

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within MS TEAMS VIRTUAL MEETING ROOM, on 17 AUGUST 2022.

Present

Voting Members – Bill McQueen (Chair), Tom Conn, Martin Connor, George Gordon and Katharina Kasper

Non-Voting Members – Karen Adamson, David Huddleston, Alan McCloskey, Ann Pike, Patrick Welsh, Alison White and Linda Yule

Apologies – Ann Davidson, Damian Doran-Timson, Elaine Duncan, Jo MacPherson and Anne McMillan

Absent – Lesley Cunningham and Steven Dunn

In attendance – Sharon Houston (Head of Strategic Planning and Performance), Fiona Huffer (Chief Allied Health Professional), Karen Love (Senior Manager), James Millar (Standards Officer), Mike Reid (General Manager for Mental Health and Addictions Services), Kerry Taylor (Project Officer) and Alison Wright (CEO, Carers of West Lothian)

1 DECLARATIONS OF INTEREST

There were no declarations of interest made.

2 MINUTES

The IJB approved the minutes of its meeting held on 29 June 2022 as a correct record.

3 MINUTES FOR NOTING

- a The IJB noted the minutes of the Development Session held on 21 June 2022.
- b The IJB noted the minutes of the Strategic Planning Group held on 21 July 2022.
- c The IJB noted the minutes of the Health and Care Governance Group held on 12 July 2022.

4 MEMBERSHIP & MEETING CHANGES

The Clerk advised that there was nothing to report under this item.

5 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.

Members were to be notified when the Scottish Government published its new alcohol pathway, which was currently in production. It was also agreed that a further update on alcohol-related death prevention options would be provided at the next meeting.

Decision

1. To note the terms of the report.
2. To include a further update on alcohol-related death prevention options in the next meeting report.

6 WEST Lothian Carer Strategy Progress Update

The IJB considered a report (copies of which had been circulated) and presentation by the Senior Manager Adult Services providing an update on the progress of the implementation of the West Lothian Carer Strategy.

It was recommended that the IJB note:

1. The contents of the report; and
2. The progress made.

Decision

1. To note the terms of the report and presentation.
2. To include a further update on the West Lothian Carer Strategy on the next meeting agenda.

7 Chief Finance Officer Report

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an update on key financial matters relating to West Lothian IJB.

It was recommended that the IJB note and consider the finance updates in respect of the IJB which were included in the report.

Decision

To note the terms of the report.

8 MEDICATION ASSISTED STANDARDS FOR ADDICTIONS UPDATE

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services noting the recent publication of drug deaths within West Lothian in 2021; noting the ministerial statement on accountability for Medication Assisted Standards and asking members to approve the operational lead; noting progress against the 'Medication Assisted Standards'; noting and asking members to approve the Substance Use Treatment Target trajectory for West Lothian.

It is recommended that the IJB:

1. Note the contents of the report;
2. Approve the governance arrangements; and
3. Approve the drug treatment trajectory for West Lothian.

Decision

To approve the terms of the report.

9 MENTAL HEALTH RENEWAL AND RECOVERY FUND

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services providing assurance and reporting on progress in relation to the Mental Health Renewal and Recovery fund spend which had been issued to the West Lothian IJB on the 29 of March 2022.

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

During discussion, members requested more information on the effectiveness of Naloxone in preventing deaths from drug overdose.

Decision

1. To note the terms of the report.
2. To provide more information on Naloxone effectiveness in a future report.

10 NATIONAL MENTAL HEALTH AND WELLBEING STRATEGY HSCP CONSULTATION RESPONSE

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services providing the

HSCPs draft response to the National Mental Health and Wellbeing Strategy and seeking approval to submit to the Scottish Government by the 9 September deadline.

It was recommended that the IJB note the contents of the report and approve submission of the appendix.

During discussion, members proposed changes to the consultation response and highlighted the crossover of the Health and Wellbeing Strategy Consultation with the Suicide Prevention Strategy Consultation (agenda item 13).

Decision

To approve the terms of the report.

11 NATIONAL SUICIDE PREVENTION STRATEGY HSCP CONSULTATION RESPONSE

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services seeking approval to submit a response to the Scottish Government on behalf of the HSCP on the draft response to the National Suicide Prevention Strategy by the 23 August deadline.

It was recommended that the IJB:

1. Note contents of the report and attached draft response; and
2. Provide approval to submit to Scottish Government by the 23 August deadline.

Decision

To approve the terms of the report.

12 NATIONAL CARE SERVICE (SCOTLAND) BILL CONSULTATION

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Performance informing members of the Scottish Government's consultation on the National Care Service (Scotland) Bill and seeking approval for the submission of the draft response to the Scottish Government.

It was recommended that the IJB:

1. Consider that draft response to the Scottish Government's consultation on the National Care Service (Scotland) Bill; and
2. Approve the submission of the draft response to the Scottish Government.

Decision

To approve the terms of the report.

13 SELF-ASSESSMENT QUESTIONNAIRE

The IJB considered a report (copies of which had been circulated) by the Project Officer proposing arrangements for carrying out periodic self-assessment of the Board's administrative arrangements and activity and asking members to approve the questionnaire for issue to Board Members.

It was recommended that the IJB:

1. Consider carrying out the annual self-assessment of the Board's effectiveness by the use of the questionnaire in the appendix 2 of the report;
2. Consider including once again the questions on communication on the pandemic response and on development requirements; and
3. Agree to the questionnaire being issued to Board members and the results reported to the August meeting of the Board.

Decision

1. To approve the terms of the report.
2. To delay circulation of the questionnaire until the end of the year and to discuss the questionnaire content at the next development session for the benefit of new IJB members.
3. To publish the self-assessment questionnaire results in early 2023.

14 ANNUAL REVIEW OF RECORDS MANAGEMENT PLAN

The IJB considered a report (copies of which had been circulated) by the Project Officer seeking approval of the recommended changes to the Records Management Plan following its annual review; and assuring members that its Publication Scheme had been reviewed and updated.

It was recommended that the IJB:

1. Note that the Records Management Plan was required to be reviewed annually;
2. Note that a new element was included in the revised model records management plan and that guidance for IJBs was still awaited;
3. Note that a review had been carried out and agree the recommended changes to the Plan;

4. Note that a Progress Update Review would be submitted to National Records Scotland on approval of the changes; and
5. Note that the Board's Publication Scheme had been reviewed and updated.

Decision

To approve the terms of the report.

15 MEMBERS' CODE OF CONDUCT

The IJB considered a report (copies of which had been circulated) by the Standards Officer finalising the process for adoption of a revised Members' Code of Conduct.

It was recommended that the IJB:

1. Note that the Scottish Ministers had approved the Board's Members' Code of Conduct (Appendix 1) which had become effective on its publication on 15 July 2022;
2. Note that arrangements were in hand to have Board members comply with their duty to submit a register of interests return under the new Code;
3. Agree that the Code should be kept under review through the existing arrangements for an annual report to the Board on the Code and related ethical standards matters; and
4. Agree arrangements for a training or briefing session for Board members on the new Code and related revised Standards Commission guidance and advice.

Decision

To approve the terms of the report.

16 WORKPLAN

A workplan had been circulate for information.

Decision

1. To note the workplan.
2. It was also agreed that dates of future meetings would be included on agendas.