

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 23rd March 2023 at 2pm – 4.30pm – Hybrid – Microsoft Teams / Meeting Room 2, Mountainhall

Voting Members Present:

Laura Douglas	(LD)	NHS Voting Member (Chair)
Andy McFarlane	(AMcF)	Local Authority Voting Member (Vice Chair)
Greg Black	(GB)	NHS Voting Member (Virtual)
Lesley Bryce	(LB)	NHS Voting Member (Virtual)
Ian Carruthers	(IC)	Local Authority Voting Member (Virtual)
Kim Dams	(KDa)	NHS Voting Member (Virtual)
Chrissie Hill	(CH)	Local Authority Voting Member (Virtual)
Denis Male	(DM)	Local Authority Voting Member (Virtual)
Paula Stevenson	(PS)	Local Authority Voting Member (Virtual)

Advisory Members Present:

Norma Austin Hart	(NAH)	Third Sector Representative
Grecy Bell	(GBe)	Registered Medical Practitioner (Primary Medical Services)
Karen Carruthers	(KC)	Substitute - Local Authority Voting Member (Virtual)
Lillian Cringles	(LC)	Chief Social Work Officer
Ken Donaldson	(KD)	Medical Director
Jim Gatherum	(JG)	Scottish Care Representative (Virtual)
Pam Jamieson	(PJ)	Deputy Workforce Director
Mark Kelly	(MK)	Nurse Director
Katy Kerr	(KK)	Chief Finance Officer
David Slater	(DS)	Substitute - Local Authority Voting Member (Virtual)
Julie White	(JW)	Chief Officer
Valerie White	(VW)	Director of Public Health

In Attendance:

Kirsty Bell	(KB)	Programme Manager
Laura Boyce	(LB)	Head of Midwifery and Quality Assurance Lead (Virtual)
Alec Campbell	(AC)	Communications Team Lead (Virtual)
Grace Cardozo	(GC)	Sleeping Giants Representative (Virtual)
Paula Drysdale	(PD)	Chair of Social Work (Virtual)
Lynsey Fitzpatrick	(LF)	Equality and Diversity Lead (Virtual)
Viv Gration	(VG)	Substitute - Deputy Head of Strategic Planning and Commissioning (Virtual)
Amber Murray	(AM)	EA to Chief Officer
George Noakes	(GN)	Performance & Intelligence / Strategic Planning (Virtual)
Julie Watters	(JWa)	Chief Internal Auditor (Virtual)

Apologies:

Ann Farrell	(AFa)	Union Representative
David Rowland	(DR)	Director of Strategic Planning and Transformation
Alison Warrick	(AW)	Governance Officer
Alice Wilson	(AWi)	Nurse Director

1. NOTIFICATION OF SUBSTITUTES

Viv Gratton is in attendance today as a substitute for David Rowland.

A number of the new substitute voting members were also in attendance today, in preparation for the Membership Update.

2. DECLARATIONS OF INTEREST

No Declarations of Interest noted.

3. MINUTES OF THE PREVIOUS MEETINGS

JG highlighted that he had specifically asked at Item 7 for the Independent Sector to be included in the IJB Committee Meeting Terms of Reference. This will be amended.

NAH raised a number of points regarding the language within the Participation and Engagement Strategy, AM will link with RE.

Action: AM / RE

NAH raised a concern re Item 12 and asked that her point in relation to the impact of inflation on commissioned services be added to the action plan. NAH noted that the proposed meeting with VG has still not been undertaken.

Action: AM

The notes from the 8th December 2022 were then agreed as an accurate record.

4. ACTION LIST / ROLLING AGENDA

Action Plan which was attached, was discussed and noted all other actions will be followed up out with the meeting.

NAH stated that she had met with DR re the Community Transport PSP issues but noted that there has currently been no progress made. NAH highlighted this programme comes to a halt at the end of March 2023. NAH confirmed that she had tried to raise this within the Community Planning arena and again no progress was made. A wide discussion was had with members. VW / JW will pick up this conversation out with this meeting, as this should currently sit within the Community Planning Partnership.

Action: VW / JW

PJ has a report from the October Workforce Summit, this will be circulated to members. JW agreed for this to go via the Community Planning Leadership Group also. VW and JW will be members of this CPLG.

Action: AM

5. MEMBERSHIP UPDATE

KB highlighted the purpose of this report is to inform the IJB of the new Members following the changes in Administration at the Local Authority and Revised Membership of Outside Bodies.

Following the Full Council meeting on the 07.03.2023, and discussions between the political groups represented in the Full Council, the following Elected Members have been appointed to the IJB:

Voting Members	Substitutes for Voting Members
Ian Carruthers	Karen Carruthers
Chrissie Hill	Gail MacGregor
Denis Male	David Slater
Andy McFarlane	Andy Ferguson
Paula Stevenson	Carolyne Wilson

14.23 – VG joined the meeting.

