

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION JOINT BOARD held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, LIVINGSTON, on 19 SEPTEMBER 2023.

Present

Voting Members – Bill McQueen (Chair), Tom Conn, Martin Connor, George Gordon, John Innes and Andrew McGuire

Non-Voting Members – Steven Dunn, Hamish Hamilton, David Huddleston, Alan McCloskey, Douglas McGown, Ann Pike and Alison White

Apologies – Damian Doran-Timson and Linda Yule

In attendance – Sharon Houston (Head of Strategic Planning and Performance), Karen Love (Senior Manager Adults Services & Acting Chief Social Work Officer), Mike Reid (General Manager for Mental Health and Addiction Services), Katy Street (Communication & Engagement Lead) and Lorna Kemp (Programme Manager, Mental Health and Workforce Planning)

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. MINUTE

The IJB approved the minutes of its meeting held on 8 August 2023 as a correct record.

3. MINUTES FOR NOTING

(a) The IJB noted the minute of the West Lothian Integration Joint Board Audit, Risk and Governance Committee held on 7 June 2023.

(b) The IJB noted the minute of the West Lothian Integration Joint Board Strategic Planning Group held on 20 July 2023, subject to requesting the removal of a double entry for Ashely Goodfellow in the sederunt.

(c) The IJB noted the minute of the West Lothian Integration Joint Board Health and Care Governance Group held on 11 July 2023.

4. MEMBERSHIP & MEETING CHANGES

The Clerk advised that there were no membership or meeting changes to be considered.

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.

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.

In addition to the information set out in the report, the Chief Officer also gave a verbal update on the progress of the new Care at Home contracts along with an update on the planned actions to address the findings of the staff experience survey that were of interest to IJB members.

Decision

1. To note the terms of the report.
2. To note that the Chief Social Worker would provide a progress update on the Care at Home contracts and determine the best way of reporting quality monitoring of the new contacts to the board.
3. To note that the Chief Officer would incorporate enhancing awareness of IJB members at a future development session.

6. AUDIT OF THE 2022/23 ANNUAL ACCOUNTS

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer advising of the conclusion of the audit of the Integration Joint Board Annual Accounts for 2022/23 and highlighting key points from the draft Annual Audit Report.

It was recommended that the IJB:

1. Considers the draft Annual Audit Report for 2022/23;
2. Notes that the Audit, Risk and Governance Committee reviewed the Annual Accounts and Annual Audit Report on 6 September 2023 and had no recommendations for the Board; and
3. Agrees that the Audited Annual Accounts 2022/23 for signature and for publication.

The IJB requested that a further update be provided at the next meeting and to continue to provide updates as often as possible thereafter.

Decision

To approve the terms of the report.

7. 2023/24 MONTH 4 FORECAST OUTTURN

The IJB considered a report (copies of which had been circulated) by the Chief Finance Officer providing an update on the 2023/24 budget forecast position for the Integration Joint Board based on the outcome of the month 4 monitoring process.

It was recommended that the IJB:

1. Considers the forecast outturn for 2023/24 which took account of delivery of agreed savings;
2. Notes that NHS Lothian had not yet allocated additional funding from Scottish Government for sustainability and new medicines; and
3. Notes that further updates on the in-year budget position and progress towards achieving a balance budget position would be reported to future board meetings.

Decision

To note the terms of the report.

8. THE WEST LOTHIAN IJB COMMUNICATION AND ENGAGEMENT STRATEGY 2023-2026

The IJB considered a report (copies of which had been circulated) by the Communication and Engagement Lead presenting the new IJB Communication and Engagement Strategy 2023-26 which was set out in an appendix to the report and providing an update on the communication and engagement activity that was undertaken in 2022/23.

It was recommended that the IJB:

1. Notes the communication and engagement activity that had been undertaken during 2022/23; and
2. Approves the West Lothian IJB Communication and Engagement Strategy 2023-2026 and agrees to its publication.

Decision

To approve the terms of the report.

