

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on 24<sup>th</sup> July 2019 at 10am in The Corner House Hotel, 78 High Street, Annan, DG12 6DL**

**Voting Members Present:**

Andy Ferguson	<b>(AF)</b>	Local Authority Voting Member <b>(Chair)</b>
Penny Halliday	<b>(PH)</b>	NHS Voting Member <b>(Vice Chair)</b>
Ian Carruthers	<b>(IC)</b>	Local Authority Voting Member
Laura Douglas	<b>(LD)</b>	NHS Voting Member
Stephen Hare	<b>(SH)</b>	NHS Voting Member
Jane Maitland	<b>(JM)</b>	Local Authority Voting Member
Ros Surtees	<b>(RS)</b>	Local Authority Voting Member

**Advisory Members Present:**

Greycy Bell	<b>(GB)</b>	Registered Medical Practitioner (Primary Medical Services)
Caroline Cooksey	<b>(CC)</b>	Workforce Director
Lillian Cringles	<b>(LC)</b>	Chief Social Work Officer
Ken Donaldson	<b>(KD)</b>	Registered Medical Practitioner (Not Primary Medical Services)
Eddie Docherty	<b>(ED)</b>	Registered Nurse Practitioner
Ann Farrell	<b>(AFa)</b>	Local Authority Staff Representative
Jim Gatherum	<b>(JG)</b>	Scottish Care Representative
Norma Austin Hart	<b>(NH)</b>	Third Sector Representative
Vicky Keir	<b>(VK)</b>	NHS Staff Representative
Katy Lewis	<b>(KL)</b>	Chief Finance Officer
Michele Mccoy	<b>(MMc)</b>	Interim Director of Public Health
Stella MacPherson	<b>(SMac)</b>	Service Users Representative
Christiane Shrimpton	<b>(CSh)</b>	Associate Medical Director (Acute and Diagnostic Services)
Julie White	<b>(JW)</b>	Chief Officer

**In Attendance:**

Grahame Clarke	<b>(GCI)</b>	Chair for Alcohol and Drug Partnership
Jackie Davies	<b>(JD)</b>	Co-ordinator for Alcohol and Drug Partnership
Vicky Freeman	<b>(VF)</b>	Head of Strategic Planning
Amber Murray	<b>(AM)</b>	Office Administrator
George Noakes	<b>(GN)</b>	Assistant Performance & Intelligence Manager
Alison Warrick	<b>(AW)</b>	Governance Officer

**Apologies:**

Lesley Bryce	<b>(LB)</b>	NHS Voting Member
Grace Cardozo	<b>(GC)</b>	NHS Voting Member

## **1. NOTIFICATION OF SUBSTITUTES**

No notifications noted.

## **2. DECLARATION(S) OF INTEREST**

No declarations of interest were received.

## **3. MINUTE OF MEETING HELD ON 29<sup>th</sup> MAY 2019**

These minutes were agreed and amended as an accurate record of the previous meeting.

Claire Brown attended as Norma Austin Hart's substitute.

## **4. ACTION & ROLLING AGENDA MATRIX**

The Board agreed the actions from the previous meeting on the 29<sup>th</sup> May 2019, AW will update accordingly.

Each member confirmed they are happy for the Delayed Discharge update to go through Performance and Finance Committee.

GB confirmed an update will come back to the next IJB in September around the Impact Assessment for Moffat.

## **5. INTEGRATION JOINT BOARD ANNUAL PERFORMANCE REPORT**

GN confirmed the draft IJB Annual Performance Report for 2018/19 is for approval, it provides information for the period 1st April 2018 to 31st March 2019 on performance against a range of indicators. These indicators relate to the commitments contained within the Integration Joint Board's Strategic Plan for Health and Social Care which, in turn, relate to the 9 national outcomes.

The content of the 2018/19 Annual Performance Report was written and edited by a range of multi-agency partners. Any amendments the Integration Board has on this document can be amended prior to submission on Friday 26<sup>th</sup> July 2019.

Appendix 3 Acknowledgment of contributors and editors will be circulated to members again due to amendments.

GN confirmed the data for 2018 / 19 has not yet been published around the early booking of antenatal care. This data is all collected at a National level, it is difficult to collate information from a local level.

ED will pick up a conversation out with this meeting with VF and GN around the Clostridium Difficile rates.

JW highlighted VF chairs the Healthy Ageing Programme Board, VF highlighted that they are currently working through plans for the future and what the new models can be for Health and Social Care in our Communities.

PH enquired about the success of social prescribing.

RS highlighted that Transforming Wigtownshire is delivering a very positive culture and the community have great feedback.

