

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within MS TEAMS VIRTUAL MEETING ROOM, on 26 MARCH 2024.

Present

Voting Members – Tom Conn (Chair), Tony Boyle, Martin Connor, Damian Doran-Timson, George Gordon, Amjad Khan and Andrew McGuire

Non-Voting Members – Lesley Cunningham, Hamish Hamilton, David Huddleston, Jo MacPherson, Alan McCloskey, Douglas McGown, Donald Noble, Ann Pike, Alison White and Linda Yule

Apologies – John Innes

Absent – Steven Dunn

In attendance – Robin Allen (Senior Manager, Older People Services), Sharon Houston (Head of Strategic Planning and Performance), Fiona Huffer (Chief Allied Health Professional), Yvonne Lawton (Head of Health), Karen Love (Senior Manager, Adult Services), James Millar (Standards Officer) and Mike Reid (General Manager, Mental Health and Addictions)

1 OPENING REMARKS

The Chair welcomed new Voting Member Amjad Khan to the meeting.

2 DECLARATIONS OF INTEREST

There were no declarations of interest made.

3 MINUTES

The IJB approved the minute of its meeting held on 18 January 2024 as a correct record.

4 MINUTES FOR NOTING

- a The IJB noted the minute of the West Lothian Integration Joint Board Audit, Risk and Governance Committee held on 13 December 2023.
- b The IJB noted the minute of the West Lothian Integration Joint Board Strategic Planning Group held on 20 December 2023.

5 MEMBERSHIP & MEETING CHANGES

The Clerk advised that the Health Board had appointed Prof Amjad Khan as voting member of the IJB as of 7 February 2024.

Decision

To note the appointment of Prof Amjad Khan.

6 TIMETABLES OF MEETINGS 2024/25

A proposed timetable of meetings for IJB and a proposed timetable of meetings for the Strategic Planning Group 2024/25 session had been circulated for approval.

Decision

1. To approve the IJB timetable of meetings for 2024/25.
2. To approve the Strategic Planning Group timetable of meetings for 2024/25.

7 CHIEF OFFICER REPORT

The IJB considered a report (copies of which had been circulated) by the Chief Officer providing a summary of key developments relating to West Lothian IJB and updating members on emerging issues.

It was recommended that the IJB note and comment on the key areas of work and service developments that had been taking place within West Lothian in relation to the work of the Integration Joint Board.

Decision

To note the terms of the report.

8 2023/24 FORECAST OUTTURN

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an update on the 2023/24 budget forecast position for the IJB based on the outcome of the latest monitoring process.

It was recommended that the IJB:

1. Consider the forecast outturn for 2023/24 which took account of delivery of agreed savings;
2. Note the projected year end overspend of £0.867m;
3. Subject to securing West Lothian Council's agreement, agree in principle that the year-end overspend within social care functions be funded equally by the Council and from the Board's reserves;
4. In the event that Council agreement was secured, delegate

authority to the Chief Officer to issue any directions required to give effect to it and to ensure receipt of the council's payment;

5. Note the planned use of £0.425m of the 2023/24 budget reserve to achieve break-even in 2023/24 based on the current forecast; and
6. Note that the West Lothian Integration scheme stated that where an overspend occurred the Chief Finance Officer would discuss and negotiate with the relevant party, and that the parties might make additional payments to the Board, the amount to be the subject of discussion amongst the Chief Finance Officer and the parties.

Decision

To approve the terms of the report.

9 2024/25 BUDGET AND MEDIUM-TERM FINANCIAL PLAN

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer presenting the outcome of the financial assurance process on the agreed West Lothian Council budget contribution and the proposed NHS Lothian budget contribution to the IJB for 2024/25. The report also sought approval for an updated two-year budget plan. Finally, the report sought approval for the issue of Directions to West Lothian Council and NHS Lothian for delivery of delegated services in 2024/25 and to implement 2024/25 savings measures.

It was recommended that the IJB:

1. Note the financial assurance undertaken on West Lothian Council and NHS Lothian budget contributions for 2024/25;
2. Agree that West Lothian Council and NHS Lothian budget contributions for 2024/25 be used to allocate funding to Partners to operationally deliver and financially manage IJB delegated services from 1 April 2024 (Appendix 1 and 2 of the report);
3. Agree that the 2024/25 Budget Directions be issued to West Lothian Council and NHS Lothian (Appendix 3 of the report);
4. Agree the updated 2024/25 to 2025/26 budget plan and saving measures (Appendix 4 of the report) as part of the updated four-year financial outlook;
5. Note the risks to deliverability of the proposed saving measures (Appendix 5 of the report);
6. Agree the amended Saving Directions be issued to West Lothian Council and NHS Lothian in respect of operational delivery of saving measures (Appendix 6 of the report);
7. Note the result of the integrated impact assessment of the

proposed saving measures (Appendix 7 of the report);

8. Agree the proposals in respect of use of IJB reserves;
9. Note the update on compliance with the CIPFA Financial Management Code (Appendix 8 of the report);
10. Agree the updated IJB Annual Financial Statement (Appendix 9 of the report); and
11. Consider the Technology Enabled Care (TEC) application for release of £0.325m from the transformation fund (Appendix 10 of the report).

Decision

To approve the terms of the report.

10 COMING HOME DYNAMIC SUPPORT REGISTER

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Adult Services advising members of the work being progressed in relation to the Coming Home Dynamic Support Register.

It was recommended that the IJB:

1. Note the contents of the report; and
2. Note that further update reports would be provided to the Board on a 6- monthly basis.

Decision

To note the terms of the report.

11 REDUCTION OF ACUTE MENTAL HEALTH BEDS IN WARD 17, ST JOHN'S HOSPITAL

The IJB considered a report (copies of which had been circulated) by the General Manager, Mental Health and Addictions providing an update on the issues associated with the current number of beds and high proportion of out-of-area admissions to Ward 17 (Adult Mental Health) and recommending a course of action to improve patient care and safety, in particular, the reduction of Ward 17 beds from 23 to 20.

It was recommended that the IJB:

1. Note the patient care and safety issues associated with the current number of beds in Ward 17 and the high proportion of out-of-area use of these beds;

2. Note that a reduced number of 20 beds would be sufficient to meet the needs of the West Lothian population; and
3. Agree to issue a Direction to NHS Lothian to reduce the number of beds in Ward 17 from 23 to 20.

Decision

To approve the terms of the report.

12 CARE AT HOME PROGRESS REPORT

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Older Peoples Services providing an update on care at home provision and impact of revised contractual arrangements.

It was recommended that the IJB note the content of the report.

Decision

To note the terms of the report.

13 EAST CALDER HEALTH CENTRE SUPPORT UPDATE

The IJB considered a report (copies of which had been circulated) by the Senior Development Manager, Primary Care providing an update on:

- The actions taken to progress the Outline Business Case (OBC) for the replacement of East Calder Health Centre and
- The refurbishment, reprovisioning, and repair work that is being undertaken to support East Calder Health Centre in the interim until a new-build premise is approved by the Scottish Government.

It was recommended that the IJB:

1. Note the approach taken to support East Calder Health Centre by West Lothian Health and Social Care Partnership (WLHSCP) and NHS Lothian; and
2. Recognise that funding for a new health centre in East Calder could only be approved and provided by the Scottish Government due to the significant financial spend involved.

Members suggested that a letter be sent to the Scottish Government expressing the IJB's dissatisfaction with the delays in the East Calder Health Centre project. The Standards Officer advised that it would be appropriate for the Chief Officer to write the letter in consultation with the Chair on behalf of the IJB. It was then agreed to delegate authority to the

Chief Officer to write to the Scottish Government after the wording of the letter was circulated to voting members.

Decision

To note the terms of the report, subject to the IJB also delegating authority to the Chief Officer to send a letter, in consultation with the Chair, to the Scottish Government expressing the IJB's dissatisfaction with the delays concerning the East Calder Health Centre project, after wording was circulated to voting members.

14 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan.

15 DATES OF FUTURE MEETINGS

A list of dates of future meetings had been circulated for information.

Decision

To note the dates of future meetings.