



Dumfries and Galloway  
Integration Joint Board  
Performance and Finance Committee

**Minute of Dumfries and Galloway  
Integration Joint Board Performance and  
Finance Committee meeting held on  
21<sup>st</sup> October 2019**

*For Approval*

Minute of the Dumfries and Galloway Integration Joint Board (IJB) Performance and Finance Committee meeting held on 21<sup>st</sup> October 2019 at 2pm in Meeting Room 2, Mountainhall Treatment Centre, Bankend Road, Dumfries.

**Voting Members Present:**

Andy Ferguson	<b>(AF)</b>	IJB Voting Member (Committee Chair)
Penny Halliday	<b>(PH)</b>	IJB Voting Member via VC (Vice Chair)
Grace Cardozo	<b>(GC)</b>	IJB Voting Member

**In Attendance:**

Norma Austin Hart	<b>(NA)</b>	Third Sector Representative
Vicky Freeman	<b>(VF)</b>	Head of Strategic Planning
Hannah Green	<b>(HG)</b>	PA to COO/CO
Nicole Hamlet	<b>(NH)</b>	Deputy Chief Operating Officer
Katy Lewis	<b>(KL)</b>	Chief Finance Officer
Linda Owen	<b>(LO)</b>	Strategic Planning and Commissioning Manager
Gail Robertson	<b>(GR)</b>	Patient Flow and Discharge Manager
Alison Warrick	<b>(AW)</b>	Governance Officer
Julie White	<b>(JW)</b>	Chief Officer

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Jane Maitland.

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

No declarations of interest were noted.

**3. MINUTES OF THE PREVIOUS MEETING 8<sup>th</sup> July 2019**

Minutes approved as an accurate record by members.

**4. AGREED ACTIONS FROM THE PREVIOUS MEETING**

Actions were agreed as an accurate record.

**5. WINTER PLAN 2019/20**

Dumfries and Galloway Health and Social Care Partnership (DGHSCP) have undertaken significant planning to ensure that quality of care, patient safety and access to services are maintained over the winter period. This plan has been developed to ensure we are able to respond to and recover from winter disruptions. These disruptions can include increased demand and activity due to seasonal flu, respiratory and circulatory illness, increased numbers of falls and beds closed due to higher levels of norovirus. Partnerships can also face challenges associated with managing workforce rotas during the festive period, and experience periods of reduced staff attendance due to seasonal illnesses such as flu.

NH emphasised that this plan will not just be in place over the Winter period – these are the changes that must be implemented for the foreseeable future, however the possibility of there being a ‘no deal Brexit’ is the uncertainty within this Winter plan.

At present, there is a degree of stability within Out of Hours as rota gaps are being filled by other healthcare professionals such as ANPs. The change of skill mix in having a multi disciplinary team is helping sustain the service.

GC advised that the Third Sector and Community Councils should be considered when devising a ‘Winter Plan Communication Strategy’ as they both have key contacts within the community and hold public meetings. This action will be passed to Rod Edgar, Communications Manager to action.

NH advised the Committee that ahead of submitting the final plan, Caroline Cooksey, Workforce Director will be submitting a more detailed section on 'preparing staff for Winter' under the Working Well section. This update will also be presented at the next IJB Clinical and Care Governance Committee meeting in November.

NH reiterated the challenges that the Partnership are faced with all year round, as the last 'Day of Care survey' that took place in September highlighted that there were 65 patients within DGRI that did not require to be in an acute hospital, but remained there due to challenges escalated regarding flow.

#### **The Performance and Finance Committee:**

- **Approved the Winter Plan for 2019/20**
- **Discussed and noted the significant amount of joint work currently ongoing across the Partnership in preparation for Winter**
- **Discussed and noted key priorities of focus which are required to progress at pace, not just for Winter, but for year round sustainability of services**

#### **6. PROGRESS UPDATE – DUMFRIES AND GALLOWAY CARERS STRATEGY 2017-2021)**

The Dumfries and Galloway Carers Strategy (2017-2021) was approved by the Integration Joint Board (IJB) on the 30 November 2017. The IJB has asked that a report detailing progress against the implementation of the strategy is submitted to the performance and finance committee every six months.

As this update is also presented at the IJB Clinical and Care Governance Committee, it was decided to report annually at each Committee (however the Committee meetings will be 6 months apart).

LO to provide the figures of how many Organisations within the Region have signed up to be part of the Carer Positive Award system, as Appendix 1 was unclear of just how many Employers were part of this scheme.

A more in depth Carers Strategy update will be presented at the next IJB Clinical and Care Governance Committee meeting.

