

MINUTE of ADJOURNED MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within COUNCIL CHAMBERS, CIVIC CENTRE, LIVINGSTON, on 31 MARCH 2016

Present

Voting Members – Councillors Frank Toner (Chair), Alex Joyce, Danny Logue, John McGinty, Anne McMillan, Susan Goldsmith (substitute) and George Walker (substitute).

Non-Voting Members – Marion Barton (substitute for Jim Forrest) Ian Buchanan (Stakeholder Representative), Mairead Hughes (Professional Advisor), Jane Kellock (Chief Social Work Officer) and Patrick Welsh (Chief Finance Officer).

Apologies – David Farquharson, Martin Hill and Julie McDowell (Voting Members) and Jim Forrest, Elaine Duncan, Jane Houston and James McCallum (Non-Voting Members)

In Attendance – Carol Bebbington (Primary Care Manager, NHS Lothian), Alan Bell (Senior Manager, Communities and Information, West Lothian Council), James Millar (Standards Officer) and Steve Field.

1. ORDER OF BUSINESS, INCLUDING NOTICE OF URGENT BUSINESS

The Board agreed a suggestion by the Chair that the report on IJB Financial Assurance (Agenda Item 9) be taken as the first item of business, followed by the Strategic Plan (item 7) and IJB Directions (item 10).

2. DECLARATIONS OF INTEREST

Councillor Logue declared an interest as an employee of NHS Lothian.

Councillor Toner declared an interest as a Non Executive Director, NHS Lothian.

3. IJB FINANCIAL ASSURANCE

The Board considered a report (copies of which had been circulated) by the Chief Finance Officer setting out the outcome of the financial assurance process on the currently proposed resources to be delegated to the IJB for 2016/17. The report replaced and superseded the previous report issued for the Board meeting on 23 March 2016 which had been adjourned to 31 March 2016.

The report described the approach to financial assurance and outlined the matters to be taken into account as part of the assurance process.

The approach described in the report would form the basis of reviewing the 2016/17 resources identified in the report by West Lothian Council and NHS Lothian, subject to the status of each bodies 2016/17 budget plans and information available. In addition, the West Lothian IJB approved Integration

Scheme would also inform the approach taken on financial assurance.

In relation to West Lothian Council Resources, it was noted that West Lothian Council had approved its 2016/17 budget on 23 February 2016, including the 2016/17 level of resources associated with functions delegated to the IJB of £66.685 million. This took account of Scottish Government funding to IJBs, provided in the first instance to Health Boards, of £250 million specifically for social care. For West Lothian, the share of the funding had been confirmed as £7.130 million.

As part of the council's approved budget, a number of assumptions had been made in terms of the £7.130 million, and these were set out in the report.

The report provided a table summarising the 2014/15 outturn, forecast 2015/16 outturn and approved 2016/17 budget associated with council functions delegated to the IJB.

Appendix 1 to the report showed further details on the split of the resources against the various adult social care functions/ services in each year.

In relation to NHS Lothian resources, it was noted that given the ongoing work to progress and balance the NHS Lothian 2016/17 budget, the West Lothian IJB position was indicative at this stage. Full financial assurance of the 2016/17 NHS Lothian contribution to the IJB was not possible at this time and given information of IJB related spend in previous years was fully available, the focus of the assurance would be on the current 2016/17 indicative IJB budget and assumptions attached to these resources. The report provided a table showing an indicative 2016/17 contribution of £133.571 million for the IJB from NHS Lothian, reflecting a £3.077 million increase from the 2015/16 base budget associated with IJB delegated functions.

The split of the £133.571 million between the three elements of the NHS Lothian contribution to the IJB was shown in a table within the report. Further details on the indicative £133.571 million was shown in Appendix 2 to the report, including the split of functions between the payment to the IJB and the share of acute set aside.

In respect of the NHS payment (excluding acute set aside) there was an assumption that £2.287 million of low to medium risk savings would be achieved. In addition, further measures of approximately £2.5 million would also require to be identified to manage anticipated spend within the £104.380 million payment to the IJB.

In respect of overall acute services, substantial savings were required to ensure a balanced budget position could be achieved in 2016/17. For the purposes of IJB strategic planning a notional share of resources totalling £29.191 million had been estimated as West Lothian's share of resources associated with delegated acute functions.

The Director of Finance, NHS Lothian amplified aspects of the information contained in the report. In addition, an offer was made to provide Board members with information reconciling the current indicative budget figures with those presented to the 23 March meeting, and information about health board

budget-setting arrangements and processes.

The report then went on to examine the key risk and uncertainties.

Taking account of the budget resources identified in the report, the indicative level of 2016/17 resources associated with IJB functions was £200,256 million.

The Chief Finance Officer went on to advise that a further report on financial assurance would be provided to the Board following NHS Lothian having finalised their 2016/17 budget plans. Any amendments required to the NHS Lothian budget contribution to the IJB would be taken account of as part of this report, and reflected in revised Directions as necessary.

In addition, financial assurance would be ongoing during the year as part of regular financial reporting on the 2016/17 resources associated with IJB functions.

Finally, questions raised by Board members were dealt with by the Chief Finance Officer and the Director of Finance, NHS Lothian.

It was recommended that the IJB:-

1. Note the financial assurance work undertaken to date;
2. Agree the allocation of the Social Care Fund resources, taking account of Scottish Government requirements;
3. Agree the approved council resources and indicative NHS Lothian resources were allocated back to Partners, via Directions, to operationally deliver and financially manage IJB delegated functions from 1 April 2016; and
4. Agree that a further report on financial assurance would be provided to the IJB following the conclusion of the NHS Lothian 2016/17 budget process.

Decision

1. To note the financial assurance work undertaken to date;
2. To agree the allocation of the Social Care Fund resources, taking account of Scottish Government requirements;
3. To agree the approved council resources and indicative NHS Lothian resources were allocated back to Partners, via Directions, to operationally deliver and financially manage IJB delegated functions from 1 April 2016;
4. To agree that a further report on financial assurance would be provided to the IJB following the conclusion of the NHS Lothian 2016/17 budget process.
5. To note advice by the Director of Finance, NHS Lothian that:-
 - The NRAC funding for West Lothian used to balance the change to

allocating prescribing budgets in 2016/17 (and ensure no detriment to West Lothian) was recurring and would continue to be provided on a recurring basis for the West Lothian prescribing budget.

- It was anticipated that the budget alignment process for NHS could be brought forward to better align with the councils for 17/18, and agree a budget in advance of April.
6. To agree to accept the offer extended by the Director of Finance, NHS Lothian and the IJB Chief Finance Officer that members be provided with information reconciling the current indicative budget figures with those presented to the 23 March meeting, and information about health board budget-setting arrangements and processes.
 7. To agree that the IJB write to NHS Lothian requesting that, for future years, NHS Lothian confirm their resource allocation in advance of the financial assurance work being undertaken for the start of the financial year.

4. WEST LOTHIAN INTEGRATION JOINT BOARD STRATEGIC PLAN 2016-2026

The Board considered a report (copies of which had been circulated) summarising the progress made in finalising the draft strategic plan, outlining the responses to the consultation on the Strategic Plan and how these had influenced the plan's development. It was noted that the report replaced and superseded the previous report issued for the Board meeting on 23 March 2016 which had been adjourned to 31 March 2016.

The report recalled that consultation on the Strategic Plan ran from 1 November to 31 December 2015 and included a wide range of stakeholders including health and social care professionals, providers of health and social care, users of health and social care and their carers, providers of social housing and third sector providers. 23 responses had been received: 6 from individuals and 17 on behalf of groups.

Views of respondents had been considered and the Strategic Plan had been substantially revised to take account of the consultation feedback and input from the Strategic Planning Group. The main themes from the consultation were detailed in the consultation response statement in Appendix 2 to the report. Appendix 1 was the final draft Strategic Plan.

It was noted that the plan was a high level plan linked to achieving outcomes and making best use of the resources available through strategic commissioning approaches. The resources accurately reflected the resources associated with West Lothian delegated functions.

The Board was asked to:

- Note the contents of the report
- Note the progress made in finalising the Draft Strategic Plan

- Note how the consultation responses had informed the development of the final draft of the plan
- Approve the Strategic Plan

Decision

1. To note the contents of the report.
2. To note the progress made in finalising the Draft Strategic Plan.
3. To note how the consultation responses had informed the development of the final draft of the plan.
4. To approve the Strategic Plan.

5. IJB DIRECTIONS

The Board considered a report (copies of which had been circulated) by the Director seeking approval in respect of directions to West Lothian Council and NHS Lothian in respect of the delivery of the functions delegated to the IJB under the Public Bodies (Joint Working (Scotland) Act 2014.

The Board was asked to note that the report replaced and superseded the previous report issued for the Board meeting on 23 March 2015 which had been adjourned to 31 March 2016.

The report informed the Board that each direction would take the form of a letter from the Director referring to the arrangements for delivery set out in the Strategic Plan. The directions would include a requirement of West Lothian Council and NHS Lothian to work with the Chief Officer and officers of the IJB to develop care group commissioning plans and bring them to the IJB for consideration and approval in accordance with a schedule to be agreed by the IJB at its meeting on 5 April 2016.

It was noted that, for future years, the number of directions and the level of detail provided in them was likely to be developed to reflect the level of detail in the various commissioning plans.

Appendices 1 - 4 to the report detailed the directions to be issued, the purpose, the function to be addressed, the funding associated, the relevant outcomes, and how performance would be monitored and reported back.

It was noted that the financial resources associated with directions represented resources at a point in time. NHS resources were noted as being indicative given work continued to achieve a balanced 2016/17 budget position. Upon approval of the NHS Lothian Local Delivery Plan and associated 2016/17 budget plan, it might be necessary to amend directions to NHS Lothian. Otherwise it was not anticipated that resources associated with directions would be changed for normal minor changes and movements in budget resources, but revised directions might be necessary to take account of material factors such as additional funding received during the course of the

year.

The Board was recommended to agree to issue directions to West Lothian council and NHS Lothian in respect of the delivery of the functions delegated to the IJB under the Public Bodies (Joint Working) (Scotland) Act 2014 as detailed in the appendices to the report.

Decision

1. To note the terms of the report; and
2. To agree to issue directions to West Lothian Council and NHS Lothian in respect of the delivery of the functions delegated to the IJB under the Public Bodies (Joint Working) (Scotland) Act 2015 as detailed in the appendices to the report.