

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 27<sup>th</sup> May 2021 at 2pm via Microsoft Teams**

**Voting Members Present:**

Laura Douglas	<b>(LD)</b>	NHS Voting Member <b>(Chair)</b>
Jane Maitland	<b>(JM)</b>	Local Authority Voting Member <b>(Vice Chair)</b>
Lesley Bryce	<b>(LB)</b>	NHS Voting Member
Marsali Caig	<b>(MC)</b>	NHS Voting Member
Grace Cardozo	<b>(GC)</b>	NHS Voting Member
Ian Carruthers	<b>(IC)</b>	Local Authority Voting Member <b>(Substitute)</b>
Karen Carruthers	<b>(KC)</b>	Local Authority Voting Member
Andy Ferguson	<b>(AF)</b>	Local Authority Voting Member
Vicky Keir	<b>(VK)</b>	NHS Voting Member
Elaine Murray	<b>(EM)</b>	Local Authority Voting Member

**Advisory Members Present:**

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
Norma Austin Hart	<b>(NAH)</b>	Third Sector Representative
Katy Kerr	<b>(KK)</b>	Chief Finance Officer
Alison Warrick	<b>(AW)</b>	Governance Officer
Julie White	<b>(JW)</b>	Chief Officer
Valerie White	<b>(VW)</b>	Director of Public Health
Alice Wilson	<b>(AWi)</b>	Nurse Director

**In Attendance:**

Heather Collington	<b>(HC)</b>	Senior Operational Manager, Social Work
Rod Edgar	<b>(RE)</b>	Communications and Engagement Manager
Vicky Freeman	<b>(VF)</b>	Head of Strategic Planning and Performance
Amber Murray	<b>(AM)</b>	EA to Julie White, Chief Officer

**Apologies:**

Grecy Bell	<b>(GB)</b>	Registered Medical Practitioner (Primary Medical Services)
Caroline Cooksey	<b>(CC)</b>	Workforce Advisor to the IJB
Lillian Cringles	<b>(LC)</b>	Chief Social Work Officer
Heather Currie	<b>(HC)</b>	Associate Specialist
Karen Martin	<b>(KM)</b>	Carers Representative
Ronnie Tait	<b>(RT)</b>	Local Authority Voting Member

## **1. NOTIFICATION OF SUBSTITUTES**

No notifications of substitutes.

## **2. DECLARATIONS OF INTEREST**

No declarations of interest were noted.

## **3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 22<sup>nd</sup> APRIL 2021**

Minutes will be amended and noted as an accurate record.

## **4. ACTION LIST AND AGENDA PLANNER**

AW will update the action list accordingly.

JG confirmed following discussions at the SAM Workshop, he has attended one meeting with David Rowland and another will be arranged in the future.

LD highlighted that a number of items which were on the IJB Agenda Matrix have been removed and will now be discussed at the most suitable committee.

### **14:08 GC joined the meeting**

LB highlighted her comments re Carers and asked if it would be possible to meet with JW, KL, VF, NAH and LC to meet. JW confirmed AM will arrange this meeting.

LD stated that the IJB Agenda Planner is included in this paper, in July we have scheduled a Review of the Scheme of Delegation, can individuals please review this paper prior to the next meeting, and also LD is keen to meet with Chairs and Vice Chairs to discuss the committee structure moving forward for the IJB. This will impact on the Scheme of Delegation.

AF asked for the website to be updated to highlight the new Chair of the IJB, AM will discuss and arrange with RE.

## **5. SUPPORTING CARERS**

VF presented the paper and highlighted Unpaid Carers are the largest group of care providers in Scotland, providing more care and support than the NHS and Councils combined. Supporting Carers is a key area of priority for the Dumfries and Galloway Integration Joint Board within their Strategic Commissioning Plan.

This paper provides an overview of:

- Scottish Government Carers Act Funding and how this is being allocated locally
- Work ongoing (including a timescale for further updates) in relation to supporting Carers, specifically
- Inclusive and collaborative partnership working

- Short breaks providing respite for Carers
- Performance against delivery of the local Carers Strategy

This paper also seeks approval for review and refresh of the current non-statutory Carers Strategy 2017- 2021 and development of a new local statutory Carers Strategy for 2023-2026, the allocated Carers Funding is included as an appendix.

