



Dumfries and Galloway
Integration Joint Board

**Minute of Dumfries and Galloway
Integration Joint Board meeting held on
28th September 2017**

For Approval

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on 28th September at 10am in Hillview Leisure Centre, Kirkland Drive, Kelloholm, Sanquhar, DG6 4ST.

Present:	Penny Halliday (PH)	Chair
	Jim Beattie (JB)	NHS Voting Member
	Claire Brown (CB)	Third Sector Representative
	Lesley Bryce (LB)	NHS Voting Member
	Angus Cameron (AC)	Registered Medical Practitioner (not Primary Care Services)
	Grace Cardozo (GC)	NHS Voting Member
	Lorna Carr (LCa)	Chair of Area Clinical Forum
	Ian Carruthers (IC)	Local Authority Voting Member
	Lillian Cringles (LC)	Chief Social Work Officer
	Laura Douglas (LD)	NHS Voting Member
	Val Douglas (VD)	NHS Staff Representative
	Andy Ferguson (AF)	Vice Chair - Local Authority Voting Member
	Katy Lewis (KL)	Director of Finance/Chief Finance Officer
	Stella Macpherson (SM)	Service Users Representative
	Jane Maitland (JM)	Local Authority Voting Member
Jim Mccolm (JMcc)	Unpaid Carers Representative	
Michele McCoy (MMcC)	Interim Director of Public Health	
David McKie (DMcK)	Local Authority Substitute Voting Member	
Ros Surtees (RS)	Local Authority Voting Member	
Julie White (JW)	Chief Officer	
In Attendance:	Graham Abrines (GA)	General Manager, Community Health and Social Care
	Ananda Allan (AA)	Performance and Intelligence Manager (NHS)
	Jemma Bowman (JB)	Office Administrator (Minutes)
	Vicky Freeman (VF)	Head of Strategic Planning (NHS)
	Laura Geddes (LG)	Corporate Business Manager (NHS)
	Caroline Sharp (CS)	Director of HR & Workforce Strategy
	Gary Sheehan (GS)	Locality Manager Annandale & Eskdale
	Alison Warrick (AW)	Executive Assistant to the Chief Officer

1. APOLOGIES FOR ABSENCE

Apologies were received from Eddie Docherty and Ann Farrell

2. NOTIFICATION OF SUBSTITUTES

David McKie (DMcK) Local Authority Member attended as substitute for Tommy Sloan, Local Authority Voting Member

3. DECLARATION(S) OF INTEREST

None

4. MINUTE OF MEETING HELD ON 26TH JUNE 2017

These were approved with the following amendments:

Ian Carruthers requested that the Minute of the meeting is extended to include the comments made by Jim Beattie and reflect the time at which IC left the meeting.

The time that Ian Carruthers left the meeting to be changed to after Jim Beattie had finished talking.

5. AGREED ACTIONS FROM THE PREVIOUS MEETING HELD ON 26TH June 2017

- **PH and JMcC to discuss the role of Unpaid Carers Representative.** - There is a meeting diarised and PH will feedback following this at the next meeting. JMcC has a Collation of Carer's paper which AW will circulate to members.

6. Annual Accounts 2016 / 17

This report presents the Annual Accounts for the IJB for the 2016/17 financial year. It is the requirement of the Chief Finance Officer to prepare accounts for the IJB. The Annual Accounts for the Integration Joint Board reflect a breakeven outturn position for the 2016/17 financial year.

These accounts have been approved at the Audit and Risk Committee on the 18th September for submission to the Integration Joint Board, which took place 18th September 2017.

The unaudited accounts were made available for public inspection for a 3 week period from 01-21 July 2017. No comments were received from members of the public during this time.

All figures presented in the report have been reviewed by external audit review and a copy of Grant Thornton's final report was provided which confirmed that a clean audit opinion has been given.

IC highlighted a type error on page 12 of the report regarding accrued pension benefits for the Chief Finance Officer. KL will amend this.

Decision(s)

Board Members:

Approved and signed off the Annual Accounts 2016/17

Noted that the report by the External Auditors of the IJB providing a clean audit opinion for 2016/17

7. FINANCIAL PERFORMANCE 2017/18 QUARTER ONE

This report presents the summary financial performance of the budgets delegated to the Integration Joint Board (IJB) as at the end of Quarter One for 2017/18

In the opening plan, savings still required to be identified was £5.2m. This update sees an improvement in the new position with the level of gap on savings reduced to £2m after the Quarter One review.

The improved position highlights that a balanced position could be attainable; however KL expressed caution that the figures presented only reflect the position on a non-recurring basis and don't impact on the recurring position.

Summary of Issues and IJB Savings plan were provided.