LD made reference to the new maternity notes IT system and informed the team that she had connected with a user of the system to gain some qualitative feedback. LD went on to say that while the user had some positives to say about the system, there was also some room for improvement. LD was keen to understand, as we roll out more IT systems across the service, how do we intend to measure the qualitative impact as well as the quantitative impact so that we know we are truly improving things for service users.

LD queried why there was no inequalities data for 2018/19 reported for our analysis. VF responded that at time of writing the report the ISD data for 2018/19 had not yet been published.

LD enquired as to why there are underspends in the Adult Services, Older People, People with Physical Disability and People with Mental Health Need services given that we know we have issues providing adequate care at home. LC responded that recruitment and retention issues are a challenge to delivering the professional and care at home services. VF responded that the Care at Home framework for commissioning is being worked through the Healthy Ageing Programme Board.

## **Decision(s)**

### **Board Members:**

- **Noted and approved the IJB 2018/19 Annual Performance Report, 1st April 2018 to 31st March 2019 for publication after amendments discussed are made.**
- **Noted and approved the IJB 2018/19 Annual Performance Summary Handout for publication.**

## **6. SUMMARY PERFORMANCE REPORT MAY 2019**

GN confirmed most of the information in the Summary Performance Report is automatically generated from local information systems. These figures are an early indication of activity and may not exactly match the National Official Statistics publications which are issued later in time.

LD mentioned there is still no data provided for Adult Social Care, GN is working closely with LC and Heather Collington around this data. This will be presented in future reports.

## **Decision(s)**

### **Board Members:**

- **Noted the Summary Performance Report (May 2019)**

## **7. FINANCIAL PERFORMANCE UPDATE MONTH 2**

KL confirmed this report presents an update on the financial performance for the budgets delegated to the Integration Joint Board based on the position at the end of May 2019 month 2 of financial year 2019/20.

A new group Medicine Resource Group has been formed and the first meeting is tomorrow jointly chaired with KL and Graeme Bryson to look further into the pharmacy over spends in more details.

KL mentioned there are areas being considered which are developments so will come at an extra cost, this is not build into our costs, we are aware of these pressures but this has not been included into financial projectives. Our teams locally are looking at managing this piece of work, regional options by expanding capacity is a longer piece of work but they are sighted on this.

SAM programme board is now up and running, there will be detailed updates going through Performance and Finance Committee, there are a number of director tours scheduled in the middle of August.

JG asked regarding Appendix 3, feedback from carers the number of patients we have to refuse due to needs, we are saving money but we must be cautious of other areas that may be over tasked. KL mentioned one of the workstreams and SAM focuses on Social Work Services and this will be picked up through it. JW confirmed the workstream is not set up once established a care home representative and a third sector rep will be included.

GB mentioned a workshop to be held on prescribing so members are aware of the complex problems with prescribing. Also confirmed there is evidence for social prescribing data. JW highlighted the role of the IJB and that we must identify the purpose of this workshop and what the outcome members would like out of the workshop. JW asked Greycy Bell and Michelle McCoy to lead on this.

## **Decision(s)**

### **Board Members discussed and noted:**

- **The improved financial position after two months reflecting a reduction in the unidentified savings from £6.850m to £5.8m. The improvement relates to rates and pharmacy rebates and additional recurring savings identified.**
- **A detailed review of the financial position is currently being undertaken by the Chief Finance Officer during July following the assessment of the Quarter One (month 3) financial results.**

- **The progress with the financial improvement plan work through the Sustainability and Modernisation Programme.**

## **8. DUMFRIES AND GALLOWAY ALCOHOL AND DRUG PARTNERSHIP UPDATE**

GC confirmed Dumfries and Galloway Alcohol and Drug Partnership is funded by the Scottish Government to deliver alcohol and drug prevention, treatment and recovery initiatives and services across Dumfries and Galloway. All Alcohol and Drug Partnerships are accountable to their local Integration Joint Board and are required to ensure that the Integration Joint Board have oversight of the work streams and plans being progressed.

JD has been asked through Scottish Government to develop work around the recovery communities.

PH asked for a workshop to be scheduled and to include Police Scotland, GC confirmed the ADP team are happy to take this on to arrange a workshop.

GC confirmed that a paper will be presented to the next Clinical and Care Governance Committee regarding the ADP priorities and will include detail on information to reduce drug deaths across Dumfries and Galloway. This will also be covered in the Workshop.

