

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 3rd December 2020 at 3pm via Microsoft Teams

Voting Members Present:

| | | |
|----------------|-------------|--|
| Andy Ferguson | (AF) | Local Authority Voting Member (Chair) |
| Laura Douglas | (LD) | NHS Voting Member (Vice Chair) |
| Lesley Bryce | (LB) | NHS Voting Member |
| Marsali Caig | (MC) | NHS Voting Member |
| Grace Cardozo | (GC) | NHS Voting Member |
| Ian Carruthers | (IC) | Local Authority Voting Member |
| Jane Maitland | (JM) | Local Authority Voting Member |
| Elaine Murray | (EM) | Local Authority Voting Member |

Advisory Members Present:

| | | |
|-------------------|---------------|--|
| Grecy Bell | (GB) | Registered Medical Practitioner (Primary Medical Services) |
| Lillian Cringles | (LC) | Chief Social Work Officer |
| Ken Donaldson | (KD) | Registered Medical Practitioner (Not Primary Medical Services) |
| Ann Farrell | (AFa) | Local Authority Staff Representative |
| Fiona Gardiner | (FG) | NHS Staff Side Representative |
| Jim Gatherum | (JG) | Scottish Care Representative |
| Norma Austin Hart | (NAH) | Third Sector Representative |
| Vicky Keir | (VK) | Substitute NHS Voting Member |
| Katy Lewis | (KL) | Chief Finance Officer |
| Stella MacPherson | (SMac) | Service Users Representative |
| Alison Warrick | (AW) | Governance Officer |
| Julie White | (JW) | Chief Officer |
| Alice Wilson | (Awi) | Nurse Director |

In Attendance:

| | | |
|---------------|-------------|---|
| Rod Edgar | (RE) | Communications and Engagement Manager |
| Vicky Freeman | (VF) | Head of Strategic Planning and Performance |
| Viv Gration | (VG) | Deputy Head of Strategic Planning and Commissioning |
| Bill Irving | (BI) | Substitute NHS Voting Member |
| Amber Murray | (AM) | PA to Julie White, Chief Officer |
| David Rowland | (DR) | Sustainability and Modernisation (SAM) Programme Director |

Apologies:

| | | |
|------------------|-------------|---|
| Heather Currie | (HC) | Associate Specialist |
| Caroline Cooksey | (CC) | Workforce Advisor to the IJB |
| Ronnie Tait | (RT) | Local Authority Voting Member (Substitute) |
| Valerie White | (VW) | Acting (Interim) Director of Public Health |

1. NOTIFICATION OF SUBSTITUTES

We had a notification of Substitute from Andrew Guisti. Ronnie Tait was identified to attend, unfortunately RT was unable to join so apologies were noted.

2. DECLERATIONS OF INTEREST

No declarations of interest were noted.

3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 29th OCTOBER 2020

Minutes were agreed as an accurate record.

LD asked VF for an update in regards to the engagement process for the Strategic Commissioning Plan. VF is continuing to liaise with colleagues nationally regarding ensuring our process is as robust as it possibly can be at this time. We are 2 weeks into the process and to date the information has been shared with approx 1,000 groups and teams. Around 250 virtual “face to face” engagements have also been undertaken.

The Chair agreed for a verbal update to be provided every second month to the IJB throughout this engagement. The feedback we have received has been extremely positive and people are keen to look beyond CoVID, this has been refreshing.

NAH was a participant in one of the engagement sessions with the Health and Social Care Forum for Third Sector. There was strong feeling within this forum in terms of the process which has lead up to where we currently are i.e. how much engagement has there been to develop the document to this point. NAH agreed with her Third Sector colleagues that this would be flagged with IJB Members. The language used around the Partnership does not highlight exactly who from the Partnership is involved.

VF will include more information in regards to who is involved and who was included in the consultation within the written update.

4. ACTION LIST AND AGENDA PLANNER FOR 2021

Attached to the Action List is an Agenda Planner for 2021. Members are asked to let AW know if there are any agenda items/topics that they would like or expect to see that are not on the Planner.

5. CHIEF SOCIAL WORK OFFICERS ANNUAL REPORT 2019-2020

The Chief Social Work Officer is required to prepare an Annual Report to the Local Authority as required by the National Guidance on the Role of the CSWO. This has been submitted and has gone to Social Work Committee for Elected Members.

The work undertaken within the Health and Social Care Partnership in terms of Adult Services has been reflected in the report and highlights the significant work being undertaken within the HSCP to support adults across our communities.

LD queried in regards to looking towards the future, what are the key challenges we require to address in the Strategic Plan and the Opportunities that may be developed as Strategic Commissioning Intentions. LC confirmed we have learnt a

lot in regards to the Health and Social Care Partnership. We know that as a result of CoVID, referrals will continue to rise over the next 2 years. LC will review the Strategic Plan and will link regarding priorities.

JM would like to review and get feedback in terms of Home Teams. JM asked if we had explored all avenues to deliver Home Teams timorously and suggested there has been no information regarding Home Teams in the papers for today. As a Partnership we are committed to take this forward, the Pandemic has had an impact on delivery. JW confirmed a further update is included in the SAM Programme report. JW agreed to bring back a further paper which will include a more realistic timescale for the full delivery of home teams and the significant change that this programme entails will be detailed within the report.

3:30pm Ann Farrell attended.