Highlights of the report were:

- Medical Locums - Significant number of medical staffing vacancies will have an impact on the service with regards to filling these.
- Quarter One Savings Update – Overall savings are in line with original LDP position.
- Current Risks and Challenges – Price pressures; demographics and increased levels of care dependency; continued delivery of a £2.636m savings programme; £14m of service user contributions towards the cost of care; prescribing; medical vacancies; transition to new hospital; and service agreements with other Health Boards.

The Business Transformation Programme paper will be going to the Performance and Finance Committee taking place 04th October 2017.

KL is in the process of pulling together a paper which will set out financial model for the next 3 years.

AF highlighted challenges around the differing financial systems and requested that a budget session for board members would be useful.

KL will meet with new Integration Joint Board Members on a 1:1 basis to deliver finance training in areas where members feel this is required.

PH reminded and encouraged members that all are welcome to attend all committee meetings.

Decision(s)

Board Members:

Noted that Budget Scrutiny meetings to review Quarter One position 25th August 2017 have now been completed

Noted that a paper that on Quarter One came to Integration Joint Board on 28th September 2017

8. 2017/18 Quarter 1 Integration Joint Board Performance Update

This report provides information for the period 1st April 2017 – 30 June 2017 on performance against a range of indicators and is the fifth quarterly performance report to the Integration Joint Board. The indicators relate to the commitments contained within the Integration Joint Board's Strategic Plan for Health and Social Care, relating to the nine national outcomes.

Highlights of this report were:

VF advised that B2 (1+2) Cancer waiting time's statistics are not available until next quarter.

Psychological therapies waiting times indicator is below the target of 90% and currently sits at 69.8%. The Psychology department have drafted a report on how to tackle this challenge which will be discussed at the Performance and Finance Committee on 4th October 2017.

Qualitative data has been included in the Quarterly Performance Report, in the form of quotes from service users from the Carers Centre.

A Performance Management Handbook has been developed following comments and suggestions from the IJB Performance workshop. This handbook provides a tool explaining terminology used in the indicators being reported. This resource will be made available online. VF welcomed any feedback on this report and advised that this will require regular revision and updating.

Discussion took place on Treatment Time Guarantees, which are slightly under target; however there is a slight improvement.

There is work to be undertaken around early detection of cancer rates in Dumfries and Galloway. Work will be undertaken with the lead cancer team.

VD questioned the sickness and absence rate detailed in the report.

AA will check figures and will amend if not correct

CAMHS are consistently meeting their 18 week referral to treatment target. AA to work with CAMHS team to collate data on how the CAMHS service achieve this target and include further information in the next performance report.

The Assistive Technology Care Strategy will be presented to Health and Social Care Management Team on 11th October 2017 and will then be presented to the Integration Joint Board in the near future.

Decision(s)

Board Members:

Discussed and approved the Quarter 1 Performance Report 1 – April 2017 to 30 June 2017

9. PERFORMANCE MANAGEMENT AREA COMMITTEE REPORTS (OCT 2016 – MARCH 2017)

This paper contained accurate, up to date information on indicators and measures that relate to the commitments contained within the Locality Plans and were presented to enable members of the Area Committee to scrutinise and implement the document.

This is the second set of area committee reports that have been presented at the Integration Joint Board meeting, with this set being much more developed than the first.

JW advised there has been engagement activity within localities which has been facilitated by the locality managers. The locality managers meet every fortnight to cross reference information gathered and to enable shared learning.

Decision(s)

Board Members:

Approved the Area Committee Reports for Annandale & Eskdale, Nithsdale, Stewartry and Wigtonshire Localities

10. PROGRESS REPORT ON RESHAPING HEALTH AND SOCIAL CARE FOR OLDER ADULTS IN ESK VALLEY

This report provided an update to members on the progress made in reshaping health and social care for older adults in Esk Valley in response to the vision of services set out in Option 5 of the Esk Valley report.

A team was commissioned in May 2016 called the Esk Valley Project Team and was commissioned to look at the needs of elderly people, set out a

range of services, look at recommendations and to develop a business plan to take forward to implement.

The team have been working with local services such as Community Council Representatives, GPs and Local People to gather data and information.