IC proposed that IJB Members today agree the new IJB Chair, as AMcF who was currently Vice Chair of the IJB. This will take effect from 1st April 2023. Members present supported the appointment of Cllr McFarlane as the new Chair of the IJB.

New NHS Membership / Confirmation of the Vice Chair Appointment will be brought back to the IJB on 26th April 2023 and AM will include this on the Agenda Matrix. It was noted that the LA voting members would agree nominations for the Performance, Finance and Quality agenda before the meeting of the 13th April.

Action: AM

Decision:

The Integration Joint Board:

- **Noted the revised membership of the Local Authority**
- **Agreed to appoint a New IJB Chair from the Local Authority Membership as the current Chair stands down on 31st March 2023. It was agreed that Cllr McFarlane would assume this role from 1 April 2023.**
- **Agreed that the Local Authority Membership would agree nominations to populate the:**
 - **IJB Audit, Risk and Governance Committee**
 - **IJB Finance, Performance and Quality Committee**
 - **IJB Strategic Planning Delivery and Commissioning Committee**
 - **IJB Transformation and Innovation Futures Committee**

6. FINANCIAL PERFORMANCE UPDATE – QUARTER THREE

KK provided an update on the report which presents an update on the financial performance for the budgets delegated to the Integration Joint Board based on the position at the end of December 2022, Quarter Three of financial year 2022/23. This update was due to go to the IJB Finance, Performance and Quality Committee in March but was cancelled, a number of the context within the report has progressed.

The Year End position is due to be closed off by both NHS and Local Authority. A number of reserves will be carried forward, these are set out within Table 5.

Ongoing discussions are being had in regards to the pay awards.

Membership will be agreed for the IJB Finance, Performance and Quality Committee in April 2023.

The challenging financial position will mean that a range of difficult decisions will need to be undertaken. This will be in relation to a number of policy areas and proposals will be brought to the Committee and then to the IJB at the extraordinary meeting in April. We have a difficult decision making process / policy in place.

Decision:

The Integration Joint Board:

- **Took assurance in relation to the update on the financial position however to reach the £15.191m in-year gap projected as part of the opening financial plan a further £4.6m non recurring flexibility requires to be identified. Two further adjustments have been identified which will reduce the gap to £11.8m if the non recurring flexibility gap is delivered. These adjustments cannot be used to reduce the £15.191m but must be applied to reduce the opening financial plan deficit. There remains considerable risk in relation to the financial position and this is set out in the paper both in year and future years.**
- **Discussed the risk to the ring fenced allocations and potential use of reserves.**
- **Noted the draft financial plan for 2023/24 is currently being developed with an update being presented to the IJB Performance, Finance and Quality Committee on 13th April 2023.**

7. INTEGRATION JOINT BOARD DIRECTIONS UPDATE

KB stated that the purpose of this paper is to ensure Committee Members are aware of the process following Directions being issued by the Integration Joint Board to give assurance that appropriate measures and developments are in place to progress and monitor the delivery and performance of these Directions.

This is part of Governance arrangements, as the Committee Members require to be made aware of any new Directions issued by the Integration Joint Board and to provide assurance that the appropriate processes is in place to monitor the delivery of each of the Directions.

Furthermore, the Health and Social Care Directorate in collaboration with the Strategic Planning and Transformation Directorate have undertaken a review of all open Directions. This is to demonstrate performance of Directions to IJB members by illustrating the linkages to the Partnership's Annual Delivery Plan and the Strategic Commissioning Intentions.

KB confirmed these will come back as substantive items quarterly.

Action: AM

Members thanked KB for her approach on the Directions and the Summary that was presented.

Members noted that this was an extremely helpful paper which clarified the governance processes and provided assurance to the IJB members on processes in place.

Decision:

The Integration Joint Board:

- **Took assurance from this paper that the appropriate processes are in place to record, monitor and progress any Directions issued by the Integration Joint Board.**

8. IJB COMMITTEE SCHEME OF DELEGATION AND COMMITTEE UPDATE

KK mentioned in September 2022, following a review of the Scheme of Delegation, it was agreed to review and establish a new Committee structure for the Integration Joint Board and whilst the Scheme of Delegation was approved, further work was required to develop and establish the structures.

The report reflects the first report from the IJB's Audit, Risk and Governance Committee which met on the 23rd February 2022 in its new format. Whilst this report brings forward a specific matter for approval, it also provides the IJB with an initial update on its work to date.

Members supported this approach, JG raised a concern regarding the Independent Sector involvement, KB / AM will pick this up and refresh all Terms of Reference.