Decision(s)

Board Members:

- **Noted the performance of the Social Work Services in respect of key duties and responsibilities for which the Chief Social Work Officer has overall responsibility for as detailed in the Appendix.**

6. UPDATE ON THE CARERS SUPPORT SERVICES

VG confirmed in September 2019 the Integration Joint Board issued a direction to Dumfries and Galloway Council to 'commission Carer support services that deliver outcomes consistent with the indentified priorities in the Dumfries and Galloway Carers Strategy 2017-2021.

This paper provides an update on implementation of that direction.

LD asked has there been any feedback now this is in place. VG mentioned in line with guidance from COSLA, formal reporting paused as a result of the Pandemic. All Third Sector Partners who we commission have been engaged with and webinars were held. All 5 organisations have met a number of times over the course of time, this will be continued. Contract Monitoring is due to be recommenced in a phased way.

3:37pm V Gration Left the meeting

Decision(s)

Board Members:

- **Noted that Carers Support Services have been commissioned in line with the IJB Direction IJBD1904 and the progress made**

7. FINANCE UPDATE

KL provided an update and confirmed this report presents an update on the financial performance for the budgets delegated to the Integration Joint Board based on the position at the end Quarter Two 2020/21. We are already undertaking the Quarter Three review and this will be updated in the New Year. In Table 1 it

highlights improvements in the financial forecast re predicted outturn at the end of the year.

The detailed savings plan has not been actioned out to individual budget lines, this will be mapped out and identified over the next few months. Recruitment over the last 6 – 9months within Directorates have been challenging and this has resulted in some short term non-recurring savings within the Directorates..

KL informed all IJB Members she is much more comfortable with the current position.

The Cab Sec announced that Partnerships will receive funding to support the non recurring piece in terms of the additional requirements to deliver the Winter Plan.

LD thanked KL for the update and asked how we consider the Financial Position moving forward, budgeting information is included in the report for the next year going forward. KL mentioned the Strategic Intentions will align, the challenges we had last year have not gone away.

JG asked in relation to the increase of the Care at Home staff. Is this coming from the in house team or right across all providers including in house? JG reflected that the in house service has a higher cost of provision. The investment at the moment is in house due to pressures, the key thing is more the engagement longer term for the balance in the market. JG mentioned a number of providers feedback a number of years ago saying they lost a lot of their staff to in house recruitment. JW confirmed she cannot give the exact figures for the recruitment process but will commit to provide this.

The Care at Home strategy will set out the Partnership approach for a mixed economy of care with a balance between in house and external provision.

Decision(s)

Board Members noted:

- **The Quarter Two projected forecast of a £11.916m overspend.**
- **The update on the Covid-19 costs and the impact on the financial position.**
- **The update on the 2021/22 Financial Plan position.**

8. DRAFT RECORDS MANAGEMENT PLAN AND POLICY

AW highlighted The Public Records Act 2011 came into force on the 1st January 2013, and requires named public authorities to submit a Records Management Plan to be agreed by the Keeper of the Records of Scotland. Integration Joint Boards were added to the Act's schedule by the Public Bodies Act 2014. All our records are held within a secure NHS D&G file which is owned by JW and would require permission by JW for access.

JW confirmed this is a significant piece of work by Governance and would like to formally acknowledge the amount of work it has taken to pull this together.

Decision(s)

Board Members approved for submission to the Keeper of the Records of Scotland:

- **The Integration Joint Board Records Management Plan**
- **The Integration Joint Board Records Management Policy**

9. NHS COMMITTEE MEMBERSHIP

AW highlighted following discussion at the Integration Joint Board on the 29th October 2020, the NHS Voting Members agreed to discuss voting membership of the IJB Committees following changes in Membership and confirm the changes as soon as they were in a position to do so.

Decision(s)

Board Members approved to make the following changes to its Committees:

- **IJB Audit and Risk Committee:**
Following Laura Douglas's appointment as Vice Chair of the Board, appoint Marsali Caig as Vice Chair and Lesley Bryce as NHS Voting Member
- **IJB Clinical and Care Governance Committee:**
Note that Lesley Bryce will no longer be a member and appoint Laura Douglas as NHS Voting Member
- **IJB Performance and Finance:**
Appoint Laura Douglas in her role as Vice Chair of the IJB as Vice Chair, Vicky Keir will be appointed to this Committee and Grace Cardozo will remain as NHS Voting Members.

10. COMMITTEE MINUTES FOR APPROVAL

- **Approved Clinical and Care Governance Committee Minutes 13/02/2020**

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

- **2021 Meeting Dates were approved and AM will get these into the diary.**
- **“What if and Why Not” Report** – JG provided an overview of where this came from. This report is unusual as it is not full of data and statistics and takes a more narrative approach. A number of engagement sessions have taken place and 2 reports were to be completed, both submissions were pulled together into the one report which was shared with IJB Members.

One of the themes that have come out of this is the role of Social Care in the future and the need for us to reimagine what that could look like. A list of recommendations has been pulled together in relation to this. The review gives our Partnership an option to shape the future.

JW suggested to members that the Independent Review of Adult Social care being led by Derek Feeley at Scottish Government could be significant. JW suggested that a small sub group to be established to then come back to a future IJB to present a paper on the review and this will link with the Strategic Commissioning plan and Intentions. GC confirmed the Strategic Plan should be visioning the future and not a report full of data.

The next meeting will be held on Thursday 21st January 2021 at 2pm – 4pm via Teams

DRAFT