

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 29th October 2020 at 2:30pm via Microsoft Teams

Voting Members Present:

Andy Ferguson	(AF)	Local Authority Voting Member (Chair)
Lesley Bryce	(LB)	NHS Voting Member
Marsali Caig	(MC)	NHS Voting Member (Substitute)
Grace Cardozo	(GC)	NHS Voting Member
Karen Carruthers	(KC)	Local Authority Voting Member (Substitute)
Laura Douglas	(LD)	NHS Voting Member
Jane Maitland	(JM)	Local Authority Voting Member
Elaine Murray	(EM)	Local Authority Voting Member

Advisory Members Present:

Greycy Bell	(GB)	Registered Medical Practitioner (Primary Medical Services)
Claire Brown	(CB)	Third Sector Representative (Substitute)
Lillian Cringles	(LC)	Chief Social Work Officer
Heather Currie	(HC)	Associate Specialist
Ken Donaldson	(KD)	Registered Medical Practitioner (Not Primary Medical Services)
Ann Farrell	(AFa)	Local Authority Staff Representative
Fiona Gardiner	(FG)	NHS Staff Side 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
Valerie White	(VW)	Acting (Interim) Director of Public Health
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 (Observing)
Stephanie Mottram	(SM)	Locality Manager (Stewartry & Wigtonshire)
Amber Murray	(AM)	PA to Julie White, Chief Officer
John Ross	(JR)	Independent Chair, Transforming Wigtonshire Programme
Stephen Thompson	(ST)	Substitute Local Authority Voting Member (Observing)

Apologies:

Norma Austin Hart	(NAH)	Third Sector Representative
Ian Carruthers	(IC)	Local Authority Voting Member
Caroline Cooksey	(CC)	Workforce Advisor to the IJB
Jim Gatherum	(JG)	Scottish Care Representative

1. NOTIFICATION OF SUBSTITUTES

We have received apologies from Ian Carruthers, Caroline Cooksey, Jim Gatherum and Norma Austin Hart

Claire Brown is attending as Norma's substitute and Karen Carruthers as Ian's substitute.

2. DECLERATIONS OF INTEREST

No declarations of interest were noted.

3. MINUTES OF DUMFRIES AND GALLOWAY INTEGRATION JOINT BOARD HELD ON 23rd SEPTEMBER 2020

EM will link with AW out with to amend her Register of Interest.

Minutes were agreed as an accurate record.

4. MEMBERSHIP UPDATE

AW confirmed that at the meeting of the 5th October 2020, the NHS Board approved changes to the Membership of the Integration Joint Board.

AW confirmed these changes are outlined in Section 3 of this Report and in Appendix 1.

Both LB and MC approved and appointed the Vice Chair.

LD confirmed we are not in a position today to appoint a member for the IJB Audit and Risk Committee, LD will pick this up and will link with AW.

AWi highlighted that Bill Irving is chair of Area Clinical Forum, not Area Partnership Form, recommendations will be amended.

Decision(s)

Board Members are asked to make the following changes to its Membership with effect from the 6th October 2020:

Noted:

- **Penny Halliday, Vice Chair, is no longer an NHS Voting Member of the IJB**

Appointed:

- **Laura Douglas to the position of Vice Chair of the IJB**
- **Marsali Caig and Vicky Keir (Non Executive Members NHS Board) (Substitute Members of the IJB) as NHS Voting Members of the IJB**
- **Bill Irving, (Non Executive Member NHS Board) (Chair of Area Clinical Forum) as a substitute NHS Voting Member of the IJB**

- **A member to the IJB Audit and Risk Committee and Vice Chair (NHS)**

Recorded:

- **Formal thanks to the outgoing Vice-Chair for her support and leadership of the IJB.**

6. TRANSFORMING WIGTOWNSHIRE PROGRAMME UPDATE

JR and SM attended and confirmed this paper reports on Phase 1 of the Transforming Wigtownshire Programme and provides recommendations for Phase 2 on the delivery of sustainable health and social care services that best meet the need of the local community.

JR was appointed chair for the Transforming Wigtownshire Programme and a Programme Board was set up to take views of what was thought to be appropriate and to report back to the Integration Joint Board.

Feedback from the public in Wigtownshire focused on 3 Priorities - physical and mental health, education regarding health and health improvements. JR and colleagues have met virtually with all Community Councils within Wigtownshire.

The Transforming Wigtownshire Programme has developed a road map for the Integration Joint Board to consider in taking forward key recommendations.

JM asked about the changes that are due to happen in regards to access unscheduled care. JR mentioned a workshop which was held discussed the Galloway Community Hospital, this driven forward in Phase 2. SM confirmed in the Tactical Priorities for the Partnership ties this in and there will be a focus on redesigning urgent / unscheduled care.

JR stated his disappointment at the non engagement of some Community Leaders in Stranraer, this is a missed opportunity and he asked if there is anything the Elected Members can do for them to link with JR and the Programme. JR is willing to meet with the Wigtownshire Elected Members to highlight the importance of this programme for the Community. JM suggested that this be fed back.

