

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 18th November 2021 at 2pm via Microsoft Teams

Voting Members Present:

Laura Douglas	(LD)	NHS Voting Member (Chair)
Jane Maitland	(JM)	Local Authority 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
Andy Ferguson	(AF)	Local Authority Voting Member
Vicky Keir	(VK)	NHS Voting Member
Elaine Murray	(EM)	Local Authority Voting Member

Advisory Members Present:

Norma Austin Hart	(NAH)	Third Sector Representative
Lillian Cringles	(LC)	Chief Social Work Officer
Ken Donaldson	(KD)	Registered Medical Practitioner (Not Primary Medical Services)
Fiona Gardiner	(FG)	NHS Staff Side Representative
Jim Gatherum	(JG)	Scottish Care Representative
Pam Jamieson	(PJ)	Substitute - Workforce Director
Katy Kerr	(KK)	Chief Finance Officer
David Rowland	(DR)	Director of Strategic Planning and Transformation
Alison Warrick	(AW)	Governance Officer
Julie White	(JW)	Chief Officer
Valerie White	(VW)	Director of Public Health

In Attendance:

Elizabeth Forsyth	(EF)	Strategic Planning Programme Manager
James McDowall	(JMc)	Workforce, Dumfries and Galloway Council
Amber Murray	(AM)	EA to Chief Officer
Tracy Parker	(TP)	Workforce Planning & Systems Manager

Apologies:

Grecy Bell	(GB)	Registered Medical Practitioner (Primary Medical Services)
Caroline Cooksey	(CC)	Workforce Director
Alice Wilson	(AWi)	Nurse Director

1. NOTIFICATION OF SUBSTITUTES

Pamela Jamieson is in attendance as a Substitute for Caroline Cooksey.

2. DECLERATIONS OF INTEREST

No declarations of interest were noted.

3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 16th SEPTEMBER 2021 AND MATTERS ARISING

Minutes were approved as an accurate reflection of the previous meeting.

LB asked for an update regarding the Workforce Summit, JW confirmed there hasn't been a summit developed yet but a working group has been established to look at the Immediate Pressures across Health and Social Care. JW will link with R Grieveson regarding the start date for the Workforce Summit. Discussions are ongoing regarding an opportunity for developing a local qualification for Young People within Health and Social Care, Dumfries and Galloway College is also involved in these conversations.

Caring as profession marketing has been completed and has been well received.

4. ACTION LIST AND AGENDA PLANNER

A number of actions have now been concluded and the Action list will be updated to reflect this, AW confirmed the action regarding the website will be completed following the meeting today.

LD highlighted ongoing work is being completed on a new Business Planner and this will come back to this group for noting.

5. MEMBERSHIP UPDATE

AW mentioned this Report is provided today to advise Members of a change in the Voting and Advisory Membership of the Integration Joint Board.

EM highlighted the nominations will have to go through Full Council on the 16th December 2021 and Elections are due to take place in May 2022. AW confirmed we can still go ahead with meetings as long as we are quorate.

Decision(s)

Board Members:

- Noted that Ronnie Tate has withdrawn his voting membership of the IJB with effect from October 2021 and Ian Carruthers will join as a Voting Member following approval at the next meeting of Dumfries and Galloway Full Council.
- David Rowland in his new role as Director of Strategic Planning and Transformation will become an Advisory Member

6. DRAFT 2022-2025 HEALTH AND SOCIAL CARE WORKFORCE PLAN

Members have agreed for a Workshop to be scheduled prior to the 20th January 2022. Then there will be a 4 week period to provide formal feedback and then will be formally signed off in March 2022.

The requirement to produce workforce plans has been established in legislation through CEL 32, the Public Bodies Scotland Act 2014 and under Regulation 15 of the Social Care and Social Work Improvement Scotland Regulations 2011.

It is a requirement of NHS Boards and Integrated Authorities as part of the Integrated Health and Social Care Workforce Plan Guidance¹ 2019 to publish 3 year workforce plans with a deadline of 31st March 2022.

The first Health and Social Care Partnership Workforce Plan covered the period 2016-2019. A workshop was held on 30th January 2019 with the IJB where it was agreed an interim plan for 2019/20 would be developed and thereafter the next 3 year plan would be aligned to the Strategic Commissioning Plan.

TP provided an oversight and shared the framework on the screen with members.

MC asked regarding pages 38 & 39 around Social Workers in Dumfries and Galloway being the lowest paid in Scotland, LC confirmed there is ongoing work at the moment regarding Salary Scales and the service is being supported regarding this.

14.47pm VW left meeting

The Graph which is included in Page 11, TP will look into this further regarding future piece. DR mentioned this should be a focus for the IJB Workshop in January 2022 regarding the future plan.

GC mentioned there is a barrier for Men, should there be a more focus on men / younger men. TP will arrange to build this in practically, and link with the Regional Economic Partnership.

NAH confirmed the biggest problem is regarding recruitment, the difference between Salaries within the Sectors is a main concern, there is nothing in the actions to address this. JW will link with NAH and others regarding how we get engaged in this piece of work.

The Third and Independent Sector are two different sectors, throughout the document they are being expressed together.

JG mentioned the main input has been from the Statutory Sector, more examples to be included of working together, there is nothing about Care Homes or Housing Support.

Decision(s)

Board Members:

- **Discussed the development of the draft Health and Social Care Partnership Workforce Plan and provide feedback and agreed to hold a Workshop in January 2022.**

7. ANNUAL PERFORMANCE REPORT

JW confirmed in A Allan absence that under the Public Bodies Act 2014, the Integration Joint Board is required to publish an Annual Performance Report) each year.

The Scottish Government has extended the Coronavirus Scotland Act (2020) to the 30th September 2020. This means that IJBs are able to extend the date of publication of their APR to November 2021 in accordance with current national guidance and thereby, fulfil the IJB's reporting requirements under the 2014 Act.

Publishing the IJB Annual Performance Report 2020/21 by the 30th November 2021 will fulfil the IJB's reporting requirements under the 2014 Act.

This is the first time an Easy Read version of the Annual Performance Report has been produced which is provided as an AOCB.

NAH acknowledged she already reviewed the plan, but can the points regarding The Third and Independent Sector be highlighted as separate Sectors.

Members welcomed the easy read version, an online engagement piece will be arranged for the Annual Performance Report.

15.26pm VW came back into the meeting

15.27pm AF left the meeting

Decision(s)

Board Members:

- **Approved the publication of the 2020/21 IJB Annual Performance Report, full and Easy Read versions**

8. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT

Welcome to the Chief Social Work Officers (CSWO) report covering 1st April 2020 to the 31st March 2021. This year has undoubtedly been one of the most challenging times for Social Work Services due to the COVID-19 pandemic. Within this report it is important to try to understand the impact on service delivery.

The impact of the pandemic has been significant for all our staff, both in their professional and personal life. I recognise and deeply appreciate the continued dedication, motivation and professionalism shown.

The staff have worked tirelessly throughout with limited opportunity to step back for a full and refreshing break. As a result, we face a challenge in how we support our staff to recover and recuperate whilst we continue to respond to the ongoing demands of a busy social work service.

As vice chair of the PPC I would note my thanks for the work of our Interim Independent Chair of the Public Protection Committee, Kate Thomson, who stepped in after the sudden passing of our previous chair Freda McShane in March 2020. At the commencement of the pandemic, Kate's support, drive and clarity of purpose were very much appreciated by all within the committee.

Throughout the reporting period there have been several key changes to how we practice because of the pandemic, and I have reflected these throughout the report.

The most immediate of these challenges was in response to the initial period of restrictions which required us to rapidly consider how we could continue to assess and manage risk and need whilst continuing to offer a quality of service to keep people safe and ensure their needs and outcomes could be met.

LC shared a small presentation with members and provided an overview.

NAH noticed the increase in SDS take-up, are the Third Sector involved and could they help more. LC confirmed this help is continued and mainly regarding children's justice, personal assistants is a challenge in Dumfries and Galloway.

JM asked how successful do we feel around engagement with staff, as we move into full implementation of Home Teams further engagement will take place as it is more important that staff are aware. JW confirmed there is variation across the Partnership regarding Communication and Engagement, this will be the single biggest change we have implemented within the Partnership.

An NHS Board Workshop was held on Monday 15th November around the Community Model, JW mentioned holding a similar workshop with the IJB and Elected Members, JW will arrange this.

Decision(s)

Board Members:

- **Noted the CSWO Annual Report 2020-2021**

9. QUARTER TWO FINANCIAL POSITION

KK 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 of September 2021, Quarter Two of financial year 2021/22. This position assesses the forecast financial performance for 2021/22 as compared to the original Financial Plan which was approved by the IJB in April 2021.

We will continue to improve the financial position and additional resource is due from the NHS and will be delegated to the IJB budget. Agreement has been issued this week regarding increasing pay rate for Adult Social Care Staff, payments will be issued approx January 2022.

Financial Risks has been included as an appendix, the financial plan will be aligned with the Strategic Plan.

NAH asked is any of the Winter Monies for Carers, could they be included to prioritise. JW confirmed no agreed plans are in place yet but this will be considered.

Decision(s)

Board Members noted:

- **Assurance – The IJB is asked to take assurance in relation to the update on the financial position, however, recognise the significant challenge faced in delivering the in-year gap which there are no plans currently identified. The worsening of the recurring position moving into future years with the increased reliance on non-recurring funding also requires to be recognised.**
- **Discussion – The IJB is asked to discuss the issues contained within this paper.**

10. ANNUAL REPORT ON DIRECTIONS ISSUED BY THE IJB

This Report is presented to provide Members with an update on all outstanding directions which the Integration Joint Board, has issued to either NHS Dumfries and Galloway, Dumfries and Galloway Council, or both relating to each function which they have delegated to the IJB.

AW mentioned although it was previously agreed that the IJB Performance and Finance would receive the annual report on Directions, this has not been possible this year hence the reason for presenting this to the IJB instead, 50 Directions have been made by the NHS, 29 outstanding Directions these are part of the report.

NAH asked is it likely The Third Sector will be commissioned by the Statutory Sector, AW will link with NAH.

This approach will be improved.

Decision(s)

Board Members:

- **Discussed the content of this Report on Directions**

11. REGISTER OF MEMBERS INTEREST

This Report and the Register of Interests for Members of Dumfries and Galloway Integration Joint Board, is procedural and is brought before the Integration Joint Board as it is required under legislation to be available for public inspection. Members are expected to respond to this with their interests.

AW asked are members happy for this to be published as it is, agreement was confirmed to publish this when it is complete. It was 1 year since it was last updated, it is good practise to update these annually.

Decision(s)

Board Members:

- **Noted that the Register of Members Interest which will now be uploaded to the Dumfries and Galloway Health and Social Care Partnership website for public inspection**
- **A hard copy will be made available at the Offices of the Integration Joint Board**

12. INTEGRATION JOINT BOARD AND COMMITTEE DATES FOR 2022

The dates for 2022 were shared with members and agreed, AM will issue these into the diaries.

Decision(s)

Board Members:

- **Noted the Integration Joint Board and Committee Dates for 2022**

13. UPDATE ON SCHEME OF DELEGATION

LD mentioned a number of month's back a conversation was had regarding Scheme of Delegation, a number of workshops have been held with Chairs and Vice Chairs. This requires to be updated, at the last workshop a discussion was had around what the Integration Joint Board is all about. A short life working group has begun, a proposal will be completed and will be brought back to the IJB.

14. PAPERS FOR NOTING

Board Members noted:

- a) National Care Service Consultation Response**
- b) IJB Audit and Risk Committee 10th June 2021**
- c) IJB Performance and Finance Committee 23rd June 2021**
- d) Strategic Planning Group 29th July 2021**

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

- a) Third Sector App – DG Locator** – NAH confirmed this App was just launched, this has over 1,000 services included this is the most affective part of the software. This would be a great gateway for Public Facing Services for Dumfries and Galloway.
- b) Communities Mental Health Wellbeing Fund** – A further update will be provided at the next IJB, this is a Scottish Government Fund but will be administrated through The Third Sector, it is for any project that is going to help regarding Mental Health Services. NAH has arranged 2 Steering Groups, JW will attend one of the groups next week, and there have been nearly 300 expressions of interest. The funding deadline for the first round is the 12th January 2022.
- c) Carers Commissioning Services** – LB mentioned a number of the Respite Services have had to be closed due to staffing, this will have an impact on Carers Support. DR confirmed a number of serious issues were raised regarding staffing in Leonard Cheshire, this has now improved in one of the facilities, in terms of The Richmond Fellowship services continues to be a pressure and is still closed. Through the course of the last week lessons will be learned regarding engagement

and contingency will be reviewed. DR will be attending the Carers Programme Board.

- d) **Governance Map** – DR shared the draft Governance Map, the background of this is the Strategic Commissioning Plan. AW will share this with members for any comments. A proposal will be brought back to the January 2022 IJB. JW gave assurance that this is in line with the Governance Map and processes which was agreed previously, as we begin this piece of Transition work. JM asked should there be discussions before regarding the Strategies. Further points will be discussed in January.

16. WORKSHOP ON THE STRATEGIC COMMISSIONING PLAN

Workshop will be led by Viv Gration and Liz Forsyth.

DRAFT