

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 23<sup>rd</sup> June 2022 at 2pm via Microsoft Teams**

**Voting Members Present:**

Laura Douglas	<b>(LD)</b>	NHS Voting Member <b>(Chair)</b>
Andy McFarlane	<b>(AMcF)</b>	Local Authority Voting Member <b>(Vice Chair)</b>
Greg Black	<b>(GB)</b>	NHS Voting Member
Lesley Bryce	<b>(LB)</b>	NHS Voting Member
Ian Carruthers	<b>(IC)</b>	Local Authority Voting Member
Kim Dams	<b>(KDa)</b>	NHS Voting Member
Vicky Keir	<b>(VK)</b>	NHS Voting Member
Willie Scobie	<b>(WS)</b>	Local Authority Voting Member
Paula Stevenson	<b>(PS)</b>	Local Authority Voting Member

**Advisory Members Present:**

Rebecca Aldridge	<b>(RA)</b>	Adult Care Lead Manager, Social Work Services <b>(substitute)</b>
Norma Austin Hart	<b>(NAH)</b>	Third Sector Representative
Greycy Bell	<b>(GB)</b>	Registered Medical Practitioner (Primary Medical Services)
Ken Donaldson	<b>(KD)</b>	Medical Director
Ann Farrell	<b>(AFa)</b>	Union Representative
Fiona Gardiner	<b>(FG)</b>	NHS Staff Side Representative
Jim Gatherum	<b>(JG)</b>	Scottish Care Representative
Pam Jamieson	<b>(PJ)</b>	Deputy Workforce Director
Mark Kelly	<b>(MK)</b>	Interim Nurse Director
Katy Kerr	<b>(KK)</b>	Chief Finance Officer
David Rowland	<b>(DR)</b>	Director of Strategic Planning and Transformation
Julie White	<b>(JW)</b>	Chief Officer
Valerie White	<b>(VW)</b>	Director of Public Health

**In Attendance:**

Kelly Armstrong	<b>(KA)</b>	Project Co-ordinator, Strategic Planning and Transformation Directorate
Rod Edgar	<b>(RE)</b>	Communication and Engagement Manager
Elizabeth Forsyth	<b>(EF)</b>	Strategic Planning Programme Manager
Cara Gillespie	<b>(CG)</b>	Scottish Care Representative
Amber Murray	<b>(AM)</b>	EA to Chief Officer
Alison Warrick	<b>(AW)</b>	Governance Officer

**Apologies:**

Lillian Cringles	<b>(LC)</b>	Chief Social Work Officer
Gail MacGregor	<b>(GM)</b>	Local Authority Voting Member
Alice Wilson	<b>(AWi)</b>	Nurse Director

## **1. NOTIFICATION OF SUBSTITUTES**

Apologies were noted for Gail MacGregor and Lillian Cringes, Rebecca Aldridge is attending as Substitute for the Chief Social Work Officer.

Tracy Parker and James McDowall confirmed their apologies and Pamela Jamieson will take members through Agenda Item 11.

## **2. DECLARATIONS OF INTEREST**

WS confirmed he is a member of the Galloway Community Action Group, and would like to note he has an interest there however confirmed that he did not consider there to be any conflict of interest with his role in the IJB.

PS highlighted she is the Delegate to the Health Board from Dumfries and Galloway Council.

## **3. MINUTES OF THE PREVIOUS MEETINGS**

NAH asked when the Commissioning Plan will be shared with IJB Members, this was raised at the last meeting as part of Item 3. DR confirmed the Formal Commissioning Plan will be brought back to the next meeting. The work for completing this plan is ongoing. DR confirmed that Viv Gration is continuing to work with our Partners in the Third Sector re the award of 3 year contracts.

WS highlighted that, as a new member, he noted that there appeared to be a high number of NHS Advisory members compared to other bodies. AW confirmed that the Public Bodies Joint Working Scotland Act (2014) states the Advisory Members we must have.

In response to a question regarding the timeline for completion of the Community Bed Review, it was confirmed that this has been deferred until approx June 2023 for completion. In line with the decision made by the IJB in January, the HSCP is now undertaking a 3 month process of community engagement 'Time to Talk' and is an opportunity to engage with our communities regarding the opportunities and challenges we face across health and social care. Following this engagement, there will be more tailored pieces of engagement around the Community Transformation Programme. It was agreed previously that the Community Transformation programme would report into a Committee of the IJB.

The notes from the 10<sup>th</sup> March 2022 and 25<sup>th</sup> April 2022 were agreed as an accurate record.

## **4. MATTERS ARISING, ACTION LIST AND AGENDA MATRIX**

Re Action 1; JW updated members on the Workforce Summit, there has been considerable work done regarding developing the Workforce Summit, the proposal is this will take place approx w/c 26<sup>th</sup> September 2022. This has been undertaken

from a multi agency perspective and is being led by the Local Employability Partnership.