Decision(s)

Board Members noted:

- **The content of the Transforming Wigtownshire Programme Report at Appendix 1**
- **The key achievements of Phase 1 of the Programme**
- **The key priority areas of work which have been identified in Phase 2**
 - **Build upon the coproduction and engagement strategies for continued work with staff and communities**
 - **Digital and Technology – ARMED Programme Pilot Updates**
 - **Progressing the Galloway Campus (Primary, Community and Secondary Care joint priorities)**

- **The learning from the CoVID19 response to inform new ways of working across Wigtownshire and support the development of the project plans**
- **Agreed that the Programme should continue to Phase 2 activities**
- **Agreed a Direction to be issued to both the NHS and council to implement the work for Phase 2. AW to link to SM to complete this**

7. UPDATE ON RESPITE CARE

VF provided the update on behalf of Heather Collington, this work is in progress, this is being remobilised and will be in line with Scottish Government guidelines in terms of ensuring services are risk assessed. A piece of work has been undertaken to go out to Carers for feedback regarding what help and support they would like. The detail of those discussions will be reviewed at the Carers Programme Board and there may be further recommendations.

In addition to the most traditional forms respite care they will be working with Third Sector Carers additional phone calls and visits can be arranged. VF would like to assure the IJB Members that the Partnership will be supporting carers where necessary.

LB mentioned a report that has come out from Carers Scotland, which is Nationally called "Caring behind closed doors" 81% unpaid carers were providing more care due to CoVID and are worrying about Winter. This is highlighted within the report.

VF will review the data and these issues will be picked up in detail at The Carers Programme Board.

8. FINANCE UPDATE – INCLUDING COVID AND SAVINGS PLAN

AF confirmed with Members he had a discussion with KL and a written report will be provided to members every second month and a verbal update in between. Due to the IJB Meetings being monthly the information is not produced and IJB Members must be appropriately briefed.

KL shared her finance update presentation and provided an oversight, the major change since the last meeting was funding of £18.715m to support remobilisation plans as compared to £30.3m costs in Quarter 1 for the Partnership confirmed to NHS Boards on 29 September 2020. This is for the Partnership so included Social Care costs.

3:21pm AWi left meeting to take a call and returned at 3:31pm

JM mentioned there is no action plan or update on the SAM Programme, the Tactical Priorities have taken priority over SAM at the moment. JW confirmed the IJB are still receiving the same financial reporting as normally on a quarterly basis.

JW mentioned in relation to SAM, the SAM team have been focussing thier efforts in relation to the Tactical Priorities for the Health and Social Care Partnership, this is to help us get through the current Pandemic and the forth coming Winter, a number of Pathways are being reviewed to make services more efficient and support improvement. A paper will be brought back to the next Integration Joint

Board, highlighting the SAM Programme Progress, this will also link into our savings programme.

HC mentioned a National Programme with National Pathways have been launched for Planned Care and to confirm HC chairs the Modernising Patient Pathways Programme and is close to the National work. MC asked if these patient pathways are being costed. The aim is to reduce secondary care admissions. KL confirmed she will take this offline and will provide detail to MC.

5. LATEST COVID19 DATA PACK

VW attended meeting at 3:33pm and provided an oversight of the data pack.

The R value at the moment for Scotland is above 1 and this is increasing, we average about 3,000 tests per week across the Region, last week we had 95 individuals confirmed positive.

JW mentioned over the last number of weeks we have seen a higher number of individuals being admitted to hospital than expected, this is important due to the outbreaks in a number of our Care Homes. The data from the Health Intelligence Team is very helpful and helps plan the use of our available workforce.

This presentation is confidential due to the map included as this could possibly be person identifiable so cannot be shared further. The key message for our Community is that CoVID is out there and is in our Communities and we must follow the guidance to minimise the risk.

Further information for localities can be provided on the Tableau Website, VW confirmed this also includes death figures. We cannot pin point where the outbreaks have come from. Incident Management Teams (IMTs) will continue to review the current situations and outbreaks.

Briefings will be discussed and reviewed by JW, LC and Rod Edgar in regards to issuing information we can provide to IJB and Elected Members. JW agreed to produce a data pack for sharing regularly with IJB Members.

VW left the meeting at 16:12pm

9. REVIEW OF INTEGRATION SCHEME

JW confirmed the purpose of this Report is to inform Members that following approval of the revision to the Integration Scheme between NHS Dumfries and Galloway and Dumfries and Galloway Council the Scheme has been forwarded to the Scottish Government for their review and approval. This is not the Integration Joint Board Integration Scheme this is the NHS Board and Local Authority Integration Scheme which we deliver.

JM mentioned previously this included Third and Independent Sector, but is not mentioned in this report, JW mentioned the workforce plan will include the Third and Independent Sector but this cannot be included in this legal document as the commitment is between the Health Board and The Council.

Decision(s)

Board Members noted:

- **The changes made to the Integration Scheme**
- **That a successor Scheme will be developed during 2020-2021**

10. UPDATE ON AUDIT SCOTLAND ACTION PLAN

In response to the Audit Scotland Health and Social Care Integration Update on Progress and the Ministerial Group for Health and Social Care's response to this, the HSCP has developed an Action Plan which continues to evolve as progress is made locally.

