

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on  
23<sup>rd</sup> September 2020 at 2pm via Microsoft Teams**

**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>
Lesley Bryce	<b>(LB)</b>	NHS Voting Member
Grace Cardozo	<b>(GC)</b>	NHS Voting Member
Ian Carruthers	<b>(IC)</b>	Local Authority Voting Member
Laura Douglas	<b>(LD)</b>	NHS Voting Member
Jane Maitland	<b>(JM)</b>	Local Authority Voting Member
Elaine Murray	<b>(EM)</b>	Local Authority Voting Member

**Advisory Members Present:**

Norma Austin Hart	<b>(NAH)</b>	Third Sector Representative
Grecy Bell	<b>(GB)</b>	Registered Medical Practitioner (Primary Medical Services)
Heather Collington	<b>(HC)</b>	Senior Operational Manager, Social Work <b>(Substitute)</b>
Caroline Cooksey	<b>(CC)</b>	Workforce Advisor to the IJB
Ken Donaldson	<b>(KD)</b>	Registered Medical Practitioner (Not Primary Medical Services)
Ann Farrell	<b>(AFa)</b>	Local Authority Staff Representative
Fiona Gardiner	<b>(FG)</b>	NHS Staff Side Representative
Jim Gatherum	<b>(JG)</b>	Scottish Care Representative
Vicky Keir	<b>(VK)</b>	Employee Director <b>(Substitute)</b>
Katy Lewis	<b>(KL)</b>	Chief Finance Officer
Stella MacPherson	<b>(SMac)</b>	Service Users Representative
Alison Warrick	<b>(AW)</b>	Governance Officer
Valerie White	<b>(VW)</b>	Acting (Interim) Director of Public Health
Alice Wilson	<b>(AWi)</b>	Nurse Director

**In Attendance:**

Ananda Allan	<b>(AA)</b>	Performance & Intelligence Manager
Grahame Clarke	<b>(GCI)</b>	Independent Chair, Dumfries and Galloway Alcohol and Drug Partnership
Rod Edgar	<b>(RE)</b>	Communications and Engagement Manager
Vicky Freeman	<b>(VF)</b>	Head of Strategic Planning and Performance
Julie Morley	<b>(JMo)</b>	Housing with Care and Support Lead, Strategic Planning & Commissioning
Amber Murray	<b>(AM)</b>	PA to Julie White, Chief Officer
Sarah Pickstock	<b>(SP)</b>	Consultant in Palliative Care, NHS Dumfries and Galloway

**Apologies:**

Lillian Cringles	<b>(LC)</b>	Chief Social Work Officer
Andrew Guisti	<b>(AG)</b>	Local Authority Voting Member
Carol Stuart	<b>(CS)</b>	Carers Representative
Ronnie Tait	<b>(RT)</b>	<b>(Substitute)</b> Local Authority Voting Member
Julie White	<b>(JW)</b>	Chief Officer

## **1. NOTIFICATION OF SUBSTITUTES**

Apologies were received from Lillian Cringles, Andrew Giusti, Carol Stuart and Julie White

We have been informed of the following substitutions:

- Heather Collington is substituting for Lillian Cringles
- Ronnie Tait is deputising for Andrew Giusti

## **2. DECLERATIONS OF INTEREST**

No declarations of interest were noted.

## **3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 6<sup>th</sup> FEBRUARY 2020 AND 6<sup>th</sup> AUGUST 2020**

Minutes were agreed as an accurate record.

EM highlighted a small amendment required in the 6<sup>th</sup> February 2020 “reserve” not “preserve”, AM will amend the minutes.

VW talked us through a presentation providing an overview in terms of CoVID 19 in Dumfries and Galloway. The majority of this presentation includes sensitive information and is not for wider submission.

The “R” value has increased throughout the UK and Scotland currently 1.1 and 1.4.

3,809 CoVID tests were carried out over the last week.

JG asked for views on the National Challenge in terms of the surveillance testing problems including significant delays in results and pick up dates being missed. VW confirmed there have been significant challenges for Care Homes, and have been flagged at various levels and routes throughout Scottish Government. There is significant work ongoing to resolve this. We receive an update on a weekly basis in terms of concerns that Care Homes raise, this is collated by Elaine McCourtney.

LD asked about our position in terms of testing capacity for members of the public within the Region. It was confirmed that currently the mobile testing units have the capacity and availability but there are some delays in results.

KL highlighted we are purchasing an additional analyser to increase DGRI capacity for testing locally.

VW confirmed the situation has been tough for everyone right across the Health and Social Care Partnership system with resilience of staff beginning to be severely tested. The IJB asked if there is anything they can do to support the team and also highlighted their appreciation of the work that has been completed by Public Health and the Contract Tracing Team.