LB asked now that Buildings Based Support is beginning to re-open, how are we prioritising access to this? VF confirmed there has been reduced capacity but this is now slowly increasing and alternative ways are being reviewed for short breaks where capacity is reduced. In relation to the performance against delivery of the current strategy, VF confirmed there are still ongoing challenges regarding the measures and discussions are ongoing regarding the effectiveness of the plan. A paper will be brought to a future Committee regarding this.

JG mentioned that Sustainability Funding is due to end in 5 weeks time and this fund has been supporting Care Homes over the last number of months. JG suggested that Care Homes should be considered for short break support. VF replied that booking residential care in advance is a challenge and the Programme Board will continue to progress this with Partners in the Scottish Care Team.

The Carers Centre and Third Sector Carer Organisations have requested further information around the explanation in paragraphs 3.4, 3.5 and 3.6. Specifically they would like to understand if this money has been spent on additional services for Carers or has it been used to fill the gap. VF gave assurance that the Carers Programme Board have asked for an immediate action to support additional respite. LD asked if there has been a discussion about how much money will be spent non recurrently, VF mentioned there is no limit on it but this will be confirmed.

JW stated that the involvement and discussions with the Short Life Working Group is a good approach for ensuring all Partners are engaged in the debate regarding the significant pressures on Carers and identifying proposed solutions.

NAH queried why Directions were not issued to Third and Independent Sector. JW outlined the governance arrangements for issuing of Directions to the NHS Board and the Local Authority.

AF asked if we are looking into the monies that are available through the Council to sustain the economy from CoVID, JW will pick this up at the Strategic LRP.

## **Decision(s)**

### **Board Members:**

- **Noted the overview of the use of Scottish Government Carers Act Funding**
- **Noted work to support Carers in Dumfries and Galloway**
- **Approved a review and refresh of the current non statutory Carers Strategy to March 2023 and the proposal to develop and publish a new statutory local Carers Strategy for 1 April 2023.**
- **Agreed that a paper should come forward outlining the impact of the existing Carers Strategy.**

## 6. STRATEGIC COMMISSIONING PLAN UPDATE

VF confirmed a wider update will be provided at the Workshop Session after this meeting. The Strategic Commissioning Plan went out for formal consultation on the 17th May 2021, the easy read document is now completed and will be issued for consultation after the workshop.

## 7. IJB DIRECTIONS POLICY

AW took members through the IJB Directions Policy which has been developed following this guidance received from Scottish Government in January 2020.

[Health and Social Care Integration - Statutory Guidance - Directions from Integration Authorities to Health Boards and Local Authorities](#)

The Directions Policy supersedes the Directions Process which was approved by the IJB in July 2019.

NAH asked as a Partner in the Partnership where do the Third Sector sit in relation to this. NAH recognised the role of the Strategic Planning Group is evolving and in future the proposed Directions will go through that group which Third Sector are involved in. There is a need for us to have further thinking about how we make sure at an operational / tactical level that we fully involve Partners in the Third and Independent Sector to ensure we have the right culture in place for us to consider how we best deliver services.

The work that is ongoing regarding D Feeley will help moving forward. Annie Johnstone is going to be taking work forward work as part of the RRR Team within the Local Authority reviewing our Model in the Community Setting.

GC highlighted that although we outline the outcomes, we need to ensure we make the changes powerful. The proposed suite of Directions is important but is bland and GC felt that these need to be built upon for future years.

JW agreed that we will continue to build the detail of the directions moving forwards and reminded members that the Directions we issue can be as detailed or as high level as we choose them to be, we must highlight this in the policy.

JM asked about performance management re the directions. This will come via the 6 monthly reports on implementation.

MC asked who decides who agrees the Directions and who is responsible for the delivery plans. AW confirmed the IJB will seek assurance that work is progressing on the Directions and the template is still being reviewed and IJB members can ask for specific updates. MC also mentioned we must all have the same level of understanding of the impacts of the Independent Review of Adult Social Care and that a workshop is set up for Members.

Following discussion it was agreed that the Policy would be approved and paragraphs will be inserted to the Policy regarding the detail of Directions and performance monitoring.

The Policy will be brought back for Members to note that the changes have been included.