9. COMMUNITY HOSPITAL PROVISION

The IJB considered a report (copies of which had been circulated) by the Chief Officer seeking the agreement of the IJB that a Direction be issued to NHS Lothian to implement the decisions made by the Board on 8th August in relation to community hospitals in West Lothian.

It was recommended that the IJB agrees that the Direction, set out in the appendix to the report, relating to community hospital provision in West Lothian be issued to NHS Lothian.

Decision

To approve the terms of the report.

10. HSCP WORKFORCE PLAN ANNUAL UPDATE

The IJB considered a report (copies of which had been circulated) by the Head of Strategic Planning and Performance outlining progress made in taking forward the priorities of the Health and Social Care Partnership (HSPC) Workforce Plan 2022-25 and providing an update on the workforce planning priorities for the next year.

It is recommended that the IJB:

1. Note the progress against the HSCP Workforce Plan;
2. Note the priorities for the next year;
3. Note that a further review of the action plan and Workforce Planning Group governance structure would be undertaken in September 2023; and
4. Agree to the publication of the HSCP Workforce Annual Plan Annual Update on the HSCP website.

Decision

To approve the terms of the report.

11. WLHSCP AUTUMN/WINTER SEASONAL FLU AND COVID- 19 VACCINATION DELIVERY PROGRAMMEME 2023/24

The IJB considered a report (copies of which had been circulated) by the Head of Manager for Primary Care and Community Services outlining the West Lothian Health and Social Care Partnership's (WLHSCP) 2023/24 Autumn/Winter Seasonal Flu and Covid vaccination programme.

It was recommended that the IJ notes the content of the report and acknowledges the work of teams in development this year's plan, specifically in relation to the challenging re-phasing requirements in response to an emerging Covid-19 variant.

Decision

To note the terms of the report.

12. CHIEF SOCIAL WORK OFFICER – UPDATE REPORT

The IJB considered a report (copies of which had been circulated) by the Chief Social Work Officer providing an update on key social work and social care developments. The annual Chief Social Work Officer report for 2022-23 would be presented to the IJB in January 2024.

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

Decision

To note the terms of the report.

13. THE WEST LoTHIAN ALCOHOL AND DRUG PARTNERSHIP UPDATE

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services providing information to the IJB on the 2022 West Lothian Drug Related Deaths and Alcohol Specific Deaths and association actions.

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

Decision

To note the terms of the report.

14. PROBABLE SUICIDE REPORT 2022

The IJB considered a report (copies of which had been circulated) by the General Manager for Mental Health and Addictions Services noting the 2022 Probable Suicide figures for West Lothian and noting the progress towards a Suicide Prevention Plan in West Lothian.

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

Decision

To note the terms of the report.

15. WEST LoTHIAN CARERS STRATEGY PROGRESS UPDATE

The IJB considered a report (copies of which had been circulated) by the Senior Manager – Adult Services presenting members with a West Lothian Carer Strategy update which was requested on a 6-monthly basis.

It was recommended that the IJB:-

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

Decision

To note the terms of the report.

16. ADULT SUPPORT AND PROTECTION IMPROVEMENT ACTIVITY

The IJB considered a report (copies of which had been circulated) by the Senior Manager – Adult Services providing an update to members on progress of improvement activity following the Joint Inspection of Adult Support and Protection and subsequent publication of the report on 6th September 2022.

It was recommended that members:-

1. Note the content of the report; and
2. Notes the progress of work to date and ongoing actions being taken to address identified areas for improvement.

Decision

To note the terms of the report.

17. WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan.

18. DATES OF FUTURE MEETINGS

A list of dates of future meetings had been circulated for information.

Decision

1. To note the dates of future meetings.
2. To note that the November 2023 and January 2024 would take place virtually.

19. CLOSING REMARKS

The Board heard that this would be Bill McQueen's last substantive meeting as the position of Chair would revert to the council to appoint for a 2-year period from November 2023. On behalf of the IJB, Councillor McGuire extended a huge vote of thanks to Bill for his service and dedication as Chair. He also thanked him for the welcoming way in which

he had helped new members fit into their roles on the IJB.