**2:23pm Valerie White left the meeting.**

## **4. ACTION LIST AND ROLLING AGENDA MATRIX**

This item is for noting only.

JM mentioned the Rolling Agenda Matrix should include an update on the Pharmacy Progress Report. This should have come from the 6<sup>th</sup> February minutes, This was in terms of an update in relation to Achieving Excellence report. AW will add to matrix and arrange for this to be brought to a future meeting.

## **5. ANNUAL ACCOUNTS AND ANNUAL FINANCIAL STATEMENT 2019/20**

KL confirmed this paper presents the Annual Accounts for the Integration Joint Board for the 2019/20 financial year. Digital signatures will be used for the sign off of the accounts, there have been no delays this year. The external audit was successfully completely remotely which was very efficient.

An annual financial statement has been incorporated into the Annual Performance Report and will be presented by Ananda Allan.

The IJB Audit and Risk Committee went ahead on the 7<sup>th</sup> September at which all the annual accounts were reviewed and agreed to come to the Integration Joint Board for sign off.

### **Decision(s)**

#### **Board Members:**

- **Adopted and approved for submission to the Scottish Government Health and Social Care Directorate, the IJB's audited Annual Accounts for the financial year ended 31st March 2020 (Appendix 1) which have been reviewed and scrutinised by the IJB Audit and Risk Committee.**
- **Noted the report provided by the External Auditors of the IJB providing a clean audit opinion for 2019/20 (Appendix 2).**
- **Authorised the Chair and Chief Officer of the IJB to sign the letter of representation to the External Auditors (Appendix 3).**
- **Noted the Annual Financial Statement which the IJB is required to publish will be included in the Annual Performance Report**

## **6. IJB ANNUAL PERFORMANCE REPORT 2019/20**

AA highlighted as a result of the CoVID 19 pandemic, there has been limited staffing capacity to produce and publish this year's Annual Performance Report within the statutory timescale. Therefore, in accordance with the Coronavirus (Scotland) Act 2020, the IJB agreed to delay publication until the end of September 2020.

Publishing the IJB Annual Performance Report 2019/20 by the 30th September 2020 will fulfil the IJB's reporting requirements under the 2014 Act.

LD asked around Page 13 indicator A19, highlighted in that this says there are no changes but the numbers presented do not match. AA will review this and amend.

NAH confirmed that we must address the learning we have experienced in that the last 6 months have demonstrated just how important the Third Sector is for delivery of a whole range of care services, the Third Sector will be crucial for directing services away from front line services. AF asked can this be incorporated into the report, AF was due to link with PH and Julie White in regards to bringing the South of Scotland Third Sector Partnership Approach to CoVID 19 to the next IJB.

AA highlighted this report relates to pre CoVID activity, the Locality Reports are completed for the last 6 months so data is for a completely different timeframe. This year's report is a slimmed down version. KL asked to acknowledge that next year's report will look completely different and to support the work that has been ongoing by AA team to complete these reports.

JM congratulated the effort that has been made since this time 2 years around the figures for the Anticipatory Care Plans going from 6% to 83% this makes a huge difference, and can the report next year highlight more in terms of the Digital Health and Care as this is major risk.

RE will work on a news story around the Anticipatory Care Plans. JG mentioned Care Homes were mandated to have Anticipatory Care Plans.

GC asked the IJB how we resource the production of this report to ensure we have the qualitative data that we need. HC mentioned this level is fundamental to the scrutiny we have, we have access and experience around this but the challenge is how we bring this together, this could be reviewed. We need to add this to our action list to ensure we address this in the coming year.

EM mentioned can the other IJB Committees all get back up and running again, this has been discussed recently and will be reviewed with an update planned to be brought back to the IJB.

### **Decision(s)**

#### **Board Members:**

- **Approved the publication of the 2019/2020 IJB Annual Performance Report**

## **7. LOCALITY PERFORMANCE REPORTS**

AA confirmed Dumfries and Galloway Integration Joint Board is committed to the scrutiny and accountability of locality health and social care services to communities being delivered through their engagement with Local Authority Area Committees.

Localities report their progress towards the National Health and Wellbeing Outcomes every 6 months, each Locality Managers have highlighted their comments.

NAH would welcome some coverage around the volunteering efforts at Locality level, including the hubs that have been set up and using. The Community Link workers have all been involved. AA will pick this up with Graham Abrines, NAH asked can this be shared with herself.

HC mentioned the increased activity in Partnership terms, this has been seen significantly through the shielding response this sat outside of the Localities, which is possibly why this was not picked up, the links came through various areas of the Partnership. This will be built into the single access team for the whole of the Partnership which is being mainstreamed.