### **Decision(s)**

#### **Board Members:**

- **Approved the IJB Directions Policy attached at Appendix 1.**

## **8. PROPOSED ANNUAL DIRECTIONS FOR 2021-22**

AW highlighted the issuing of Directions to either or both NHS Dumfries and Galloway or Dumfries and Galloway Council by the IJB is a legally binding process which provides the IJB with the means by which to deliver its Strategic Commissioning Plan.

AW went through all 11 Directions with Members. All Directions are linked to the National Health and Wellbeing Outcomes. AF highlighted the IJB sets the budget and should be considering how we apportion the budget to best deliver the outcomes we wish to achieve through the directions..

AWi recognised this is a good start but next year we can start sooner, particularly around finance.

MC made a comment regarding a need for more detailed commissioning plans. JW confirmed Directions should follow the Strategic Commissioning process, we need to use the Strategic Commissioning Plan as the foundation for the next set of Directions.

AW noted Housing is not delegated to the IJB and this has been reviewed and confirmed.

NAH asked how Key Partners can be identified, this is not only commissioning services. Third Sector must not be invisible to this process.

KC asked about the allocated budgets for each of our Directions and queried how going forward we will be monitoring the impact on each part of the Partnership. KC highlighted the increased pressure that has been put onto services. JW confirmed we monitor this information regularly throughout Health and Social Care Partnership arrangements, and this is reported 6 monthly to the IJB via the Performance update.

### **Decision(s)**

#### **Board Members:**

- **Approved the set of Annual Directions (Appendix 1) to be issued to the constituent authorities and amendments to be made to the template regarding progress against the priority areas.**

**15:58pm AWi left meeting**

## 9. MEMBERSHIP OF IJB COMMITTEES AND STRATEGIC PLANNING GROUP

AW confirmed this Report is provided today to ensure consistency with the changes made recently to the IJB Chair and Vice Chair positions of the Integration Joint Board. These changes are made in line with the Public Bodies (Joint Working) (Integration Joint Boards) Scotland Order 2014, the Integration Scheme between NHS Dumfries and Galloway and Dumfries and Galloway Council and the Standing Orders of the IJB.

### Decision(s)

#### Board Members:

- **Approved the following IJB Voting Committee Members as Chairs and Vice Chairs, noted changes in Committee membership and approved the IJB Voting Membership of the Strategic Planning Group:**
  - **IJB Audit and Risk:**
    - Chair: Marsali Caig (NHS)
    - Vice Chair: Andy Ferguson (LA)
    - Members: Ronnie Tait (LA)  
Lesley Bryce (NHS)
  - **IJB Clinical and Care Governance:**
    - Chair: Elaine Murray (LA)
    - Vice Chair: Grace Cardozo (NHS)
    - Members: Karen Carruthers (LA)  
Laura Douglas (NHS)
  - **IJB Performance and Finance:**
    - Chair: Laura Douglas (NHS)
    - Vice Chair: Jane Maitland (LA)
    - Members: Andy Ferguson (LA)  
Ronnie Tait (LA)  
Grace Cardozo (NHS)  
Vicky Keir (NHS)
  - **Strategic Planning Group:**
    - Lesley Bryce (NHS)

## 10. FINANCIAL PERFORMANCE UPDATE – FINANCIAL YEAR 2020/21

KK highlighted to members this report presents the summary financial performance of the budgets delegated to the Integrated Joint Board as at end of March 2021 for the financial year 2020/21. This paper closes off the last financial year.

The scale and level of reserves has been set out in the paper, there has been a large increase directly relating to CoVID funding, Scottish Government have confirmed any CoVID funding that has not been spent must be ringfenced.

The next update for the IJB will be more future focussed for the next 2 years.

### Decision(s)

#### Board Members noted:

- The draft break-even position for the year as planned.
- All numbers are draft subject to external audit scrutiny of the NHS, Council and IJB accounts.
- Additional funding was released from the NHS Board to the IJB to off-set the underlying overspends of £8.856m in-year non-recurrently.
- The level of IJB ringfenced reserves at 31 March 2021 of £16.41m (£2.539m at 31 March 2020).

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

The next meeting will be held on Thursday 22<sup>nd</sup> July 2021 at 2pm – 4pm via Teams.

**12. STRATEGIC COMMISSIONING PLAN WORKSHOP**

VF and E Forsyth facilitated a workshop with IJB Members and notes of this will be shared separately.