

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within MS TEAMS VIRTUAL MEETING ROOM, on 10 JANUARY 2023.

Present

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

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

Apologies – Karen Adamson, Lesley Cunningham, Elaine Duncan, Steven Dunn and Ann Pike

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), James Millar (Standards Officer), Mike Reid (General Manager for Mental Health and Addictions Services), Katy Street (Communication and Engagement Lead) and Kerry Taylor (Project Officer)

1 ORDER OF BUSINESS

The chair ruled that agenda item 21 *Self-Assessment Survey – Results* would be considered as the first substantive item of business, immediately following agenda item 6.

2 DECLARATIONS OF INTEREST

Agenda Item 15 – *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.

3 MINUTES

The IJB approved the minutes of its meeting held on 8 November 2022 as a correct record.

4 MINUTES FOR NOTING

a The IJB noted the minutes of the West Lothian Integration Joint Board

Audit, Risk and Governance Committee held on 7 September 2022.

- b The IJB noted the minutes of the West Lothian Integration Joint Board Strategic Planning Group held on 8 December 2022.
- c The IJB noted the minutes of the West Lothian Integration Joint Board Development Session held on 11 December 2022.

4 MEMBERSHIP & MEETING CHANGES

The Clerk advised that on 22 November 2022 West Lothian Council had appointed Councillor Andrew McGuire as a voting member to the IJB. The IJB was asked to note the appointment.

The IJB was also asked to appoint a voting member out of West Lothian Council members as voting member and Chair, and then Vice-Chair in September, of the Audit, Risk and Governance Committee.

Decision

1. To note the appointment of Councillor Andrew McGuire as voting member of the IJB effective as of 22 November 2022.
2. To appoint Councillor Andrew McGuire to the Audit Risk and Governance Committee as voting member and Chair.

5 SELF-ASSESSMENT SURVEY – RESULTS

The IJB considered a report (copies of which had been circulated) by the Project Officer informing members of the results of the self-assessment survey of the Board's administrative arrangements and activity. The Board was invited to discuss the results and identify any action required.

It was recommended that the IJB:

1. Note the results of the self-assessment survey; and
2. Discuss if any actions should arise from the results.

It was noted that members and senior officers would meet offline to discuss how to address areas of improvement; examples of good practice of communications and raising public awareness by other organisations would be taken into consideration.

Decision

To note the terms of the report.

6 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.

Further communications to encourage vaccination uptake before the programme closed were suggested during discussion.

Decision

To note the terms of the report.

7 CODE OF CONDUCT – ANNUAL REPORT 2021/22

The IJB considered a report (copies of which had been circulated) by the Standards Officer informing members of developments and activity in 2021/22 in relation to the Board's Code of Conduct.

It was recommended that the IJB note the summary of the work carried out in 2021/22 by the Commissioner for Ethical Standards in Public Life in Scotland and the Standards Commission for Scotland, and of other significant events in the ethical standards regime, including the successful adoption by the Board of its new members' Code of Conduct.

Decision

To note the terms of the report.

8 2022/23 FINANCE UPDATE

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an interim update on the 2022/23 budget forecast position for the IJB delegated health and social care functions. This would be updated further following the outcome of the Quarter 3 monitoring exercise.

It was recommended that the IJB: 2 3.

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 the update on key financial risk areas.

Decision

To note the terms of the report.

9 AUTUMN STATEMENT AND SCOTTISH BUDGET ANNOUNCEMENTS

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an update in relation to the Chancellor of the Exchequer's UK Autumn Statement and on the Scottish Budget announced on 15 December 2022. The report also provided an update on the IJB's medium term financial plan for 2023/24 to 2027/28.

It was recommended that the IJB:

1. Note the latest economic position outlined in the Autumn Statement 2022;
2. Note the issue of the Scottish Draft Budget 2023, which included departmental spending plans for 2023/24;
3. Note the key economic and financial implications at a Scottish public sector wide level resulting from the Budget;
4. Note the initial funding implications for Local Government and Health Boards resulting from the 2023/24 Scottish budget;
5. Agree that the IJB Chief Officer and Chief Finance Officer should work with NHS Lothian and West Lothian Council to further assess the impact of the Scottish Budget and the funding related to the 2023/24 financial contribution to the IJB from partner bodies; and
6. Note the adverse movements in the projected medium term budget position since the issue of the IJB public consultation, with the increased estimated gap of £14.4 million for the period 2023/24 to 2025/26.

Decision

To approve the terms of the report.

10 DEVELOPMENT OF IJB STRATEGIC PLAN

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Performance providing an update on the approach and progress made in taking forward the development the new IJB Strategic Plan, which would be in place by 1 April 2023.

It was recommended that the IJB:

1. Note the approach taken to the development of the new IJB Strategic Plan;
2. Consider the draft Strategic Plan included in Appendix 1 of the report and note that there were some sections of the plan that would be updated when detailed information became available such as the finance section of the plan; and
3. Agree that that a public consultation and engagement exercise could be undertaken on the draft plan prior to its submission to the IJB for final approval on 21 March 2023.

