

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 22<sup>nd</sup> July 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 (from Agenda Item ?)
Grace Cardozo	<b>(GC)</b>	NHS Voting Member
Jim Dempster	<b>(JD)</b>	Local Authority Substitute Voting Member
Stephen Thompson	<b>(ST)</b>	Local Authority Substitute Voting Member

**Advisory Members Present:**

Rebecca Aldridge	<b>(RA)</b>	Substitute for LC Chief Social Work Officer
Andrew Carnon	<b>(AC)</b>	Substitute for VW Director of Public Health
Caroline Cooksey	<b>(CC)</b>	Workforce Advisor to the IJB
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
Alice Wilson	<b>(AWi)</b>	Nurse Director

**In Attendance:**

Rod Edgar	<b>(RE)</b>	Communications and Engagement Manager
Vicky Freeman	<b>(VF)</b>	Head of Strategic Planning and Performance
Glen Graham	<b>(GG)</b>	Strategic Planning and Commissioning Manager
Sue McDicken	<b>(SMc)</b>	Business Support Team
Tracy Parker	<b>(TP)</b>	Workforce Planning and Systems Manager

**Apologies:**

Grecy Bell	<b>(GB)</b>	Registered Medical Practitioner (Primary Medical Services)
Marsali Caig	<b>(MC)</b>	NHS Voting Member
Ken Donaldson	<b>(KD)</b>	Registered Medical Practitioner (Not Primary Medical Services)
Lillian Cringles	<b>(LC)</b>	Chief Social Work Officer
Ann Farrell	<b>(AFa)</b>	Local Authority Staff Representative
Andy Ferguson	<b>(AF)</b>	Local Authority Voting Member
Vicky Keir	<b>(VK)</b>	NHS Voting Member
Karen Martin	<b>(KM)</b>	Carers Representative
Elaine Murray	<b>(EM)</b>	Local Authority Voting Member
Ronnie Tait	<b>(RT)</b>	Local Authority Voting Member
Julie White	<b>(JW)</b>	Chief Officer
Valerie White	<b>(VW)</b>	Director of Public Health

## **1. NOTIFICATION OF SUBSTITUTES**

Substitutes were notified as:

Rebecca Aldridge for Lillian Cringles  
Andrew Carnon for Valerie White  
Jim Dempster for Elaine Murray  
Stephen Thompson for Andy Ferguson

## **2. DECLERATIONS 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 were approved as an accurate reflection of the previous Meeting.

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

A number of actions have now been concluded and the Action list will be updated to reflect this.

Of the remaining actions:

- AW is awaiting outstanding Register of Members interest from some Members in order to update the ROI which is on the dghscp website.
- LD asked for a meeting to have a wider discussion on governance structure – this is planned for the 4<sup>th</sup> August 2021
- MC asked for an IJB Workshop on the review of Adult Social Care – AM will discuss this with JW

Going forward the Action List will be numbered.

## **5. BRIEFING ON THE LEARNING DISABILITY STRATEGY**

In 2019 work began to develop a Learning Disability Strategy for the region reflecting on the four strategic outcomes of the Keys to Life strategy for learning disability.

Due to the covid pandemic much of the work locally was put on hold however at a national level some work continued which will impact on those living with a learning disability.

The Strategy Development Group has recently reformed which will take into consideration the work undertaken at national level and how it can be incorporated in the Strategy at a local level.

There has been a revised timescale for the Strategy which will mean that the Draft should be ready in November 2021 with the final draft being presented to the IJB in May 2022.

### **Decision(s)**

#### **Board Members:**

- **Noted the updates provided within the report**

## **6. INTERIM HEALTH AND SOCIAL CARE WORKFORCE PLAN APRIL 2021 – MARCH 2022**

On the 3<sup>rd</sup> March 2021 Scottish Government notified all NHS Boards that they needed to complete an Interim Workforce Plan by the 30<sup>th</sup> April 2021 covering the period from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021. This was to be aligned to the latest Remobilisation Plan (RMP3). This was completed in time and feedback is yet to be received.

A full discussion took place around the level of detail within the Plan which some Members felt focused primarily on services provided by the NHS, however assurance was provided that for the next Workforce Plan 2022-25 TP and members of the workforce team will link with colleagues in Social Work services and with those in the Third and Independent Sectors.

It was agreed that because the Interim Plan has already been sent to Scottish Government that the IJB would Note it instead of Approving it.

### **Decision(s)**

#### **Board Members:**

- **Noted the Interim Workforce Plan**

## **7. IJB COMPLAINTS HANDLING PROCEDURE**

In January 2020 the Scottish Public Service Ombudsman advised that following a review of Complaints Handling Procedures across all public bodies these should be standardised and they therefore produced Model Complaints Handling Procedures for use across all organisations.

Complaints within this CHP relate to those which are made directly to the actions and decisions of the IJB or its Members acting on behalf of the IJB. To date there have not been any complaints made. If people chose to complain about a service which is delegated to the NHS Board or the Local Authority then they are signposted to these organisations.

The CHP will be updated to a prominent position on the [www.dghscp.co.uk](http://www.dghscp.co.uk) website. AW will discuss this with RE.

### **Decision(s)**

#### **Board Members:**

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

## **8. FINANCIAL UPDATE**

The plan is to bring first report on financial performance to the IJB in September based on the Quarter One review, but overall to date there has been no significant movement in position.

There are a number of key actions being progressed in relation to the financial position which were highlighted to the IJB

- Forecasting spend for 21/22 to prepare the Quarter One financial review
- Identifying and quantifying Covid spend to report to mean Scottish Government reporting requirements and to ensure Covid funding is secured
- Monitoring the delivery and implementation of savings plans to date
- Identification of additional savings to seek to close the gap
- Management of the service pressures associated with the current service challenges and the resultant financial implications
- Review of new funding and allocations coming forward, including the increased risk of non recurring funding to support recurring costs
- Development of financial recovery work across the Health and Social Care Partnership

The CFO highlighted the increased risk associated with a number of new funding streams being released on a non recurring basis with the risk of recurring commitments against them. There was discussion with IJB Members on this point and it was agreed a more detailed paper on this specific point would come to a future meeting.

## **9. UPDATE ON DATA SHARING ON BEHALF OF THE IJB AUDIT AND RISK COMMITTEE**

LD provided the update on behalf of MC who is Chair of the IJB Audit and Risk Committee.

Appropriate data sharing is now in place, using semi automatic data transfers via a secure FTP data file transfer facility with practitioners from both organisations having secure access to an agreed part of each others' information.

An updated data sharing agreement to reflect the 2<sup>nd</sup> of 4 levels of agreed data sharing is now completed and agreed between organisations.

The Chief Officers Group will ensure that this work is progressed with consistent remits, prioritisation, goals and reporting lines identified.

Unfortunately at this time there has been no success in securing an external person to Chair the review work. It is expected that this will be updated by the next IJB Audit and Risk Committee in September.

## **10. PAPERS FOR NOTING**

Members noted the following reports:

- a) IJB Directions Policy
- b) IJB Performance and Finance Committee Minutes 23<sup>rd</sup> January 2020

- c) IJB Audit and Risk Committee Minutes 11<sup>th</sup> March 2021
- d) Strategic Planning Group Minutes 25<sup>th</sup> February 2021

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

The next meeting will be held on Thursday 16<sup>th</sup> September 2021 at 2pm – 4pm via Teams.

DRAFT