

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within MS TEAMS VIRTUAL MEETING ROOM, on 20 SEPTEMBER 2022.

Present

Voting Members – Bill McQueen (Chair), Tom Conn, Martin Connor, Damian Doran-Timson, George Gordon, Katharina Kasper and Anne McMillan

Non-Voting Members – Lesley Cunningham, Elaine Duncan, Steven Dunn, David Huddlestone, Jo MacPherson, Alan McCloskey, Ann Pike, Patrick Welsh, Alison White and Linda Yule

Apologies – Karen Adamson

In attendance – Robin Allen (Senior Manager), Neil Ferguson (General Manager Primary Care and Community Services), Sharon Houston (Head of Strategic Planning and Performance), Fiona Huffer (Chief Allied Health Professional), James Millar (Standards Officer), Mike Reid (General Manager for Mental Health and Addictions Services), Linda Roddie (Axiom Consultancy) and Kerry Taylor (Project Officer)

Prior to the start of the meeting the IJB observed a two-minute silence in honour of the passing of HM Elizabeth II. The IJB also wished to convey its condolences, appreciation and respect for Councillor Ann Davidson, IJB member and Chair of the Audit, Risk and Governance Committee, who had recently passed away.

1      ORDER OF BUSINESS

The Chief Officer advised that funding had not yet been finalised for Mental Health and Wellbeing in Primary Care Service (agenda item 16); therefore, the Chair ruled that this item of business would be removed from the current agenda, to be considered at the November IJB meeting.

2      DECLARATIONS OF INTEREST

There were no declarations of interest made.

3      MINUTES

The IJB approved the minutes of its meeting held on 17 August 2022 as a correct record.

4      MINUTES FOR NOTING

- a      The IJB noted the minutes of the Audit, Risk and Governance Committee held on 15 June 2022.

- b The IJB noted the minutes of the Strategic Planning Group held on 1 September 2022.

## 5 MEMBERSHIP & MEETING CHANGES

The Clerk advised that the council would appoint an elected member to fill the current vacancy and that the change would be confirmed at the November meeting of the IJB.

The Clerk also advised that the Chair of ARGC would be appointed at the November meeting of the IJB.

## 6 DEVELOPMENT OF IJB STRATEGIC PLAN - STRATEGIC NEEDS ASSESSMENT

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Performance and a presentation by Axiom Consultancy providing an update on the progress made with regards to the Strategic Needs Assessment commissioned to inform the development of the new IJB Strategic Plan and provide an overview of its findings.

It was recommended that the IJB:

1. Note the approach taken to carrying out the Strategic Needs Assessment; and
2. Note the overview of the findings of the assessment which will be used to inform the development of the new IJB Strategic Plan.

### Decision

1. To note the terms of the report and presentation.
2. Members would further consider the contents of the report and presentation at the IJB Development Session scheduled for 29 September.

## 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 including those related to Covid-19.

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 WLHSCP AUTUMN/WINTER SEASONAL FLU AND COVID-19  
VACCINATION DELIVERY PROGRAM 2022/23

The IJB considered a report (copies of which had been circulated) by the General Manager Primary Care and Community Services outlining WLHSCP's 2022/23 Autumn/Winter Seasonal Flu and Covid vaccination program.

It was recommended that the IJB acknowledge the program delivery plan and note the shared risks currently faced by all Scottish Health Boards.

Decision

To note the terms of the report.

10 2022/23 FINANCE MONTH 4 UPDATE AND QUARTER 1 FORECAST

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an update on the 2022/23 budget forecast position for the IJB delegated health and social care functions reflecting the outcome of the Month 4 monitoring process.

It was recommended that the IJB:

1. Consider the forecast outturn for 2022/23 taking account of delivery of agreed savings;
2. Note the currently estimated financial implications of Covid-19 on the 2022/23 budget; and
3. Note that further updates on the 2022/23 budget position and progress towards achieving a balanced budget position would be reported to future meetings.

Decision

To note the terms of the report.

10 AUDIT OF THE 2021/22 ANNUAL ACCOUNTS

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer advising members of the outcome of the 2021/22 audit and providing a summary of the key points arising from the Auditor's Annual Report.

In response to a question from members, it was noted that Audit Scotland had been appointed as the next IJB auditor.