Re Action 3; JG and PJ met this week and are discussing a proposal.

Re Action 3; JW will ask for N Hamlet to link with NAH around her concerns re the Unmet Need in Social Care.

AW presented the Draft Report Template following discussion with Third Sector Dumfries and Galloway.

## 5. MEMBERSHIP UPDATE

The Integration Joint Board welcomed the new Members.

AW stated that this report is intended to inform the IJB of the new Members following confirmation at the Full Council and NHS Board.

Following the Full Council meeting on the 24th May 2022, and discussions between the political groups represented in the Full Council, the following Elected Members have been appointed to the IJB:

<b>Voting Members</b>	<b>Substitutes for Voting Members</b>
Andy McFarlane	Kim Lowe
Paula Stevenson	Carolyn Wilson
Willie Scobie	Denis Male
Ian Carruthers	Malcolm Johnstone
Gail Macgregor	Karen Carruthers

At the NHS Board on the 13th June 2022 the following changes were agreed in respect of membership of the IJB:

- Grace Cardozo would no longer be a voting member of the IJB
- Greg Black would be appointed as a voting member of the IJB

AW will be scheduling induction meetings following confirmation from both Authorities.

An official thanks was noted to all the previous members who were on the Integration Joint Board.

PS confirmed a discussion had taken place and the Local Authority members wished to nominate Andy McFarlane as the Vice Chair for the Integration Joint Board, Members noted this appointment.

### **Decision:**

#### **The Integration Joint Board:**

- **Noted the appointment of Vice Chair of the IJB**

- **Agreed that committee membership will be approved at the next meeting**

## **6. IJB DIRECTIONS TO CONSTITUENT AUTHORITIES**

AW reminded Members that the issuing of Directions to either or both NHS Dumfries and Galloway or Dumfries and Galloway Council (the constituent authorities) by the Integration Joint Board is a legally binding process which provides the IJB with the means by which to deliver its Strategic Commissioning Plan.

JW confirmed that IJB members were being asked to approve a high level Direction today but that it is expected that the IJB will be issuing more detailed directions as we work through the implementation of the newly agreed Strategic Commissioning Plan.

### **Decision:**

#### **The Integration Joint Board:**

- **Approved the submission of an overarching direction to NHS Dumfries and Galloway and Dumfries and Galloway Council**
- **Agreed that a Short Life Working Group progress discussions regarding annual directions**

## **7. SCHEME OF DELEGATION**

LD updated the new members that a number of months back a decision was made to reflect back on a 5-6 year period to review what has worked well for the IJB in terms of our committee structure and our governance arrangements. A SLWG was established to consider our learning from the previous years of the IJB and to focus on a scheme of delegation to committees that would continue to develop the IJB's role as a Strategic Commissioning Body.

LD mentioned the strong desire to have this work completed by September 2022.

JG asked regarding the Third and Independent Sector involvement in Committee. JG acknowledged that Partners are invited but it would be helpful to formalise the engagement at all levels of our Partnership.

## **8. DRAFT ANNUAL REPORT AND ACCOUNTS FOR 2021/2022**

KK confirmed this report presents the Integration Joint Board Draft Annual Report and Accounts for the financial year 2021/2022, this is the unaudited Accounts, and the normal process was that these would have gone through the IJB Audit and Risk Committee first.

Formal Approval for the Accounts will come back to the September 2022 Meeting.

A late change was made to the NHS Accounts, regarding LFT tests, this will not affect the Integration Joint Board Accounts.

#### **14.47 – Valerie White left the meeting**

WS welcomed the narrative in the report reflecting the key risks, challenges and opportunities from the last year. WS asked about the impact of the Hourly Rate that is paid to social care workers and highlighted that, in his view, this impacts on our recruitment and retention challenges. NAH agreed with this point, pay scales are not set by Scottish Government for Third Sector. It is important we are clear of the differences.

#### **Decision:**

#### **The Integration Joint Board:**

- **Approved the unaudited Draft Annual Accounts for the financial year ending 31st March 2022 which will be submitted to the external auditors for review and are subject to public consultation.**

### **9. FINANCIAL UPDATE PLAN 2022/23 YEAR END 2021/22**

KK stated that this report presents the summary financial performance of the budgets delegated to the Integration Joint Board as at end of March 2022 for the financial year 2021/22. It also provides an update on the Financial Plan for 2022/23, draft budget also included in the Appendix, this was included for new members.

#### **15.10 – R Aldridge left meeting for 30mins**

KK offered any new member a 1:1 discussion regarding the Financial Position.

Since this plan was developed there have been a number of risks emerging regarding the financial position this year. KK will pick these up with both the Health Board and the Council. The ongoing pressures and challenges right across the Health and Social Care System are resulting in additional financial pressures.

KK confirmed that inflation costs are included in the plan although the changing situation re inflation will add pressure to our budgets.

JW offered a number of Briefing Sessions as part of their inductions sessions, all members can also be included in this.

