

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, LIVINGSTON, on 8 NOVEMBER 2022.

Present

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

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

Apologies – Damian Doran-Timson

Absent – Karen Adamson, Lesley Cunningham

In attendance – Robin Allen (Senior Manager, Older People Services), Neil Ferguson (General Manager Primary Care and Community Services), Sharon Houston (Head of Strategic Planning and Performance), Fiona Huffer (Chief Allied Health Professional), Karen Love (Senior Manager, Adult Services), Mike Reid (General Manager for Mental Health and Addictions Services), Kenneth Ribbons (Audit, Risk and Counter Fraud Manager) and Kerry Taylor (Project Officer)

1 DECLARATIONS OF INTEREST

Agenda Item 13 – Older People Day Care Provision

Councillor Tom Conn declared an interest as a member of the Linlithgow Day Care Centre Committee; he would therefore not participate in the item of business.

2 MINUTES

The IJB approved the minutes of its meeting held on 20 September 2022 as a correct record.

3 MINUTES FOR NOTING

4 MEMBERSHIP & MEETING CHANGES

The Clerk advised that the council was in the process of appointing a voting member and this would be communicated to the IJB at its January meeting. The IJB would then be asked to make an appointment to the Audit, Risk and Governance Committee.

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 agreed that Board member information on the West Lothian Health and Social Care Partnership website should include names, photograph and a paragraph about each member (option 3 under 6.3 in the report).

Discussion followed on A&E usage due to pressures on the health system. Fauldhouse-specific cases were then raised and it was noted that further investigation would take place offline.

Decision

1. To note the terms of the report.
2. To agree the third option under 6.3 of the report (Names, photograph and a paragraph about each member).

6 2022/23 QUARTER 2 FINANCE UPDATE

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 latest 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 Board meetings.

Decision

To note the terms of the report.

7 WEST LOTHIAN ADULT PROTECTION COMMITTEE 2020-2022 ADULT PROTECTION BIENNIAL REPORT

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Adult Services informing members of the West Lothian Adult Protection Committee 2020–2022 Adult Protection Biennial Report.

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

Decision

To note the terms of the report.

8 PUBLIC SECTOR CLIMATE CHANGE REPORT

The IJB considered a report (copies of which had been circulated) by the IJB Project Officer advising members of the IJB's statutory duties under the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015; and asking the IJB to agree the contents of the draft submission.

It was recommended that the IJB:

1. Note the Board's statutory requirement to report on climate change on an annual basis and no later than 30 November each year; and
2. Agree the contents of the draft 2021/22 submission to the Scottish Government and the proposed improvement actions.

Decision

To approve the terms of the report.

9 RISK MANAGEMENT

The IJB considered a report (copies of which had been circulated) by the Chief Officer advising members of the risks in the IJB's risk register.

It was recommended that the IJB:

1. Consider the risks identified, the control measures in place, and the risk actions in progress to mitigate their impact; and
2. Make recommendations it thought appropriate to the Chief Officer in relation to those risks, controls and actions.

The risk score of risk IJB004 *Inadequate funding to deliver the Strategic Plan* was specifically discussed, and the IJB agreed to invite the Audit, Risk and Governance Committee to consider whether the risk should be updated in the next three to four months in relation to the next Strategic Plan. The Chief Officer and senior team were also to consider and advise

through the Audit, Risk and Governance Committee whether a specific risk on the cost of living should be added to the register and referenced in the Strategic Plan. A potential new risk on delayed discharge and care would be added in due course if required.

Decision

1. To note the terms of the report.
2. To consider whether the risk score of risk IJB004 *Inadequate funding to deliver the Strategic Plan* should be updated and to invite the Audit, Risk and Governance Committee to consider this in the next three to four months in relation to the next strategic plan.
3. Chief Officer and senior team to consider and advise through the Audit, Risk and Governance Committee whether a specific risk on cost of living should be added to the risk register and be visible in the Strategic Plan.
4. To investigate potential new risk on delayed discharge and care in due course.

10 HSCP WORKFORCE PLAN 2022–25

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Performance advising members that feedback had been received from the Scottish Government on the West Lothian Health and Social Care Partnership's (HSCP) Workforce Plan 2022–2025 and that the plan had been updated to reflect those comments.

It was recommended that the IJB note the updated West Lothian Health and Social Care Partnership's (HSCP) Workforce Plan 2022–2025.

Decision

To note the terms of the report.

11 OLDER PEOPLE DAY CARE PROVISION

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Older People informing members of the Older People Day Care provision, including current contract performance and proposed future contractual arrangements to achieve Best Value.

It was recommended that the IJB:

1. Note the contents of the report and reduced uptake of available commissioned placements at Older People Day Centres; and
2. Note proposed contractual arrangements for Older People Day

Centre provision.

Eligibility criteria for day care services in relation to a changing demographic was then discussed. Despite the reduction in referrals, officers assured members that any referrals received were being progressed without delays. Further alignment of contractual arrangements with the revised Strategic Plan would be considered in due course.

Decision

To note the terms of the report.

12 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan.

13 NEXT MEETINGS

The IJB noted that the next meetings would take place as follows:

Tuesday 10 January 2023, 2pm, virtually via MS Teams

Tuesday 21 March 2023, 2pm, location TBC

Tuesday 18 April 2023, 2pm, location TBC

Tuesday 27 June 2023, 2pm, location TBC

- a The IJB noted the minutes of the West Lothian Integration Joint Board Development Session held on 29 September 2022.
- b The IJB noted the minutes of the West Lothian Integration Joint Board Strategic Planning Group held on 20 October 2022.
- c The IJB noted the minutes of the West Lothian Integration Joint Board Health and Care Governance Group held on 1 September 2022.
- d The IJB noted the minutes of the West Lothian Integration Joint Board Health and Care Governance Group held on 5 October 2022.