

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, LIVINGSTON, on 21 MARCH 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 – Lesley Cunningham, Elaine Duncan, Steven Dunn, David Huddlestone, Jo MacPherson, Alan McCloskey, Patrick Welsh, Alison White and Linda Yule

Apologies – Ann Pike

In attendance – Robin Allen (Senior Manager, Older People Services), Neil Ferguson (General Manager Primary Care and Community Services), Hamish Hamilton (West Lothian HSCP Business Partner), Sharon Houston (Head of Strategic Planning and Performance), Fiona Huffer (Chief Allied Health Professional), Yvonne Lawton (Head of Health), Karen Love (Senior Manager, Adult Services), James Millar (Standards Officer), Mike Reid (General Manager for Mental Health and Addictions Services and Kerry Taylor (Project Officer)

1 ORDER OF BUSINESS

The Chair ruled that agenda item 14 (*Primary Care Premises Capital Investment Priorities Follow Up*) would be considered after agenda item 8 (*Chief Officer Report*).

2 DECLARATIONS OF INTEREST

There were no declarations of interest made.

3 MINUTES

The IJB approved the minutes of its meeting held on 10 January 2023 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 21 December 2022.

b The IJB noted the minutes of the West Lothian Integration Joint Board Strategic Planning Group held on 16 February 2023.

5 MEMBERSHIP & MEETING CHANGES

The Clerk advised that Karen Adamson's membership had ceased on 16 March 2023 and that a new non-voting member nomination was being sought from the NHS.

The Chair advised that Katharina Kasper would be moving to the Edinburgh IJB and therefore a new voting member as well as Chair of the SPG would have to be appointed.

6 TIMETABLES OF MEETINGS 2023/24

A proposed timetable of meetings for IJB and a proposed timetable of meetings for the Strategic Planning Group 2023/24 session had been circulated for approval.

Decision

1. To approve the IJB timetable of meetings for 2023/24.
2. To approve the Strategic Planning Group timetable of meetings for 2023/24.

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 Board 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 PRIMARY CARE PREMISES CAPITAL INVESTMENT PRIORITIES FOLLOW UP

The IJB considered a report (copies of which had been circulated) by the General Manager, Primary Care and Community Services providing the additional information requested at the meeting on 10 January 2023 in relation to priorities for capital investment in primary care premises. The IJB had asked for further information to be presented on:

- The data used to determine the priorities and consideration of whether a more appropriate source was available; and

- The NHS Lothian capital planning process.

The additional information requested was outlined in the paper.

Population growth trends were being considered and would continually be assessed while reviewing priorities; it was noted that a complete set of information on population growth should be reviewed before making decisions on transferring patients to the Winchburgh practice.

It was recommended that the IJB:

1. Approve the identified priorities for submission to the NHS Lothian Primary Care Initial Agreement Programme Board;
2. Agree that the identified priorities would be reflected in NHS Lothian's submission to the Scottish Government for capital funding for primary care premises; and
3. Note that work to determine the impact of ongoing housebuilding would continue and be used to inform future business cases and delivery options.

Decision

To approve the terms of the report.

9 2022/23 QUARTER 3 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 the latest position on funding provided for costs associated with the pandemic; and
3. Note the current position in terms of year end management, consistent with the approved Integration Scheme, to allow the IJB to achieve a breakeven position for 2022/23.

Decision

To note the terms of the report.

10 WEST LOTHIAN IJB 2023/24 BUDGET AND MEDIUM-TERM

FINANCIAL PLAN

The IJB 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 budget contributions West Lothian Council and NHS Lothian had identified to be delegated to the IJB for 2023/24. The report also sought approval for a three-year budget plan as part of an overall five-year strategy. In addition, the report sought approval for the issue of Directions to Partner bodies for delivery of 2023/24 delegated functions and to implement and further progress work associated with 2023/24 to 2025/26 budget savings.

Members acknowledged the difficulties of balancing the budget and asked a number of questions on using reserves, demographic considerations at fund allocation, prescribed savings and quality of care between private and public care settings. The possibility of further amending the budget in years 2 and 3 was discussed. Members were assured that timings of further proposals for future decisions by the IJB would allow ample time for consideration and debate before decisions were made.

It was recommended that the IJB:

1. Note the financial assurance work undertaken to date on Partner budget contributions for 2023/24;
2. Agree that West Lothian Council and NHS Lothian core budget contributions for 2023/24, as set out in Appendix 1 and 2 of the report, be used to allocate funding to Partners to operationally deliver and financially manage IJB delegated functions from 1 April 2023;
3. Agree that the 2023/24 Budget Directions attached in Appendix 3 of the report be issued to West Lothian Council and NHS Lothian respectively;
4. Note current assumptions around Covid-19 funding and expenditure for 2023/24;
5. Agree the 2023/24 to 2025/26 revenue budget plan and budget saving measures included in Appendix 4 of the report as part of the wider five-year financial strategy prepared;
6. Note the risks to deliverability of the proposed budget reduction measures, as summarised in Appendix 5 of the report;
7. Agree the Directions included in Appendix 6 of the report be issued to Partners in respect of operational delivery of saving measures;
8. Note the result of the equality impact assessment of the proposed budget reduction measures as set out in Appendix 7 of the report;
9. Note the latest position in respect of Scottish Government plans to implement a National Care Service;

10. Agree the proposals in respect of use of IJB reserves;
11. Note the update on compliance with the CIPFA Financial Management Code as set out in Appendix 8 of the report; and
12. Agree the updated IJB Annual Financial Statement attached in Appendix 9 of the report.

Decision

To approve the terms of the report.

11 THE WEST LOTHIAN IJB STRATEGIC PLAN 2023-2028

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 taken in developing the new IJB Strategic Plan and seeking the Board approval to publish the draft plan included as Appendix 1 to the report.

It was recommended that the IJB:

1. Note the approach that had been 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 detailed delivery plans would be developed for each of the plan's priorities; and
3. Approve the West Lothian IJB Strategic Plan 2023–2028 and agree to its publication.

Decision

To approve the terms of the report.

12 STRATEGIC COMMISSIONING PLAN UPDATE

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Development 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.

13 INTERIM PERFORMANCE REPORT

The IJB considered a report (copies of which had been circulated) by the Chief Officer providing a quarterly performance report 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.

14 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan, subject to adding an item on the response to members' survey to the April meeting agenda.

15 CLOSING REMARKS

The Chair noted that this was Elaine Duncan's last IJB meeting and on behalf of the IJB thanked her for her work and contribution to the Board and wished her all the best for the future.