Action: AM / KB

Decision:

The Integration Joint Board:

- **Noted the work of the IJB Audit, Risk and Governance Committee to date and also the future workplan for the Committee.**
- **Approved the final Terms of Reference for all IJB Committees following review and agreement by all the Committees at their first meeting with the exception of the Performance, Finance and Quality Committee which is scheduled to meet on 13th April 2023.**

15:02 – L Fitzpatrick joined the meeting

9. SPECIFIC DUTIES REPORTS 2023

LF highlighted that mainstreaming equality should be part of the day to day structures, behaviour and culture of an organisation, and contributes towards continuous improvement and better performance.

The purpose of this paper is to outline the legal duties on the Integration Joint Board to comply with the Equality Act 2010 Regulations 2012. The attached report provides the IJB with information on the steps taken to comply with the legislation,

particularly around the publication of a mainstreaming report and the development of equality outcomes.

NAH asked in relation to Disability, a report has been published for the employment gap. Within the Report it highlights that D&G is an outlier in terms of the percentage of people who have a disability and are in employment. NAH highlighted concerns that need to be addressed through all of our multi-agency planning structures. NAH will share this report with members. VW will also take this into the Short Life Working Group.

Action: AM / VW

KB will review where In-equalities should sit on the IJB Committee Structure.

Action: KB

Decision:

The Integration Joint Board:

- **Approved the following:**
 - **Publication of the attached joint NHS/IJB Equality and Diversity Mainstreaming and Equality Outcomes Report for 2021-2023**
 - **The 2021-2025 Equality Outcomes update**
- **Discussed and noted the following points:**
 - **The requirement of both NHS Dumfries and Galloway and the Dumfries and Galloway Integration Joint Board to comply with a number of actions under the Equality Act 2010 Public Sector Equality Duty**
 - **The departmental leadership required to ensuring that equality and diversity continues to be mainstreamed across health and social care services and that relevant services work to meet the aims of the relevant action plan in relation to equality outcomes.**

15:09 L Boyce joined the meeting

10. UPDATE ON REVIEW OF MATERNITY SERVICES IN WIGTOWNSHIRE

LB attended and confirmed following the discussion at the Integrated Joint Board Committee on 8th December 2022, a direction was issued for NHS Dumfries and Galloway to undertake an independently chaired Local Service Review of Maternity Services in the Wigtownshire Locality, this will be inclusive of an options appraisal.

The outcome of the options appraisal will be presented to a future meeting of the IJB for consideration and approval. The Options Appraisal process will include the Professional Reference Group which will include external voices, and communications lead is outlined.

An update will come via the IJB Meeting on 26th April 2023.

Action: AM

The options that are being developed through the Engagement process will set out the options, and then the ultimate direction that is issued will be related to the options.

Decision:

The Integration Joint Board:

- **Noted progress with the review.**

11. CARERS ACT FUNDING

GB presented the report following the IJB Strategic Planning Delivery and Commissioning Committee. Each year the Scottish Government provide funding to local authorities to support delivery of the Carers Act 2014.

This paper provides an overview of

- The process in place for allocating Carers Act Funding
- The proposals received in the most recent round of Carers Act Funding bids
- The proposals that have been approved for non-recurring funding
- The Carers Task Force bid which requires recurring funding of £93,257 per annum and therefore requires the IJB to approve and issue a direction.

15.35pm – G Noakes and G Cardozo joined the meeting

NAH asked regarding the Membership role of the Carers Funding Panel, VG confirmed it is members from the Carers Programme Board, Chair & Vice Chair, Operational Colleagues, Representation from Third Sector, Carers Centre and Carers Network. VG mentioned this is a Sub Group to the Programme Board. NAH has received feedback from a number of Third Sector Representatives that they have not been aware of the funding opportunities. VG will pick this up with NAH outwith the meeting.

Decision:

The Integration Joint Board:

- **Noted the update on Carers Act Funding Proposals received to date**
- **Noted the recommendation from the Chair of the Carers Programme Board to approve the recurring funding for the Carers Task Force**
- **Approved the allocation from the Carer Act budget recurring funding support for the Carers Task Force and issue a direction to NHS Dumfries and Galloway and Dumfries and Galloway Council**

12. RIGHT CARE RIGHT PLACE: INTERMEDIATE CARE

VG updated members that the Right Care, Right Place is a programme of community transformation that spans, Home Teams, care and support at home and bed based intermediate care in Dumfries and Galloway.

This paper focuses on bed based intermediate care and sets out:

- An overview of work undertaken in relation to bed based intermediate care since January 2022

- How our local population is likely to change over the next 30 years
- How this is likely to impact on demand for bed based intermediate care
- What people are telling us
- Flexible bed based intermediate care model
- Options for meeting the increased demand in the short, medium and long term
- Plans for consultation with communities 10 April 2023 – 3 July 2023
- Next steps

GN and GC provided an overview of the presentation which was introduced by:

- Background to RCRP
- Population projections and changes in demand
- Outcome of RCRP Intermediate Care Engagement
- Options for discussion with communities, by home team area

The team highlighted that they were looking for the IJB to approve:

- A flexible model of bed based intermediate care
- Move forward to formal Consultation Period

The presentation will be shared following the meeting.

