

Minute

Edinburgh Integration Joint Board

10.00am, Tuesday 27 April 2021

Held remotely by video conference

Present:

Board Members:

Angus McCann (Chair), Councillor Ricky Henderson (Vice-Chair), Councillor Robert Aldridge, Bridie Ashrowan, Carl Bickler, Heather Cameron, Andrew Coull, Councillor Phil Daggart, Christine Farquhar, Helen FitzGerald, Councillor George Gordon, Ruth Hendery, Kirsten Hey, Nancy Mackenzie, Ian Mackay, Jacqui Macrae, Councillor Melanie Main, Allister McKillop, Moira Pringle, Judith Proctor, Peter Murray and Richard Williams.

Officers: Matthew Brass, Jessica Brown, Sarah Bryson, Ann Duff, Nikki Conway, Tom Cowan, Tony Duncan, Rachel Gentleman, Lauren Howie, Linda Irvine-Fitzpatrick, Angela Ritchie and Hazel Stewart.

Apologies: Martin Hill

1. Minutes

Decision

To approve the minute of the Edinburgh Integration Joint Board of 24 March 2021, subject to the amendment of 'contacts' to 'contracts' in point 2 under Proposals 1 and 2 at Item 5 – Financial Plan 2021/22.

2. Rolling Actions Log

The Rolling Actions Log for March 2021 was presented.

Decision

- 1) To agree to close Action 2 – Finance Update.

- 2) To note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted).

3. Appointments to the Edinburgh Integration Joint Board and Committees

The Board was presented with a report informing members of changes in membership.

Decision

- 1) To note that the NHS Lothian Board had agreed to appoint Nancy McKenzie as a voting member to the Joint Board, with effect from 7 April 2021.
- 2) To appoint Nancy McKenzie to the Strategic Planning Group and the Performance and Delivery Committee as a voting member.
- 3) To appoint Heather Cameron as a non-voting member of the Joint Board and to the Futures Committee as the AHP Lead member.
- 4) To appoint Grant Macrae and Allister McKillop to the Strategic Planning Group as non-voting members, subject to the completion of satisfactory PVG checks.
- 5) To appoint to Ruth Hendery to the Performance and Delivery Committee as a non-voting member, subject to the completion of satisfactory PVG checks.

(Reference – Report by the Chief Officer, Edinburgh Integration Joint Board, submitted).

4. 2021/22 Financial Plan Update

Following approval of the 2021/22 Financial Plan in March 2021, the Board was presented with an update on progress.

Most significantly, the report updated members on the contract uplifts for 2021/22. In March, it was noted that the position was fluid, however, since then, it had been agreed nationally that there would be a 2.2% uplift to support providers to pay staff the real living wage. It was noted that the Chair, Vice-Chair and Chief Officer agreed to this position based on the advice of the Chief Finance Officer.

Decision

- 1) To note progress.
- 2) To homologate the decision made under urgency arrangements to implement the nationally agreed 2.2% contract uplift at an estimated cost of £4.7m.
- 3) To agree that officers would continue tripartite efforts with colleagues in the City of Edinburgh Council and NHS Lothian to bridge the remaining anticipated in year shortfall.
- 4) To recirculate the Edinburgh Joint Carers Strategy Spending Plan paper from the February 2021 Board meeting.

(Reference – Report by the Chief Finance Officer, Edinburgh Integration Joint Board, submitted.)

5. Strategy Progress Report

An update on the progress of the next strategic planning cycle was presented. Members noted the prior development through the Strategic Planning Group and Futures Committee and the effort to align the strategic framework with the Scottish Government sponsored Review of Adult Social Care, The City of Edinburgh Council's Business Plan 2030 and the NHS Lothian emerging Strategic Framework.

Moving forward, members were assured that the Transformation Programme would become the core of the Strategic Plan, and although the Transformation Programme had been delayed as a result of the pandemic, the next stage was due to be completed by August 2021.

Decision

- 1) To note the progress of the current strategic planning cycle.
- 2) To agree the SPG approved strategic ENDS, WAYS and MEANS and refined strategic priorities.
- 3) To note the progress of the Transformation Programme and the plan to transition this work into the Strategic Core Programme.
- 4) To note the progress of the Joint Strategic Needs Assessment.
- 5) To note the progress and plan for engagement and consultation.
- 6) To note the timeline and milestones for development and production of the next 3-year strategic commissioning plan 2022-25.
- 7) To request that consideration was given to including a shorter summary of strategy reports.

(Reference – Report by the Head of Strategic Planning, EHSCP, submitted).

6. The Edinburgh Pact: Formulation to Enactment

A summary of the creation and formulation of the Edinburgh Health and Social Care Pact was presented. The report defined the Pact and provided information on the extensive engagement and participation undertaken to date. The ways in which the Pact had been seen in action throughout different communities was highlighted and key milestone dates moving forward from now until 2024 were provided.