#### **15.21 – I Carruthers left meeting**

#### **Decision:**

#### **The Integration Joint Board noted:**

- **The draft break-even position for the year as planned.**

- **All numbers are draft subject to external audit scrutiny of the NHS, Council and IJB accounts.**
- **Additional funding was released from the NHS Board to the IJB to offset the underlying overspends of £12.846m in-year non-recurrently.**
- **The level of IJB ringfenced reserves at 31 March 2022 of £30.8m (£16.41m at 31 March 2021).**
- **The progress on the development of the longer term Financial Plan and Financial Recovery Plan for the IJB.**

## **10. HEALTH AND SOCIAL CARE PARTNERSHIP DELIVERY PLAN**

DR stated that the Strategic Commissioning Plan 2022-25, approved in March 2022, described the vision to compile a Partnership Delivery Plan as a framework to co-ordinate and oversee key areas of work contributing to the delivery of the associated Strategic Commissioning Intentions.

This paper describes the principle of the Partnership Delivery Plan, EF and KA took members through the Delivery Plan Presentation. The presentation will be circulated to IJB members.

DR went through the next steps of the Delivery Plan, it is very important moving forward to the new model of care.

NAH mentioned one of the changes to the Direction Template ensure that authors of Directions must include consideration of the role of the Third Sector in implementing it. DR will review the direction and update it with AW and this will then be shared with members.

JW gave assurance that this delivery plan is for our Partnership, we can only direct the Health Board and Local Authority, and they must be instructed that the Third and Independent Sector are involved.

**Decision:**

**The Integration Joint Board:**

- **Noted the principle of the Partnership Delivery Plan.**
- **Remitted the NHS Board and Local Authority to instruct the Partnership to further develop the Partnership Delivery Plan to support the direction, intentions and aspirations set out in the Strategic Commissioning Plan.**

## **11. NATIONAL HEALTH AND CARE WORKFORCE STRATEGY AND DL 2022 (09)**

PJ highlighted The Health and Social Care National Workforce Strategy was published on 11<sup>th</sup> March 2022 and the accompanying guidance for the development of 3 year workforce plans through Director's Letter 2022 (09) was released on 1<sup>st</sup> April 2022. This is attached to the paper.

The Integration Joint Board had already agreed to proceed with work already started on the plan and these documents were published after we finalised the 2022-2025 Dumfries and Galloway Health and Social Care Workforce Plan. This means there needs to be an exercise to align them. The key messages are;

- 3 year workforce plans should be developed by 31st July 22 and submitted in draft to Scottish Government who will then provide high level feedback by the end of August 22. By 31st October 2022 plans will have been through appropriate governance routes and be published on organisation's websites.
- Workforce Plans should reflect workforce implications of the National Workforce Strategy tripartite ambitions of Recovery, Growth and Transformation.
- Workforce Plans should use the 5 Pillars in the Workforce Strategy (Plan, Attract, Train, Employ, Nurture) as a framework.
- Workforce Plans should align with service and financial planning and with the local service priorities identified in the Operational Plans which are being developed for end of July 2022.
- Workforce Plans should reflect workforce implications arising from the local area priorities outlined in the Recovery Plan, the National Care Service and the Health and Care (Staffing) (Scotland) Act.
- Workforce Plans should be developed in partnership with key stakeholders including Third and Independent Sectors and Trade Union colleagues.

The IJB will be offered a workshop in July 2022, the plan will include up to date data up until 31<sup>st</sup> March 2022.

#### **15.48 L Bryce left the meeting**

##### **Decision:**

##### **The Integration Joint Board:**

- **Noted the Health and Social Care Workforce Strategy, DL 2022 (09) and the proposed timeline in section 3 of this paper for updating the 2022-2025 Health and Social Care Workforce Plan.**

## **12. REPORTS FOR NOTING**

### **The Integration Joint Board Papers below were noted:**

- a) IJB Interim Performance Report** – once committee structure is agreed this will go to an IJB Committee

- b) **Strategic Planning Group Minutes - 03.02.2022** – Members agreed to receive the Draft Minutes of each meeting, so they are aware of the most up to date information

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

- **Public Social Community Transport Project** – NAH mentioned this is an important project but struggles for funding, she has written to over 70 individuals highlighting the concerns. DR is happy to meet out with this meeting to explore the options. WS asked could we get a report on other Boards travel arrangements.
- **National Care Service Bill Report** - was noted by JW, all members are sighted on the document, and the Bill promotes the establishment of the NCS. In Dumfries and Galloway we have a fairly unique scheme, at the moment the detail in regards to how this will be delivered is being worked up, all members will be fully involved.
- **Maternity Services in Wigtownshire** – WS asked that a report on the future arrangements for maternity services in the West of the Region comes to the IJB. AW confirmed that this could go to one of the Committees first.

**The next meeting of the IJB will be held on the 21<sup>st</sup> July 2022 at 2pm via Microsoft Teams**