## **The Performance and Finance Committee:**

- **Noted the report attached in Appendix 1**
- **Approved the new reporting format**
- **Agreed the proposed frequency of reporting is changed from bi-annual to annual**

## **7. PSYCHOLOGICAL THERAPIES WAITING TIMES**

This paper has been deferred to a future meeting

## **8. DELAYED DISCHARGE PERFORMANCE REPORT**

This report provides an update on Delayed Discharge Performance.

GR provided an overview of the report and emphasised the increase in Delayed Discharges, as there has been a 53% increase in bed days occupied within the past 12 months. It has been identified that half of delayed discharges are patients that are waiting on care at home being implemented, however GR emphasised that the team are working alongside colleagues in Commissioning to look at the Care at Home situation, along with the Care and Support Service team (CASS). This work involves looking at where the provision currently is, and plotting this against the unmet need with the region. Meetings are also taking place to enhance the Short Term Assessment and Reablement Service (STARS) model.

Within Midpark, there has also been an increase in delayed discharges; however it is likely that this is due to under 65s requiring support in their accommodation.

PH enquired about the Power of Attorney (POA) campaign, as putting this plan in place can cost quite a lot of money, which can vary depending on each solicitor. JW suggested contacting local solicitors to obtain a fixed price for implementing POAs, and to then ask Rod Edgar to advertise this agreement on social media.

A paper on 'housing with support and care' will be presented to the IJB at the next meeting in December.

Within Appendix 2, VF will add in a section to highlight that there has already been a significant amount of work that has been undertaken within the Horizon Plan.

**The Performance and Finance Committee:**

- **Noted and discussed the performance of the Dumfries and Galloway, Health and Social Care – Delayed Discharges**

**9. MINISTERIAL STRATEGIC GROUP IMPROVEMENT OBJECTIVES REPORT SEPTEMBER 2019**

This report provides an update on the performance of a range of indicators against targets agreed by the Integration Joint Board annually. Due to the timeliness of the data, some areas are still reporting against 2018/19 targets, whilst others are reporting against 2019/20 targets.

VF provided an overview of the paper. The Committee suggested that it may be beneficial for the draft scrutiny questions to be used for all IJB Performance and Finance reports in the future? VF and Ananda Allan will explore this further.

PH queried point 3.6 (Last 6 months of life). VF will check for future reports whether the figures within this point include patients within the Alex Unit.

**The Performance and Finance Committee:**

- **Discussed and noted performance against the MSG suite of indicators at September 2019**

**10. SUMMARY PERFORMANCE REPORT (SEPTEMBER 2019)**

The Summary Performance Report has been submitted to the Integration Joint Board (IJB) Performance and Finance Committee for noting.

VF provided an overview of this paper, and a suggestion was made for the language to be less descriptive within this report

**The Performance and Finance Committee:**

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

## 11. SUSTAINABILITY AND MODERNISATION PROGRAMME UPDATE

The Sustainability and Modernisation Programme was established in response to the significant financial challenges facing the Partnership locally, and from learning what is happening in other NHS Boards / Heath and Social Care Partnerships across the country.

NH advised that a lot of work has taken place since the SAM Director tours in August. There has been an excess of 600 SAM ideas submitted to the team, which will then be triaged into themes. The themes will then be discussed at workstreams, with the workstream members being finalised at Board Management team on the 4th November.

There have been discussions for another SAM Director tour to take place which will consider the SAM themes that have been identified. There will be a detailed communications plan aligned with this tour, which will convey to staff what the function of another tour is.

PH recommended that for the next phase of the SAM tours, it would be beneficial to include Localities, as this a helpful link to the wider community.

### **The Performance and Finance Committee:**

- **Discussed and noted the progress to date on the development of the Sustainability and Modernisation Programme.**

## 12. FINANCIAL UPDATE

KL provided a verbal update, and advised that the last formal update was presented at the September IJB. KL is currently working on the midyear Financial Review, and proposed that a further update will be presented at the IJB in December.

KL has forecasted a financial trajectory for the NHS Board budget, but is also aware of some potential risks that may make the Board in deficient.

Discussion took place to emphasise that it is no longer acceptable for the IJB to have an under spend in Older Peoples Services, when there have been over 75 people identified as being in the wrong place at the wrong time within the Health and Social Care Partnership.

The under spend should be used to develop new models of care and support within the community. Another topic for discussion at the next Leadership team meeting is the 'Review of the Integration Scheme', as there may be less or more delegated functions assigned to the IJB.

It is imperative that members of the IJB are aware of the risks regarding the budget.

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

- 2020 Committee Meeting Dates  
The proposed dates were approved

**14. DATE OF NEXT MEETING**

The date of the next meeting will be held on 23<sup>rd</sup> January 2020 at 2pm –  
Venue to be confirmed