



**Minute of the Dumfries and Galloway Strategic Planning Group held on 29<sup>th</sup> July 2021  
at 10am via Microsoft Teams**

**Members Present:**

Claire Brown	(CBro)	<b>Chair</b> , Third Sector Dumfries and Galloway
Lorna Campbell	(LC)	Dumfries and Galloway Council
Debbie Cochrane	(DC)	Stewartry Care
Jack Collett	(JC)	Enable Representative
Sharon Douglas	(SD)	Richmond Fellowship
Susan Duffy	(SDu)	Scottish Care
Vicky Freeman	(VF)	Head of Strategic Planning and Commissioning
Cara Gillespie	(CG)	Independent Sector Lead, Scottish Care
Neil Kelly	(NK)	GP Lead, Annandale and Eskdale
Richy Lewis	(RL)	Key Housing
Amber Murray	(AM)	EA to Chief Officer Health and Social Care
Joan Pollard	(JP)	Associate Director AHPs
David Rowland	(DR)	Sustainability and Modernisation Programme Director
Alison Warrick	(AW)	Corporate Governance Officer
Julie White	(JW)	Chief Officer Health and Social Care

**Apologies:**

Charlie Dunnett	(CD)	GP Lead Wigtownshire
Isla English	(IE)	EA to Head and Deputy Head of Strategic Planning
Brendan Forman	(BF)	Lead Nurse Acute Services
Gary Sheehan	(GS)	Locality Manager, Annandale and Eskdale
Alison Solley	(AS)	Locality Manager, Nithsdale

## 1. Minutes of the Previous Meeting

The previous minutes from the 29<sup>th</sup> April 2021 were agreed as an accurate record.

DC highlighted a query regarding Susan Duffy is our Scottish Care Rep, not Fleet Valley Rep, this is Sheila Kelly.

## 2. Update on the Strategic Commissioning Plan

VF presented a presentation highlighting the Workshop Aims which will be shared with colleagues and discussed the processes.

**Action: VF**

The workshop that has been scheduled for the 24<sup>th</sup> August 2021, will be to shape the future and will be a test of change.

RL has requested for Workforce to be number one on the agenda for this workshop, SD echoed this request and also mentioned for current on the ground discussions to be had.

CG mentioned she has been involved in the Workforce Planning and asked what the timescales are for the Strategic Planning process, VF highlighted there is an immediate ask around workforce plans for describing just beyond next year, the lifetime of this plan is a minimum of 3 years and our current one is up to year 5.

CG highlighted Nationally Scottish Care are completing a workforce survey for all providers and will be shared within the weekly bulletin.

## 3. Update on the Sustainability and Modernisation (SAM) Programme

DR updated members In January 2021, while work was continuing on the priorities for modernisation, the SAM Programme Team began to define projects designed to improve the sustainability of the local health and social care system. At a workshop in March 2021, it was agreed that, while supporting staff recovery from the Covid-19 Pandemic, the focus of the sustainability element of the programme should be on Prescribing Improvement and Workforce Efficiency. These priorities sit alongside the development of Agile Working that the Health and Social Care Governance and Performance Group asked to be progressed at the meeting on 29 April 2021 and the extant sustainability priorities of reducing travel costs, safely introducing electronic patient communication (Patient Hub) and enhancing uptake of ePayroll.

The SAM Team will assist these projects in supporting the full development of the Project Initiation Documentation (PID) and project plan, overseeing and following up on actions associated with the project delivery and supporting reporting to HSCGPG.

Service Reviews will be shared and brought to this group as they progress. DR attended a Virtual National Event regarding Sustainability Programmes, we have a great opportunity to share our learning.

CB asked the work regarding Workforce, is this across the Partnership or only focussed on NHS Staff, DR mentioned the focus at the moment is NHS Staff but is looking forward to receiving the Workforce plan from the workshop as this must all be tied together and to be broadened wider.

NK mentioned the prescribing piece of work is an interest to him, there is huge variability across the piece but to have a clear Strategic Plan around this will be

beneficial as decisions must be made to where we prioritise. Agreement for adopting novel medication is a challenge for prescribers. How as a Board do we have these conversations? DR confirmed the Prescribing plan is a 3 year approach, the IJB must discuss and make the decisions as a Commissioning body.

CB asked members to highlight their ideas with DR for the Sustainability Programme.

The development of Home Teams, NK asked the process of engaging with communities, can this be linked into what we are supporting for capacity to care for people. JP agreed that this is a much longer plan than 3 years.

JC highlighted a comment when looking at how changes to service provision and workforce practice forced on us during the pandemic we must be careful to understand that things which work over a relatively short period are sustainable regarding the benefits to service users and the impact on the workforce are concerned. This is particularly important for unpaid carers and service users with disabilities. DR confirmed engagement will be undertaken with people who are affected by any change.

#### **4. Update on the Review of Adult Social Care**

JW highlighted we are awaiting the publication of the National Consultation, due to launch on the 9<sup>th</sup> August and will run to mid October, the themes will be linked to the different sections of the Independent Review. A Sub Group was set up with the IJB Chair / Vice Chair this will be re-established mid August and responses will be submitted.

A further update on the review will be brought back to the next meeting.

JW also provided an update on the Busyness across the systems/ Partnership, our CoVID cases are still significant. The engagement within the Community for the Vaccination Programme has been good and as a result of the Vaccination Programme, we are seeing fewer of the cases causing Hospital Admissions. We are in surge for increasing demand which is not CoVID related, A&E and Admissions into Hospital are increasing, our occupancy levels are significantly high which is concerning and has lead to cancelling non elective / planned work into the Hospital environment. Which we are keen to restart again as quickly as possible but we do not have the acute capacity to do this.

Where we are at as a system at the moment we are in the most difficult place as a whole system, the impact with CoVID will not end soon, we must think differently how we will do this as a Partnership.

The work completed through Third Sector D&G and Local Authority utilised the capacity and process, but we now have a greater recognition for the need. JW will pick up a conversation with NK and Clinical Leads regarding communications in General Practice and how we communicate effectively with the Public. The demand within Primary Care during CoVID did not reduce it was captured differently.

**Action: JW**

CG asked around messaging regarding the future as a response is required now proactively, JW mentioned the pressures will be recognised and also the risks.

NK has drafted a briefing for cascading out within the system. This messaging is important.

## 5. Terms of Reference (Including Membership) – Annual Review

AW mentioned based on undertaking an annual review of the Terms of Reference and given that it is some time since the Membership of the group was formed it was required to review both. The current membership is to be used as an opportunity to review if their membership is relevant.

AW asked for members to take the opportunity to review this prior to the next meeting in September and this will be brought back to the next meeting for sign off.

The Code of Conduct will be shared with members, VF will pick up a discussion with AW out with regarding non attendance.

**Action: AW / VF**

## 6. AOCB

**Service User Representative** – A vacancy is available, CB asked if anyone is aware of anyone and can be included in the Membership update.

**Processes being developed** – Number of areas have been identified and will be brought to this group in future meetings in advance of the IJB.

## 7. Date of Next Meeting

Thursday 30<sup>th</sup> September 2021 at 2pm via Microsoft Teams