JW confirmed this would have been due earlier in the year, but due to the current situation, this will go through the IJB Audit and Risk Committee in the future for wider discussion.

Decision(s)

Board Members:

- **Noted the progress made against the Actions in the Health and Social Care Partnership Audit Scotland Integration Review Action Plan**
- **Agreed response to be submitted to IJB Audit and Risk Committee to review and provide an update where necessary.**

11. UPDATE ON INTERIM GOVERNANCE ARRANGEMENTS FOR THE INTEGRATION JOINT BOARD

AW highlighted this Report is brought before IJB today to provide an update on the interim governance arrangements which have been in place following agreement at the Integration Joint Board of the 22nd April 2020.

KL clarified that the Finance and Performance will be reported to the IJB on a monthly basis rather than bringing the IJB Performance and Finance Committee back into operation.

JM welcomed this report and reiterated the SAM Programme which would normally go through the IJB Performance and Finance Committee will come direct to the IJB and will be provided at the next IJB.

LD and LB confirmed they are content to approve this proposal. LB asked when the IJB Clinical and Care Governance comes back will this come back lite, the agenda has been agreed for the next meeting and will follow the same format as previously and will look into detail of the delivery of the Strategic Plan.

Decision(s)

Board Members approved:

- **The ongoing enactment of delegation of authority to the Chief Officer of the IJB in consultation with the Chair and Vice Chair of the IJB**

- To continue the suspension of the IJB Performance and Finance Committee for a period of 6 months when this decision will be reviewed
- That any decisions that would be taken to the IJB Performance and Finance Committee for agreement/discussion will be brought to the IJB
- The reinstatement of the IJB Audit and Risk Committee, IJB Clinical and Care Governance Committee, Strategic Planning Group, Integration Partnership Forum and where appropriate any Workshops sessions
- A timescale for virtual meetings going forward

12. PARTICIPATION REQUESTS

4.33pm Fiona Gardiner left the meeting.

The Participation Request Regulations 2016 came into force on 1st April 2017 as part of the Community Empowerment Act 2015. The regulations apply to all public service authorities identified in the Act. To date, Integration Joint Boards are not included however Health Boards and Local Authorities are. Health and Social Care Partnerships will be expected to respond to Participation Requests made to either, NHS Dumfries and Galloway or Dumfries and Galloway Council in relation to health and social care services that they manage.

This Report outlines the current arrangements in place within NHS Dumfries and Galloway and Dumfries and Galloway Council to handle Participation Requests.

AF mentioned there are currently reviews of standalone bodies at this time, GC mentioned the NHS had zero participation requests and the Council only had one and this could mean we currently do not have the process in place appropriately.

IC asked if a participation requests came in would we get notified as an IJB as a noting report, which could then be dealt with appropriately.

AF confirmed AW to link with the two constituent bodies at the moment.

Decision(s)

Board Members:

- **Noted this Report on Participation Requests**

13. INTEGRATION JOINT BOARD STRATEGIC NEEDS ASSESSMENT 2020

VF highlighted The Public Bodies Act 2014, states that the Integration Joint Board is required to develop their Strategic Commissioning Plan with reference to the point of view of service-users, taking account of the particular needs, characteristics and circumstances of different service-users.

The Strategic Commissioning Plan 2021 – 2024 is currently under development.

This Strategic Needs Assessment reflects the context, with regard to the needs and demand of the people who use services, their families and Carers, in which health and social care and support needs to operate. It includes information about different groups of people, some of the services currently being provided and highlights some of the areas of challenge for the Health and Social Care Partnership.

Decision(s)

Board Members:

- **Noted the contents of the Strategic Needs Assessment 2020**

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

The next meeting will be held on Thursday 3rd December at 3pm – 5pm via Teams

15. IJB STRATEGIC COMMISSIONING PLAN – NEXT STEPS

VF shared this plan to enable the Integration Joint Board to undertake their role as the Strategic Commissioning Body into 2024-2025. A workshop was previously held with the Integration Joint Board around their next plan on the 3rd April 2019. We began the engagement around the development of the document on the 31st October 2019 at the Leaping Forward Event at the Cairndale.

The information from this event was reviewed and the Strategic Planning Group Members attended a workshop at the beginning of the year and this document has now been developed following their views.

A consultation document has now been developed which is being shared with members today to allow the group to go out for a period of communication and engagement. This very draft document will be shared with the IJB Members and Members of the Strategic Planning Group and will go out w/c 9th November 2020 for wider engagement, which will take us to the middle of January 2021 and is broadly on track for delivery. The IJB current plan runs out on the 31st March 2021.

AF asked if we are sharing this plan wider than the organisations, VF mentioned the period of engagement is going to be challenging due to the CoVID environment, a detailed communication plan has been written up for the process and we are finalising a document detailing a planned engagement activity and will be included in the statement of consultation which continues to be updated regularly and will be brought back to a future IJB. VF confirmed she will share communication plan with IJB Members.

VF confirmed to LD that feedback is not required for the content of the plan before it is circulated.

AF recommended that we highlight the significant level of communication and engagement that we are planning to undertake.