed its financial plan and associated savings programme.

### **Decision**

- 1) To note that there was no change to the moderate assurance given in relation to achieving a balanced year end position for 2018/19.
- 2) To note the anticipated budget offers from the City of Edinburgh Council and NHS Lothian.
- 3) To note the resultant financial plan based on the anticipated delegated budgets.
- 4) To agree the draft savings and recovery programme for 2019/20 as outlined in appendix 1 of the report.
- 5) To note the efforts being made to reach a balanced position and remit the Chair, Vice-Chair, Chief Officer and Chief Finance Officer to meet with senior representatives from City of Edinburgh Council and NHS Lothian to progress the options to support a balanced financial plan.
- 6) To remit to the Chief Officer, in consultation with the Chair and Vice-Chair, to determine if an additional meeting of the Joint Board was required pending the outcome of discussions with the Council and NHS Lothian.

- 7) To agree that a framework for a medium term financial strategy be developed and presented to the next meeting of the Joint Board on 24 May 2019; the report to also include information on the level of funding in the Joint Board's reserves not yet targeted and funding which had already been committed by the Joint Board.
- 8) To agree that a paper be submitted to the next meeting of the Joint Board on 24 May 2019 on funding plans for the following Scottish Government projects: Seek, Keep & Treat Framework and Action 15 (Increase the Workforce) of the Mental Health Strategy 2017-2027.

(References – Edinburgh Integration Joint Board 8 February 2019 (item 7); report by the IJB Chief Officer, submitted.)

## 9. Performance Report

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An overview was provided of the activity and performance of the Edinburgh Health and Social Care Partnership and certain set aside functions of the Joint Board. An overview of performance covering key local indicators and national measures to the end of January 2019 was also provided.

### Decision

- 1) To note the performance of Edinburgh Health and Social Care Partnership and Edinburgh Integration Joint Board against a number of indicators for the period to January 2019.
- 2) To agree the objectives for the Ministerial Strategic Group indicators for 2019-2020.

(References – Edinburgh Integration Joint Board 14 December 2018 (item 17); report by the Chief Finance Officer, submitted.)

## 10. Review of Progress within Integration of Health and Social Care – Ministerial Strategic Group

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The “*Health and Social Care Integration – Update on Progress*” report from Audit Scotland published on 15 November 2018 explored the impact public bodies were having on integration of health and social care services.

The report highlighted good progress with integration, but recognised some challenges that needed to be resolved including financial planning, governance, strategic planning and leadership capacity.

An overview was provided of the proposals set out in the Ministerial Strategic Group – Review of Progress with Integration of Health and Social Care report.

It was proposed to submit an update report to the Joint Board's Audit and Risk Committee in six months on the action taken with the recommendations from the

Audit Scotland report and proposals from the Ministerial Strategic Group Review of progress with integration of health and social care.

### **Decision**

- 1) To note the findings and proposals from the Ministerial Strategic Group review report attached as Appendix 1 to the report by the Chief Officer.
- 2) To note the actions on other organisations as set out in the report and the letter from the NHS Director General and Chief Executive of CoSLA as set out in Appendix 2 and in doing so, direct the Chair, Vice Chair and Chief Officer to work with NHS Lothian, the City of Edinburgh Council, CoSLA and Scottish Government as appropriate and to take part in the self-assessment exercise proposed in the review.
- 3) To request that the Chief Officer report on actions being taken across all organisations in support of the recommendations in the MSG report in relation to the Edinburgh Integration Joint Board and request a further report on this to the Joint Board meeting on 24 May 2019.

(Reference – report by the Chief Officer, submitted)

## **11. Update on the Edinburgh Integration Joint Board Grants Review**

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An update was provided on progress with the implementation of the health and social care grants programme following the decisions taken by the Joint Board on 14 December 2018.

### **Decision**

- 1) To note the progress outlined in the report by the Chief Officer.
- 2) To agree to defer a decision of the use of £100k set aside for the innovation fund in order to ensure alignment with the £200k transition fund established by the City of Edinburgh Council.
- 3) To agree to receive a report to a future meeting of the Joint Board on those projects which had been successful in securing grant funding.
- 4) To agree that a report be brought back to a future meeting of the Joint Board on work being carried out to address how inequalities were being tackled across all services in the Partnership together assurance that the Board were meeting their legal obligations under the Equality Act 2010.

(References – Edinburgh Integration Joint Board 14 December 2018 (item 5); report by the Chief Officer, submitted)

### **Declaration of Interests**

Christine Farquhar declared a non-financial interest in the above item as the former Chair of Upward Mobility, a Trustee of VOCAL, a carer and guardian of a person in receipt of direct payments.



## 12. Calendar of Meetings

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A proposed schedule of meetings and development sessions for the period August 2019 to December 2020 was submitted.

The following amendment by Councillor Webber was also submitted in terms of Standing Order 10.3:

“Deletes all and replaces with:

- 1) Recognises the benefit of public involvement and the important role web casting of the meetings plays in this. Notes that EIJB meetings are held in public, and that there is an equalities implication in that, so as to be available to all sections of the public, meetings should be webcast.
- 2) Therefore, the Board agrees to continue to webcast formal EIJB board meetings.
- 3) Notes that the proposed schedule would make it impossible to webcast formal meetings, and causes timetabling clashes which would prevent members attending meetings.
- 4) Recognises that in audit findings the turnover of elected members on the EIJB has been identified as a significant risk. Notes that it is important to have a stable membership of informed and engaged elected members and NHS Lothian members which is put at risk where members cannot attend on a regular basis.
- 5) The Edinburgh Integration Joint Board instructs officers to:
  - a) To continue with existing arrangements for formal EIJB meetings to ensure webcasting is possible;
  - b) Present a revised calendar to December 2020 within one cycle to the EIJB, taking cognisance of NHSL and CEC committee schedules, and relevant national meetings scheduling, ensuring that formal meetings continue to be webcast and members are able to attend meetings.”

- moved by Councillor Webber, seconded by Richard Williams

### **Decision**

To continue consideration of the report and the terms of the amendment by Councillor Webber to a future meeting of the Joint Board to allow the Chief Officer to review the proposals taking into account comments expressed by members at this meeting; the further report to include detailed costings associated with webcasting and clerking services.