**3:00pm – Ian Carruthers arrived to Meeting**

**3:03pm Grace Cardozo left the meeting.**

**Decision(s)**

**Board Members:**

- **Discussed and approved the Locality Performance Reports for circulation to the Local Authority Area Committees.**

## **8. IJB DRAFT PLAN FOR PALLIATIVE CARE**

VF confirmed this paper seeks the approval of the Integration Joint Board for the Dumfries and Galloway IJB Plan for Palliative Care. The plan is the first one for Dumfries and Galloway specific to this area of service and is a first step toward making palliative and end of life care more accessible and available. It is a high level framework aligned with the Palliative and End of Life Care: Strategic Framework for Action which sets out the national vision and commitments for Palliative Care.

Discussion and engagement with over 600 people took place as part of the process to develop the Plan to understand what mattered to them. The themes from this engagement, reflected in page 23 of the document, were used to develop and shape the document.

The public health model of palliative care described in the Plan, needs to be supported by a specialist Palliative Care team with a range of multi-disciplinary, specialist staff, supporting families and communities and generalist professionals within community settings.

The 'Making It Happen' section of the plan highlights areas of priority and high level actions. A significant amount of work sits under each of these and measures will be developed further with the Health Intelligence team.

PH stated that she was confused regarding the document and specifically what she was being asked to approve and asked is there a document missing alongside the framework. VF highlighted the national level document within which the local strategy sits and also the more detailed service delivery documents that will need to be developed at a local level supporting implementation of the strategy. Progress will be reported back to the Integration Joint Board. VF clarified that members of the Integration Joint Board were being asked to agree the vision, proposed model, priorities and high level actions to act as an overall framework for the future development of palliative and end of life care.

SP highlighted that the Making It Happen section of the Plan will form the agenda for the Palliative Care Steering Group. PH asked for the above clarity to be included within the document to for members of the public and others who were not

part of this discussion. VF stated that this would be drafted, inserted into the document and re-circulated to members prior to publication.

When approved, a direction will be issued to the NHS Board and the Local Authority to develop their delivery plans. The third and independent sector will also be part of this.

LD mentioned she attended the IJB workshop on the development of the Plan. She stated that she found this 'big picture approach' helpful and acknowledged that almost every high level line within the document will have an action/delivery plan underneath it. She stated that the Plan as it stands highlights the key things/areas of care that will be addressed and who will be taking ownership of these. SP confirmed the Palliative Care Steering Group will link with the IJB.

KL confirmed we must be clear when an update will be brought back.

AW highlighted GC had a comment in terms of the next steps and confirming that she supports the direction of travel. GC asks how this will form the strategic commissioning attentions and unless the IJB is prepared to put monies behind this Plan, it would be difficult to achieve. VF stated that there will be opportunities with the development of the new Strategic Commissioning Plan and the strategic commissioning intentions that this will contain to have this included as part of those overarching intentions going forward.

PH will link with SP regarding the Alliance Compassionate Communities Special Interest Group.

VF will include more clarity within the document then will share this around all the IJB members.

### **Decision(s)**

#### **Board Members:**

- **Approved the Dumfries and Galloway Integration Joint Board Plan for Palliative Care once minor amendments have been made**

## **9. HOUSING WITH CARE AND SUPPORT STRATEGY 2020 - 2023**

JMo mentioned this paper seeks Integration Joint Board agreement of the Dumfries and Galloway Housing with Care and Support Strategy, 2020-2023, this document has been engaged with over 400 individuals across the Community.

An implementation plan has been drafted and a Housing Support Steering Group has been formed and will cover the plan and actions to address the high levels of need and demand.

JG asked around Workforce requirements as a number of these developments will require more staff support, the workforce has been identified as a challenge within the strategy, staffing the facilities has always been a concern.

GC had left a comment looking for more information around who were involved in the EQIA and looking for assurance around these specific characteristic groups would be properly engaged with moving forward, AW will forward GC ask to JMo.

NAH drew attention to a report that the Third Sector have just completed in terms of the Third Sector support for the recovery and response part of CoVID, a number of useful ideas came out of this, digital inclusion was the key area, many people need support / help with devices, connectivity and support to get started. Registered social landlords would be ideal to be involved. NAH will share her report with JMo.

CC recognised the challenge the region has in terms of workforce which JMo has highlighted in the report, the challenge is right across the system, this will be addressed as a whole community.

LB welcomed and valued the strategy in terms of the support for carers and asked if this will mean that children who have had to leave the area will be repatriated. JMo mentioned over the course of the last 12 months the challenges some of the carers are facing. This is a priority for Dumfries and Galloway.

The Integration Joint Board thanked JMo and her team for the work that was put into this report.