Decision

- 1) To recognise the extensive dialogue that took place from June 2020 to March 2021 with citizens, communities of interest, public, third and private sector staff and city leaders to co-create the Edinburgh Health and Social Care pact.
- 2) To support the formulation of the Pact framed on Wellbeing, in line with current policy and anticipating future policy direction.

- 3) To welcome the continuing and planned dialogue session with citizens and staff.
- 4) To agree to the enactment of a three-year community mobilisation plan which set out clear milestones which reflected the themes and policy drivers identified through the dialogue process.
- 5) To support the extension of the EIJB Grant Programme 2019-22 programme for a further year to 31 March 2023 recognising the need for a degree of stability as the third sector recovered from the Covid-19 pandemic and engaged in the community mobilisation programme.
- 6) To agree that the initial tranche of £1m new investment would be focused on creating a strong infrastructure to support community mobilisation and delivery in line with the evidence base.
- 7) To endorse the establishment of the Edinburgh Wellbeing Research into Action Community of Practice.

(Reference – Report by the Head of Operations, EHSCP, submitted).

7. EIJB Climate Change Charter

The Climate Change Charter set out the EIJB's commitment to support the attainment of the Edinburgh 2030 net zero carbon emission target, following consideration by the Futures Committee in September 2020.

The report proposed the establishment of climate change champions, a pledge of support to NHS Lothian and the City of Edinburgh Council and changes to business practices to support this aim. Going forward, it was proposed that the Futures Committee would continue to sponsor the development of a higher level and longer-term strategic direction with a particular focus on environmental protection and climate change factors.

Decision

- 1) To agree to adopt the draft EIJB Climate Change Charter.
- 2) To agree to establish climate change champions within EIJB members.
- 3) To note the intent of the Futures Committee to maintain a focus on longer term environmental and climate change factors.

(Reference – Report by the Head of Strategic Planning, EHSCP, submitted).

8. Revised EIJB Complaints Handling Procedure

A revised Model Complaints Handling Procedure (MCHP) was presented for approval.

In alignment with a Scottish Public Services Ombudsman's (SPSO) template and following a consultation conducted by the SPSO, the revised MCHP presented to the Board was made up of five parts set out in the report. It was noted that the Chair

had approved the Procedure in order for its implementation by the required date of 1 April 2021, with formal approval sought from the Board.

Decision

- 1) To approve the draft EIJB Complaints Handling Procedure (CHP) for immediate implementation.
- 2) To include an explanation of the SPSO and its role in the published procedure.
- 3) To delegate the role of reviewing complaints to the Clinical and Care Governance Committee and to report any trends or issues relating to the IJB back to the Board.
- 4) To continue an ongoing dialogue with SPSO to feedback any issues with the Complaints Handling Procedure framework.

(Reference – Report by the Chief Officer, Edinburgh Integration Joint Board, submitted).

9. EIJB Consultation Protocol

The Board was presented with a report that sought to agree an approach to consultation submissions.

The proposed approach suggested that, if the consultation request would have a significant impact on the business of the EIJB, or deemed as high profile, then it would be approved by the EIJB and a draft submission would be presented to the Board prior to actual submission.

Members noted that, as consultation deadlines were outwith the control of the EIJB, there may be occasions where the Board was not able to approve the consultation response prior to its submission. In these instances, the Board would be consulted via email and then presented at the next meeting for retrospective agreement.

Decision

- 1) To agree the EIJB Consultation Protocol.
- 2) To agree to delegate the responsibility for responding to consultations on behalf of the EIJB to the Chief Officer in consultation with the Chair and Vice-Chair where there was a small impact on the business of the EIJB.
- 3) To agree to inform members when consultations were received and whether a response would be submitted at the beginning of the process to allow member input.

(Reference – Report by the Chief Officer, Edinburgh Integration Joint Board, submitted).

10. Edinburgh Integration Joint Board and Committee Dates 2022

The proposed meeting dates for 2022 were presented for approval. These included Board meetings, Development Sessions, Budget Working Groups and Committee dates.

The report also advised that until there was a substantial easing of restrictions on indoor group gatherings due to the pandemic, meetings would remain virtual until further notice.

Decision

- 1) To agree the proposed EIJB dates for 2022.
- 2) To agree the proposed Development Session and Budget Working Group dates for 2022.
- 3) To agree the proposed Committee dates for 2022.
- 4) To review the proposed Performance and Delivery Committee dates for April and August 2022.
- 5) To note that meetings would remain virtual via Microsoft Teams until further notice.

(Reference – Report by the Chief Officer, Edinburgh Integration Joint Board, submitted).

11. Committee Updates

A report was presented which provided an update on the work of the IJB committees which had met since the last Board meeting. In addition to the summary report, draft minutes of the Clinical and Care Governance Committee and Strategic Planning Group were submitted for noting.

Decision

To note the update and the draft minutes of the IJB Committees.

(Reference – Report by the Chief Officer, Edinburgh Integration Joint Board, submitted.)