



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
23rd January 2020**

For Approval

Minute of the Dumfries and Galloway Integration Joint Board (IJB) Performance and Finance Committee meeting held on 23rd January 2020 at 2pm in Meeting Room 1, Mountainhall Treatment Centre, Bankend Road, Dumfries.

Voting Members Present:

| | | |
|---------------|-------------|-------------------------------------|
| Andy Ferguson | (AF) | IJB Voting Member (Committee Chair) |
| Grace Cardozo | (GC) | NHS Voting Member |
| Andrew Giusti | (AG) | Local Authority Voting Member |
| Jane Maitland | (JM) | Local Authority Voting Member |

In Attendance:

| | | |
|----------------|-------------|--------------------------------------|
| Ananda Allan | (AA) | Performance and Intelligence Manager |
| Hannah Green | (HG) | PA to COO/CO |
| John Knox | (JK) | Lead General Manager |
| Katy Lewis | (KL) | Chief Finance Officer |
| Alison Warrick | (AW) | Governance Officer |

1. APOLOGIES FOR ABSENCE

Apologies were received from Julie White, Penny Halliday and Nicole Hamlet.

2. DECLARATION(S) OF INTEREST

No declarations of interest were noted.

3. MINUTES OF THE PREVIOUS MEETING 21st October 2020

Minutes approved as an accurate record by members.

4. AGREED ACTIONS FROM THE PREVIOUS MEETING

Actions were agreed as an accurate record.

There are no actions outstanding.

KL provided an update regarding the Community Transport Initiative and advised that David Bryson is drafting a proposal, which will first be submitted to HSCSMT, in advance of any Committee discussion.

GC queried that a Psychological Therapies paper was deferred from a previous meeting; however this is not listed in the agenda matrix.

KL provided an update regarding this paper, and advised that this was an omission and it will be added back onto the matrix for the next IJB Performance and Finance meeting in April. It is also scheduled to be discussed at the NHS Board Performance Committee in March.

5. 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 as to what is happening in other NHS Boards / Health and Social Care Partnerships across the country. It was determined that the way Dumfries and Galloway would like to approach a financial improvement programme was to focus on innovation and transformation, ensuring team engagement across the Partnership by harnessing the principles of 'compassionate leadership'.

JK explained that this is going to be a long time scale project, which will involve all staff within the Partnership. To enhance the synergy between the organisations, the SAM Programme Team will ensure that Council and

NHS Board colleagues are suitably involved at all stages throughout the Programme's development.

Within the SAM Governance structure, there are 4 workstreams which are led by senior managers. Nicole Hamlet has since completed initial meetings with each of the workstream leads to set out the Programme's agenda.

It was noted that the Programme Director position has been appointed to, and will hopefully commence employment in March.

Communication is a standing agenda item at SAM Steering Group meetings, and is a vital aspect moving forward within this Programme. Noted that two Director tours have taken place across the region, in August and December, attended by over 600 members of staff. Another tour will be planned for early 2020/2021. Within the Beacon page; a dedicated SAM section is being developed to share information with staff.

To assist the Partnership becoming more Carbon Neutral, this will be the next significant topic that the SAM team will start to focus on.

GC queried if future update reports can evidence savings that have been made. KL confirmed that future Financial Plan reports will contain a section which will illustrate potential savings from the SAM Programme.

Discussion took place regarding 'general waste' and KL provided an update. Noted that this topic had been allocated to the Facilities sub workstream to progress further.

Within future reports, the committee have requested a RAG Status, to provide assurance that actions are being taken forward within the SAM Programme.

A suggestion was made to schedule a SAM workshop for this Committee, to provide clarity of what the SAM Programme will deliver for the Partnership. A potential date will be proposed for March.

Noted that there have been over 500 ideas submitted, which have been allocated to specific workstreams. The IJB Performance and Finance Committee would like to say thank you to all staff who have submitted SAM ideas. JK will arrange for this message to be added to the next #whatsontheground newsletter.

The Performance and Finance Committee:

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

6. DIRECTIONS – SIX MONTHLY UPDATE

This Report provides the Committee with an update on progress made on Directions issued to date to NHS Dumfries and Galloway and Dumfries and Galloway Council.

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).

AW advised that this is the first of the 6 monthly updates that this Committee is due to receive.

AW is still chasing an update from Provision of GP Services in Moffat.

GC requested a refresher meeting regarding directions for new IJB members. There is a session planned for June to look at Strategic Commissioning Intentions, AW will discuss with Vicky Freeman to query if this session could also be used to discuss Directions.

The Performance and Finance Committee:

- **Discussed and Noted progress against the Directions issued to date**

7. MINISTERIAL STRATEGIC GROUP IMPROVEMENT OBJECTIVES DECEMBER 2019

This report provides an update on the performance of a range of indicators against targets agreed by the Integration Joint Board annually for submission to the Ministerial Strategic Group. Due to the timeliness of the data, some indicators are still not considered complete beyond June 2019.

AA advised that the MSG set their own criteria for Improvement Objectives. A section within this report regarding unscheduled beds has been wrongly labelled; therefore an amended version of the report will be circulated with the notes.

KL advised that Internal Audit are undertaking an audit to look at the Delayed Discharge process through the IJB A&R committee, to look at what areas should be concentrated on more. Gail Robertson will provide a delayed discharge update paper to this Committee at the next meeting in April.

Discussion took place regarding trajectories and the Committee asked AA if in future they could have sight of realistic trajectories within this report.

This MSG report is essential for reporting to Scottish Government; therefore in future it can be 'for noting' on future agendas.

The Performance and Finance Committee:

- **Discussed and Noted performance against the MSG suite of indicators at December 2019**

8. SUMMARY PERFORMANCE REPORT

This Summary Performance Report, which is produced by NHS Dumfries and Galloway, has been submitted to this Committee for Noting and highlights performance at December 2019.

For future reporting, it would be beneficial for the Summary Performance Report to be listed on the agenda before the MSG Objectives Report.

The February IJB will receive a Health and Social Care Interim Performance Report.

There is no RAG Status for B22 (Dr led return tickets); however AA advised that attend anywhere should have an impact on these figures.

The Performance and Finance Committee:

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

9. FINANCIAL UPDATE

A verbal update from KL was provided and advised that she is forecasting figures for the next financial year ahead of the next NHS Board meeting.

The draft budget is due to be published on the 6th February 2020 and KL is in the process of estimating what the costs for the Partnership will look like.

KL is developing a 3 year plan, in which 2021 as the base year, however this is proving to be challenging as there has been no indication as to what the NHS, or Local Authority budget will look like. Is there a deficient from 2019/20 which will impact on 2020/21?

During the IJB Performance and Finance SAM session in March, KL will advise of the financial gap and the plans for this.

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

11. DATE OF NEXT MEETING

The date of the next meeting will be held on 16th April 2020 at 2pm – Meeting Room 3, MTC

DRAFT