It was noted that a more detailed medium-term financial plan would be developed based on emerging information as the Strategic Plan progressed.

Decision

To approve the terms of the report.

11 IJB PUBLIC CONSULTATION – MODERNISING ADULT SOCIAL CARE

The IJB considered a report (copies of which had been circulated) by the Project Officer informing members of the high-level findings of the recent IJB public consultation, Modernising Adult Social Care.

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

Decision

To note the terms of the report.

12 HEALTH AND SOCIAL CARE SYSTEM CHALLENGES

The IJB considered a report (copies of which had been circulated) by the Head of Health and by the Senior Manager, Older People Services providing an update on the pressures being experienced across the health and social care system and providing an overview of winter planning initiatives within the West Lothian Health and Social Care Partnership.

It was recommended that the IJB note the challenging situation, ongoing risks and the actions being taken to support the health and social care system over winter.

It was noted that additional funding might be received from the UK Government as well as the Scottish Government for additional care beds. Details of the funding process were still to be confirmed.

Decision

To note the terms of the report.

13 PRIMARY CARE PREMISES CAPITAL INVESTMENT PRIORITIES

The IJB considered a report (copies of which had been circulated) by the General Manager Primary Care and Community Services outlining the main priorities for capital investment in primary care premises in West Lothian following strategic assessment of the primary care estate. The paper also sought approval from the IJB to submit the priorities to NHS Lothian for inclusion in a Lothian-wide capital investment submission to the Scottish Government.

It was recommended that the IJB:

1. Approve the priorities outlined in the paper for submission to the NHS Lothian Primary Care Initial Agreement Programme Board; and
2. Agree that the priorities would be reflected in NHS Lothian's submission to the Scottish Government for capital funding for primary care premises.

Members were supportive of the proposed priority list but requested more information on factors that informed the list, such as population growth and pressure on GP practices. As there was no formal deadline for submission, it was agreed that the proposed list could be submitted in its current form; meanwhile, officers undertook to provide the further details requested, to be reviewed by the next IJB meeting on 21 March. If the IJB wished to change its decision on the basis of the information received, an

updated priority list could be submitted immediately following the March meeting.

Decision

To agree the terms of the report with the caveat that members had requested more detailed information on factors affecting priorities; if on the basis of that information the board wished to make changes to its submission, this would be confirmed at the IJB meeting on 21 March and a new submission would be made immediately afterwards.

14 OLDER PEOPLE DAY CARE PROVISION

Having declared an interest, Councillor Tom Conn did not participate in this item of business.

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Older People Services seeking a direction from the IJB to West Lothian Council for procurement of Older People Day Care provision to achieve Best Value.

It is recommended that the IJB direct West Lothian Council to implement new contractual arrangements for the delivery of day care services for older people in West Lothian that were within the allocated budget and ensuring best value.

Decision

To approve the terms of the report and provide direction to West Lothian Council.

15 COMMUNITY CONNECTIONS IMPLEMENTATION UPDATE

The IJB considered a report (copies of which had been circulated) by the Senior Manager, Adult Services providing an update on the progress made with regard to the implementation of the Community Connections Hubs.

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

Decision

To note the terms of the report.

16 CHIEF SOCIAL WORK OFFICER'S ANNUAL REPORT 2021–2022

The IJB considered a report (copies of which had been circulated) by the Chief Social Work Officer providing the opportunity to note the contents of the Chief Social Work Officer's annual report. This report provided an overview of the statutory work undertaken during the period 2021–2022.

It is recommended that the IJB:

1. Note the contents of the Chief Social Work Officer's annual report for 2021–2022;
2. Note that the report had been presented to West Lothian Council on 22 November 2022; and
3. Note that the report had been submitted to the Scottish Government Chief Social Work Advisor.

Decision

To note the terms of the report.

17 WEST LOTHIAN HEALTH AND SOCIAL CARE PARTNERSHIP
WORKFORCE COMMUNICATION AND ENGAGEMENT STRATEGY

The IJB considered a report (copies of which had been circulated) by the Communication and Engagement Lead providing an update on the development of the West Lothian Health and Social Care Partnership's (HSCP) Workforce Communication and Engagement Strategy.

It was recommended that the IJB note the measures outlined in the Workforce Communication and Engagement Strategy that were aligned with the actions detailed in the HSCP Workforce Plan 2022–2025.

Decision

To note the terms of the report.

18 SCOTLAND'S DIGITAL HEALTH AND CARE STRATEGY – DELIVERY
PLAN 2022–23

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning & Performance informing members of the publication of the Scottish Government and COSLA's publication of Care

in Digital Age: Delivery Plan 2022–23.

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

Decision

To note the terms of the report.

19 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 providing an update on West Lothian ADP commitments, governance, performance and financial position.

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

Decision

To note the terms of the report.

20 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan.