

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 10th March 2022 at 2pm via Microsoft Teams

Voting Members Present:

Laura Douglas	(LD)	NHS Voting Member (Chair)
Jane Maitland	(JM)	Local Authority Voting Member (Vice Chair)
Kim Dams	(KDa)	NHS Voting Member
Andy Ferguson	(AF)	Local Authority Voting Member
Bill Irving	(BI)	Substitute – NHS Voting Member
Elaine Murray	(EM)	Local Authority Voting Member

Advisory Members Present:

Norma Austin Hart	(NAH)	Third Sector Representative
Grecy Bell	(GB)	Registered Medical Practitioner (Primary Medical Services)
Lillian Cringles	(LC)	Chief Social Work Officer
Ann Farrell	(AFa)	Union Representative
Fiona Gardiner	(FG)	NHS Staff Side Representative
Jim Gatherum	(JG)	Scottish Care Representative
Pam Jamieson	(PJ)	Deputy 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:

Ananda Allan	(AA)	Performance & Intelligence Manager
Rod Edgar	(RE)	Communication and Engagement Manager
Elizabeth Forsyth	(EF)	Strategic Planning Programme Manager
Viv Gratton	(VG)	Deputy Head of Strategic Planning and Commissioning
Tracy Parker	(TP)	Workforce Planning & Systems Manager
Amber Murray	(AM)	EA to Chief Officer
Anna Tuite	(AT)	Workforce Engagement Manager, Dumfries and Galloway Council

Apologies:

Lesley Bryce	(LB)	NHS Voting Member
Grace Cardozo	(GC)	NHS Voting Member
Vicky Keir	(VK)	NHS Voting Member
Alice Wilson	(AWi)	Nurse Director

1. NOTIFICATION OF SUBSTITUTES

Bill Irving is attending today for Lesley Bryce.

2. DECLARATIONS OF INTEREST

No declarations of interest were noted.

3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 20th JANUARY 2022 AND MATTERS ARISING

Discussion took place regarding the notes of previous meeting. All suggested amendments will be made then highlighted as an accurate record.

14.09pm J White / L Cringles joined the meeting.

LD highlighted the Matters Arising, NAH raised a concern regarding the Directions Guidance and the need to ensure that consideration is given to the role of the third sector in delivering the directions alongside the statutory Parties. AW will feedback following a meeting she is holding with JW, LD and JM this will also be added to the Action List.

NAH mentioned Commissioning timeframes i.e. the award of one year contracts is still a concern for the Third Sector. DR and VG gave assurance that the commissioning team is moving towards a 3 year commissioning cycle. VG will complete a procurement plan for the remaining year and this will be shared with members.

4. ACTION LIST AND ROLLING AGENDA MATRIX

AWa provided an update on the actions shared.

JW updated members regarding the Workforce Summit, engagement is ongoing with representatives from Local Authority, PJ will be on this group moving forward and the plan is to continue with the wider workforce summit.

14.24pm E Forsyth joined the meeting.

A discussion was had regarding the Elections which are due to take place in May 2022. After election of new councillors, a training programme is being designed. It is important that we ensure all members are aware of the role and function of the IJB. AWa will ensure induction programme is available for new IJB members.

KD asked about the timeline which was presented at the previous meeting in relation to the Community Bed Review and queried if this will come back to IJB. DR confirmed this will be reviewed by G Sheehan and will be taken back through the IJB Performance and Finance Committee on 24th March 2022.

5. MEMBERSHIP UPDATE

14.35pm – A Tuite attended the meeting

AW confirmed this Report is provided today following a review of NHS Voting Membership to the IJB and to discuss the committee voting membership.

Any changes are made in line with the Public Bodies Scotland Order 2014, the Integration Scheme between NHS Dumfries and Galloway and Dumfries and Galloway Council and the Standing Orders of the IJB.

Members welcomed Kim Dams to the group and thanked Marsali Caig for her input. KDa will Chair the IJB Audit and Risk Committee.

Decision(s)

Board Members:

- **Noted the changes in NHS voting membership**
- **Appointed an NHS Chair (Kim Dams) to the IJB Audit and Risk Committee**
- **Agreed to defer local authority representation on IJB Committees to following the local elections in May 2022**

6. UPDATE ON THE FINANCIAL POSITION

KK highlighted this report presents an update on the financial performance for the budgets delegated to the Integration Joint Board (IJB) based on the position at the end of December 2021, Quarter Three 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.

Funding has been provided to the Health Board to address the in-year gap, and is part of the CoVID funding. All CoVID funding has been delegated into the Partnership.

Scottish Government have allocated additional resource to the Partnership in advance of next year – COVID funding. KK asked IJB members to be aware that our IJB reserves will be significantly increased by the year end.

14.49pm – V White stepped out the meeting.

KK will provide a presentation with more information on the budget at the IJB Performance and Finance Committee on the 24th March 2022.

Decision(s)

Board Members:

- **The IJB took assurance in relation to the update on the financial position, however, recognised that the in-year gap will only be closed with the receipt of non-recurring, non-repayable funding from the Scottish Government. The recurring position moving into future years along with the increased reliance on non-recurring**

funding also requires to be recognised as we begin to plan for 2022/23.

- **Discussed the issues contained within the paper and noted the current financial position.**

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

TP attended and confirmed 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. At the January 2022 meeting the IJB agreed to continue to plan to publish the workforce plan at 31st March which is out with the new guidance by Scottish Government to delay until 31st July 2022.

It should be noted that in order to provide the NHS Board with an opportunity to approve the NHS components of the plan the final publication date will be moved to 11th April 2022 subject to NHS Board approval.

TP summarised the changes following the last meeting, key principles were added, and Anchor Approach has been highlighted including Health and Wellbeing in the Community following discussion with Public Health Colleagues.

JM mentioned there is a lot of background, if this is going to be live in April 2022 a lot of the document mentions last year 2021. All the objectives are around valuing our staff and technology, how do we help staff feel confident about change.

AT confirmed this Workforce Plan has been to Social Work Committee and is going to the next Joint Consultative Group which JW and J McDowall attends.

PJ confirmed this Workforce Plan will be linked into the Workforce Summit.

15.13pm – T Parker and A Tuite left the meeting

Decision(s)

Board Members:

- **Discussed 1.2 and approved the proposal.**
- **Approved the Workforce Plan**

8. DRAFT STRATEGIC COMMISSIONING PLAN 2022-2025

VG mentioned the Public Bodies Act 2014 places legislative requirements on Integration Authorities to have a Strategic Commissioning Plan in place.

A Final Draft SCP has been developed with involvement from Dumfries and Galloway Integration Joint Board members and a wide range of appropriate stakeholders.

This plan has been well received right across the Partnership, the engagement work has been significant and the engagement report is also included with the papers.

15.18pm V White joined the meeting again.

Decision(s)

Board Members approved:

- **The Final Draft Health and Social Care Strategic Commissioning Plan 2022 – 2025 (see Appendix One) for publication on 1st April 2022.**

9. DRAFT PERFORMANCE MANAGEMENT FRAMEWORK

AA provided an update and this paper seeks Integration Joint Board approval for the final draft Performance Management Framework and agreement to remit the Chief Officer to communicate with the relevant delivery partners to agree the timing and content of proposed performance reporting to the IJB.

This works hand in hand with the Strategic Commissioning Plan, this will be a live document where providers must provide updates these will be completed in Partnership.

JW highlighted that she felt the format of the report was very helpful and the indicators are set out in a useful way to map progress, this will be important for moving forward for delivery of the Strategic Commissioning Intentions.

Decision(s)

Board Members:

- **Approved the Performance Management Framework 2022 – 2025 for publication**
- **Agreed the Chief Officer communicates with the relevant delivery partners to agree the timing and content of proposed performance reports to the IJB;**
 - **NHS Board**
 - **Social Work Services Committee**
 - **Public Protection Committee**
 - **Dumfries and Galloway Alcohol and Drug Partnership**
 - **Children's Services Executive Group**

15.27pm G Bell left the meeting

10. DRAFT REVISED CODE OF CONDUCT

AWa confirmed the changes are outlined within the paper, this is based on the model code.

Decision(s)

Board Members:

- **Approved the adoption of the Revised Code of Conduct**
- **Agreed to sign the Code of Conduct ensuring compliance**

11. PAPERS FOR NOTING

Board Members noted:

- a) **Integration Partnership Forum – 3rd June 2021**
- b) **IJB Audit and Risk Committee – 9th September 2021**

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

- **IJB Annual Performance Review** – LD highlighted with members that she is keen to get something in the diary for October 2022.
- **Update from Chief Officer** – JW provided an update on the current situation across the Partnership, a slight reduction in the Occupancy Level at the Galloway Community Hospital to approx 60% which has recently been at 100%. This has been due to an outbreak situation. Occupancy in all other hospital sites remains at a very high level.

JW highlighted that the level of unmet need for social care within the community setting sits at just 3,000 hours and reflects a slight reduction from the previous update. We will continue with the Workplan agreed by IJB at the previous meeting. Project Manager has been recruited to work within the Care and Support at Home Team and is leading on the work with third sector organisations around meal delivery.

JW stressed to members that the Partnership is still under considerable pressure.

NAH mentioned the use of Volunteers within this area has not been straight forward. Progress is being made and is ongoing, we must complete this with due regards to everyone's needs and rights.

The next meeting of the IJB will be held on the 19th May 2022 at 2pm via Microsoft Teams