It was recommended that the IJB:

1. Consider the Auditors 2021/22 Annual Audit Report including the management action plan;
2. Note that the Audit, Risk and Governance Committee had reviewed the Annual Accounts and Annual Audit report on 7 September 2022 and had no recommendations for the Board; and
3. Agree the audited 2021/22 Annual Accounts for signature.

Decision

To approve the terms of the report.

11 WEST LOTHIAN CARER STRATEGY PROGRESS UPDATE

The IJB considered a report (copies of which had been circulated) by the Carers Strategy Implementation Group providing an update which was requested at the meeting on 17 August.

It was recommended that the IJB:

1. Note the content of the report; and
2. Note the progress made in the Carer Strategy action plan.

Decision

To note the terms of the report.

12 CARE INSPECTORATE ADULT SUPPORT AND PROTECTION JOINT INSPECTION UPDATE

The IJB considered a report (copies of which had been circulated) by the Senior Manager – Adult Services informing members of the outcome and recommendations following the Joint inspection of Adult Support and Protection and subsequent publication of the report on 6 September 2022.

It was recommended that the IJB:

1. Note the content of the report including a summary of identified key strengths and areas for improvement; and
2. Note the actions to be taken to address the areas for improvement.

Decision

1. To note the terms of the report.
2. Further discussions to be held offline on how to optimise work on

areas identified as requiring improvement..

3. A further update to be provided at a future meeting.

13      MENTAL WELFARE COMMISSION REPORT: AUTHORITY TO DISCHARGE - PROGRESS REPORT

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services providing an annual progress update on the work carried out to meet the recommendations for Health and Social Care Partnerships (HSCPs) outlined within the Mental Welfare Commission's (MWC) report *Authority to discharge: Report into decision making for people in hospital who lack capacity (2021)*.

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

Decision

1. To note the terms of the report.
2. To provide a further update at a future IJB meeting.

14      MEDICATION ASSISTED TREATMENT AND A11 STANDARDS IMPLEMENTATION PLAN

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services seeking approval for the HSCP MAT Standards Implementation plan.

It was recommended that the IJB:

1. Note the contents of the report; and
2. Approve the MAT Standards Implementation plan (Appendix 1 of the report).

Decision

To approve the terms of the report.

15      WEST LOTHIAN ALCOHOL RELATED DEATHS INTERIM ACTION PLAN

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services providing information on the 2021 West Lothian alcohol specific deaths and an interim plan to reduce them.

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

Decision

To note the terms of the report.

16      WEST LOTHIAN ALCOHOL AND DRUG PARTNERSHIP SELF ASSESSMENT AND GOVERNANCE

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services seeking discussion on the Self-Assessment tool for Alcohol and Drug Partnerships.

It was recommended that the IJB:

1. Note the contents of the report;
2. Discuss the questions raised; and
3. Agree the West Lothian ADP Executive Structure and Terms of Reference.

Decision

1. To note the terms of the report.
2. To agree the West Lothian ADP Executive Structure and Terms of Reference.
3. To note that the IJB had considered the tool and agree that further consideration was required by the ADP team for more clarity on content.

17      INTERIM PERFORMANCE REPORT

The IJB considered a report (copies of which had been circulated) by the Chief Officer providing a quarterly performance update based on the latest data available on the Core Suite of Integration Indicators the Ministerial Strategic Group (MSG) integration indicators and social care benchmarked data.

It was recommended that the IJB note the content of the performance report and confirm assurance.

Decision

To note the terms of the report.

18      STRATEGIC COMMISSIONING PLAN UPDATE

The IJB considered a report (copies of which had been circulated) by the

Head of Strategic Planning and Performance providing an update on the progress made with regard to the actions detailed within each of the strategic commissioning plans.

It was recommended that the IJB note the progress made with regard to the actions detailed in strategic commissioning plans.

Decision

To note the terms of the report.

19      WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan.

20      NEXT MEETINGS

To note that the next meetings would take place as follows:

- Tuesday 8 November 2022, 2pm, West Lothian Council Chambers
- Tuesday 10 January 2023, 2pm, location TBC
- Tuesday 21 March 2023, 2pm, location TBC
- Tuesday 18 April 2023, 2pm, location TBC
- Tuesday 27 June 2023, 2pm, location TBC