Action: AM

VG mentioned the key ask is for the flexible model, allowing use of Care Homes, Cottage Hospitals, Palliative Care and Sheltered House Placements to meet the needs of local communities. Flexible models will then be developed for consultation with communities.

KDa asked in regards to the graph highlighting the Distribution of Age and questioned whether, with the Pandemic, a lot may have changed. KDa also asked if we had enough responses from the age group who don't need care at the moment, it requires to be future proof. KDa requested for the language to be reviewed in terms of rehabilitation. GN will pick this up following the meeting, data has been taken pre pandemic.

Action: GN

AMcF who attended a session thanked the Team for the work that has gone into this engagement, all highlighting the challenges that we have also come across. AMcF highlighted the extensive nature of the engagement and the opportunities presented to local communities to contribute at this early stage.

JG echoed this and highlighted this report was a significant, beneficial piece of work. JG stated that this is one of the best reports ever presented to the IJB.

A Key point going forward is to aim to change attitudes and cultures, which will then maximise opportunities. We need to ensure that potential opportunities for doing things differently and utilising buildings in different ways are fully explored.

JG asked within the Stage 2 part of the consultation, can we involve stakeholders and people with lived experience. JG also asked to meet up with individuals who are living in the care home sector currently to ascertain their views about potential future models.

Action: GC / VG

NAH highlighted that she had received a number of concerns from Third Sector organisations about the timing of the engagement exercise and shared that TSDG had been given very short notice to facilitate engagement. NAH was also disappointed in the lack of a mention of the Third Sector within the presentation. NAH shared some quotes from Third Sector colleagues re the process and highlighted that TSDG still do not know if they are to be involved in the future consultation. If so, the design of this needs to be picked up as soon as possible.

NAH stated that as things stand, she would be unable to support the recommendation that this process has been sufficiently robust.

VG replied and reassured NAH that the comments from Third Sector partners were included in the paper and their feedback formed part of the report.

VG will link with NAH outwith the meeting re the next stages of the process.

Action: VG

GC confirmed this is an ongoing process, this is the start there is a number of other responses due. GC mentioned if Sleeping Giants are involved in the next stage they will be involved with a number of other providers, but will be mindful of the deadlines for reporting back in September 2023.

JW responded to all of the comments that have been made and stressed that the engagement period is only the start of this process. The IJB asked that an 8 week period of general engagement took place and that the results be brought back to this meeting. The IJB is now being asked to agree to the next stages of the process which includes the development of options and a 13 week programme of consultation with local communities. JW thanked the team for a fulsome process that had culminated in over 1100 individuals from our communities taking part in the sessions and many more on line/via surveys. JW stated that she felt this had been an excellent piece of work so far by the team who have worked incredibly hard to produce this paper in a short timeframe as agreed by the IJB.

IC highlighted that he supported the work undertaken this far and agreed the recommendations. He felt that NAH concerns would be addressed in the next phase of the process.

Decision:

The Integration Joint Board:

- **Noted the work to date in the Right Care, Right Place Programme and confirm that it is in line with expectations when this work was requested in January 2022.**
- **Reflected on the projected changes in the local population, the associated changes in level of need over time and the outputs from the resulting modelling.**
- **Considered that the engagement and participation to date has been sufficiently comprehensive, robust and proportionate to underpin the future planning of bed based intermediate care.**

- Reviewed and considered the feedback from the engagement period.
- Discussed the options presented in section 3.57 for each Home Team area and noted that they reflect and respond to the feedback from the engagement and participation period, as well meet the projected future need for bed based intermediate care. The IJB noted that these were not the final options but did represent the start of the process.
- Approved the proposed flexible bed based intermediate care model.
- Approved the formal consultation of proposed flexible bed based intermediate care options with communities.
- Confirmed ongoing support for the process and issue a direction be issued to Dumfries and Galloway Council and NHS Dumfries and Galloway to carry out the formal consultation

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

JW thanked L Douglas for her input as Chair over the last 2 years. JW stated that LD had provided significant leadership to the changes within the IJB and the new scheme of delegation and committee structure. LD also thanked L Bryce on behalf of the IJB for her input which has always been exceptional and LBry acted as a voice for Carers when we had no formal representation around the table.

The next meeting of the Formal IJB will be Thursday 22nd June 2023 at 2pm – 4pm

Extraordinary Meeting of the IJB on the Budget will be Wednesday 26th April 2023 at 2pm – 4.30pm via Microsoft Teams