### **Decision(s)**

#### **Board Members noted and discussed:**

- **The completed Equality Impact Assessment, requested at the meeting of 30th January 2019.**
- **The ongoing work by the ADP Executive Group to progress the investment area proposals in year 1.**

## **9. PRIMARY CARE PROGRAMME UPDATE**

GB confirmed on 13th November 2017, the Scottish Government published the draft 2018 General Medical Services Contract for Scotland. Following a ballot of all GPs and GP trainees, it was announced in January 2018 that 71.5% of participating GPs had voted to support the proposed contract.

This report provided updates across all six priority areas of the Primary Care Transformation Programme:

- Pharmacotherapy
- Additional Professional Roles
  - Mental Health
  - Physiotherapy
- Urgent Care
- Vaccination Transformation Programme

- Community Treatment & Care
- Community Link Workers

GB highlighted that the General Practice Clinical Pharmacists posts are now recruited.

ED confirmed there is not a need for an ANP Strategy for Dumfries and Galloway but there is a need to consider the need and priorities for ANP deployment and training in Dumfries and Galloway.

NAH mentioned she would like to offer the Third Sector involvement in this Programme. PH asked for something to come to the Performance and Finance committee to confirm how we are engaging. JG asked how care home representatives can be a part and be involved in the initiative. GB confirmed we will invite JG to the Primary Care Transformation Programme Board Meetings.

### **Decision(s)**

#### **Board Members:**

- **Noted the content of the Primary Care Transformation Programme Update paper.**
- **Approved a future update on the Primary Care Transformation Programme to come to the Integration Joint Board in December 2019.**

## **10. RECORDS MANAGEMENT PLAN AND POLICY**

AW confirmed this Report presents the draft Records Management Plan and draft Records Management Policy which are prepared in accordance with the Public Records (Scotland) Act 2011.

NAH asked how many FOI's do the Board / Health and Social Care Partnership receive, AW will feedback to NAH, JW highlighted the IJB FOI's are different to the Health and Social Care Partnership. IJB FOI updates to go through Clinical and Care Governance Committee.

### **Decision(s)**

#### **Board Members:**

- **Approved the Records Management Plan and its submission to the Keeper of the Records of Scotland**
- **Approved the Records Management Policy for implementation, following completion of an Equality Impact Assessment.**

## **11. DIRECTIONS – GUIDANCE AND UPDATE**

AW highlighted this Paper provides members with an update on the Directions issued during the 2018/19 year and guidance on the issuing of Directions from the Integration Joint Board to NHS Dumfries and Galloway and Dumfries and Galloway Council.

AW confirmed appendix 2 captures the directions to date, a report to go through Performance and Finance Committee every 6 months.

LD asked if each direction can highlight which of the Health and Wellbeing outcomes it relates too.

### **Decision(s)**

#### **Board Members:**

- **Approved the update provided on the Directions issued in 2018/19**
- **Approved the localised Guidance on Directions**

## **12. MEMBERSHIP UPDATE**

AF highlighted members are asked to note the changes to NHS representation on the Integration Joint Board.

LD confirmed the new NHS Voting Member will be nominated at the next IJB for the Audit and Risk Committee.

### **Decision(s)**

#### **Board Members:**

- **Noted that NHS Dumfries and Galloway have endorsed the appointment of Penny Halliday as Vice Chair of the Integration Joint Board**
- **Noted that Nick Morris, Voting Member of the IJB resigned as a Member of the IJB on the 30th April 2019 following his appointment as Chair of the NHS Board.**
- **Noted that Stephen Hare, Non Voting Advisory Member and Substitute Member of the IJB will become a voting Integration Joint Board Member for the period of 1st May – 30th November 2019.**
- **Agreed that a nomination should be received at the next NHS Voting Member to become a Member of the IJB Audit and Risk Committee.**

## **13. PAPERS NOTED**

- **IJB Audit and Risk Committee Minute – 11th March 2019**

- IJB Clinical and Care Governance Committee Minute – 7th February 2019
- IJB Performance and Finance Committee Minute – 26th April 2019

**14. ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION**

Printing of the IJB Papers, AW will take this forward and will do a survey for members with options.

**15. DATE OF NEXT MEETING**

Wednesday 25<sup>th</sup> September 2019 at The Cocoabean Company, Ashland, Twynholm, Kirkcudbright, DG6 4NP.

The Meeting will convene at 9.30am should Members request to discuss anything prior to commencement of the business meeting at 10am

Request for Items to be discussed under AOCB should be sent to the Chair to [andy.ferguson@dumgal.gov.uk](mailto:andy.ferguson@dumgal.gov.uk)

Apologies should be forwarded to [amber.murray@nhs.net](mailto:amber.murray@nhs.net)