Highlights of the report were:

- The Esk Valley report originally proposed that up to 26 residential and nursing care beds in Esk Valley could be developed.
- In August 2016, there were 26 older people housed outside Esk Valley.
- Market intelligence shows that the development of a new 26 bed facility in Esk Valley would not be financially sustainable and that larger residential care development could lead to over provision in meeting the needs of older adults in Esk Valley. This would place further financial pressure on the social care budget and would restrict capacity to develop new extra care services.
- Options could be to expand on existing services, including residential services.
- Dumfries and Galloway Council's current Strategic Housing Investment Programme (SHIP) has identified 10 units of Extra Care housing to be built by Loreburn Housing Association and work has already started on this. Further work and discussions will be held to develop a business case for a larger Extra Care Housing scheme and once a suitable site can be identified, work could commence in 2018/19.
- Step up step down service – surveys indicate that a number of patients within community hospitals in the region could benefit from more intermediate support to help reduce the need for admission to hospital or provide further support on discharge. An option could be to commission up to 20 intermediate care beds across Annandale and Eskdale, including Langholm and Moffat reducing the current reliance on the gap that is being bridged by the 4 community hospitals.
- IC questioned if Thomas Hope Hospital will close. GS responded by saying that Thomas Hope hospital is not fit for purpose, and there needs to be a long term alternative put in place. Thomas Hope Hospital will remain open until an alternative put in place.
- There was discussion around what public engagement activity there has been around this since November 2016 and what are the plans going forward. GS confirmed that there has been ongoing engagement with Community Council Reps, GPs, and Local People. Discussion took place and it was agreed that a wider group was to be developed and a firm engagement plan to be put in place. GS to bring this to the IntegrateionJoint Board in January 2018.

GS to prepare a financial report and to bring this to the Integration Joint Board in January 2018 to be approved by KL

Decision(s)

Board Members:

Noted that the progress made so far in responding to the vision of services set out in the Esk Valley report

Approved plans to proceed with further development work for the provision of a new Extra Care Scheme in Esk Valley

Noted that plans to develop residential care provision for older adults in Esk Valley must be integrated into the wider development of service provision across Annandale and Eskdale to ensure that such services are robust, sustainable and meet the current and future needs of the wider community.

Noted the potential to reduce the number of patients inappropriately placed in the 4 cottage hospitals across Annandale and Eskdale through the development of a new intermediate care service

Approved the commissioning of a progress report on the development of a new Extra Care Scheme in Esk Valley which will be submitted to the IJB in January 2018

11. PLANNING AND DELIVERING CARE AND DELIVERING CARE AND TREATMENT ACROSS THE WEST OF SCOTLAND

This paper set out the requirements for the West of Scotland implementation team to produce a first Regional Delivery Plan for March 2018 and to seek the support of Health Board and Integration Joint Boards to work collaboratively to achieve the best outcomes delivered sustainably for the citizens in the west of Scotland.

JW advised that work is in very early stages and that there are a number of work streams being developed and welcomed members to attend workshops.

VF to arrange for a letter to be sent to John Burns to confirm Integration Joint Board will support.

Decision(s)

Board Members:

Agreed to support the approach to work collaboratively with the West of Scotland group to achieve the best outcomes delivered sustainably for the citizens in the West of Scotland.

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

- PH requested that for future IJB meetings that if the venue has not been booked before that a member of staff is sent out to look at the venue to assess the suitability.
- AW advised that as Paul Graham, Spiritual Care Lead from NHS Lanarkshire requested that the next IJB be held in Dumfries. This was agreed.
- AW advised that it is the responsibility of members to ensure that their Registration of Interest is up to date. AW provided all members with a copy to be signed and returned by 19th October 2017.
- JW is in the process of producing a Winter Plan for the forthcoming winter period. This will be published by the end of October and will be a detailed document. A copy was handed to all members and JW advised that this will be discussed in more detail at the Performance and Finance Committee meeting on 04th October 2017.
- JW advised that the keys were handed over for the new hospital on 11th September 2017 and is now deemed as in the final stages of development. A two day migration event took place Tuesday 26th and Wednesday 27th September 2017 where teams from across the hospital and some equipment were migrated from the old hospital to the new hospital. There were 2 command groups in place, Tactical Command, which included the General Managers and Strategic Command, which included Directors. The exercise went well and to plan although it was noted that this was done over weekdays and in reality it will be done over a weekend. There is huge amount of work still required to be done in terms of commissioning and setting up equipment. Orientation sessions for staff to be familiarised have commenced and feedback is positive.
- PH advised that individual interviews are required for all members and invitations will be sent out for these in October.
- PH wished AC well as this will be his last Integration Joint Board meeting as he is retiring from service at the end of September. PH thanked AC for his involvement with the IJB. AC advised that he will be working part-time with the West of Scotland Regional Planning Board for the Scottish Government.
- On the 12th October there will be a public Integration Joint Board Annual Review.

13. DATE OF NEXT MEETING

Thursday 30th November 2017 at 10am, Venue New Hospital, Cargenbridge, Dumfries

Request for Items to be discussed under AOB should be sent to the Chair to penny.halliday@nhs.net

Apologies should be forwarded to alison.warrick@nhs.net