### **Decision(s)**

#### **Board Members:**

- **Approved the Dumfries and Galloway Housing with Care and Support Strategy**

## **10. ALCOHOL AND DRUG PARTNERSHIP STRATEGY 2020 – 2021**

GCI attended the meeting and confirmed with members that the paper presented is the strategy for the 4 year period, there was significant delays last year which impacted the Partnership, the Alcohol and Drug Partnership decided they would develop a 1 year strategy this year which would allow consultation and engagement, this will allow people to be asked a number of questions in terms of the service, then this can be built into the 4 year strategy.

A number of strategic priorities are ongoing and are listed within the paper.

### **3:34pm Fiona Gardiner and Caroline Cooksey left the meeting.**

PH asked whether the ADP data is incorporated into the Locality Reports, they have fed into the IJB with Government waiting times and heat targets through Clinical and Care Governance directly, and they haven't been to Locality meetings. AF asked can this data be part of the Locality reports. GCI confirmed this is achievable but the difficult part might be breaking down the data into Localities.

In terms of CoVID it has had an effect on the ADP, in the beginning it was in terms of the changes to services including a reduction in face to face contacts and changes to provision of support to drug users, some of which was supported by the Third Sector. Approx 1,500 increased contacts over the period with all users risk assessed around methadone use due to restrictions in availability of Pharmacy input. Dispensing and referrals are back to pre CoVID numbers. A number of post-mortems are awaited and will hopefully provide explanations for the increase in drug deaths.

### **4:06pm Penny Halliday left the meeting and Vicky Keir became substitute.**

**4:10pm Jim Gatherum left the meeting.**

LD highlighted she is happy to support this pragmatic approach to a 1 year strategy for now alongside a thorough engagement process to enable a longer term strategy to be developed.

An update on drug deaths will be provided at a future IJB.

**Decision(s)**

**Board Members:**

- **Discussed and approved the attached Alcohol and Drug Partnership Strategy for 2020/2021 prior to submission to the Scottish Government**

## **11. FINANCE PERFORMANCE UPDATE QUARTER 1**

KL highlighted the key risk is the confirmation of funding for supporting the CoVID costs, this has been submitted but clarification is due by end of September, we have received over £2m to cover costs for external social care providers to date.

JM asked around the underspend in eHealth, this has been a small underspend they have invested in a lot of additional resource in eHealth which possibility isn't captured within the numbers. There was also discussion on the progress in relation to savings plans and the ability to focus on the savings ability has been significantly challenging.

KL offered for the next IJB to bring an update on the CoVID funding impact and the saving programmes, and will also link with the SAM Programme Team to provide a more detailed update

**Decision(s)**

**Board Members noted:**

- **The Quarter One projected forecast of a £14.868m overspend.**
- **The impact of Covid-19 crisis costs on the financial position and the level of Year to Date (YTD) and forecast cost assumed in the position.**
- **The reassessment of the deliverable savings for 2020/21 and the ongoing level of unidentified savings.**
- **The risk on assumed allocations and overall risk in the financial position.**

## **12. SUMMARY PERFORMANCE REPORT (JULY 2020)**

The Summary Performance Report has been submitted to the Integration Joint Board for noting, activity in the Hospital is now in line with pre CoVID levels and as a system we have begun to see an increase in Delayed Discharges.

**Decision(s)**



**Board Members:**

- **Noted the Summary Performance Report (July 2020)**

**13. REGISTERS OF MEMBERS INTEREST**

AW highlighted this Report and the Register of Interests for Members of Dumfries and Galloway Integration Joint Board is procedural and is brought before the Integration Joint Board as it is required under legislation to be available for public inspection for noting. This document is incomplete as not all members have submitted their information but reflects the current situation.

**Decision(s)**

**Board Members:**

- **Noted the Register of Members Interest which will now be uploaded to the Dumfries and Galloway Health and Social Care Partnership website**

**14. COMMITTEE MINUTES NOTED**

- **Audit and Risk – 16th December 2019**
- **Audit and Risk – 9th March 2020**
- **Clinical and Care Governance Committee – 12th December 2019**

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

NAH raised a concern in regards to an email she received from the Carers Centre, raising concerns from a large number of carers who are experiencing stress related to reduced respite availability. Claudine Brindle asked for this to be raised at the IJB by NAH, HC recognised the real difficulties for carers but can provide assurance in terms of the ongoing work behind the scenes, the National Guidance that has recently been shared is what was required, this will impact on staffing and availability, this is complicated to get restarted. A wider discussion will be had at the next meeting. NAH and HC will link together in terms of communication.

The next meeting will be held on Thursday 29th October at 2pm – 4pm via Teams