

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 22nd June 2023 at 2pm – 5pm – Hybrid – Seminar Room 4, DGRI

Voting Members Present:

Andy McFarlane	(AMcF)	Local Authority Voting Member (Chair)
Kim Dams	(KDa)	NHS Voting Member (Vice Chair)(Virtual)
Ian Carruthers	(IC)	Local Authority Voting Member (Virtual)
Karen Carruthers	(KC)	Substitute - Local Authority Voting Member (Virtual)
Andy Ferguson	(AF)	Substitute - Local Authority Voting Member
Gwilym Gibbons	(GG)	NHS Voting Member (Virtual)
Rhianna Davies-McCrorie	(RD)	NHS Voting Member (Virtual)
Chrissie Hill	(CH)	Local Authority Voting Member (Virtual)
Vicky Keir	(VK)	NHS Voting Member (Virtual)
Gail MacGregor	(GMac)	Substitute - Local Authority Voting Member (Virtual)
David Slater	(DS)	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)
Debbie Cochrane	(DC)	Scottish Care Representative (Virtual)
Rod Edgar	(RE)	Communication & Engagement Manager (Virtual)
Ann Farrell	(AFa)	Union Representative (Virtual)
Fiona Gardiner	(FG)	NHS Staff Side Representative (Virtual)
Katy Kerr	(KK)	Chief Finance Officer
Gail Meier	(GM)	Substitute – Interim Nurse Director (Virtual)
Stephen Morgan	(SM)	Interim Chief Social Work Officer
David Rowland	(DR)	Director of Strategic Planning and Transformation
Julie White	(JW)	Chief Officer
Valerie White	(VW)	Director of Public Health (Virtual)

In Attendance:

Ananda Allan	(AA)	Performance and Intelligence Manager (Virtual)
Kirsty Bell	(KB)	Programme Manager
Amber Murray	(AM)	EA to Chief Officer
Julie Watters	(JWa)	Chief Internal Auditor (Virtual)

Apologies:

Greg Black	(GB)	NHS Voting Member
Ken Donaldson	(KD)	Medical Director
Pam Jamieson	(PJ)	Deputy Workforce Director
Mark Kelly	(MK)	Nurse Director
Alison Warrick	(AW)	Governance Officer
Alice Wilson	(AWi)	Nurse Director

1. WELCOME, APOLOGIES AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies above were noted confirming Andy Ferguson and Gail Meier are in attendance as substitutes.

2. DECLARATIONS OF INTEREST

No Declarations of Interest noted.

3. MINUTES OF THE PREVIOUS MEETINGS

The notes from 26th April 2023 were then agreed as an accurate record.

Discussion took place regarding the Chairmanship of the IJB Finance, Performance and Quality Committee. It was agreed that, according to the Scheme of Delegation, the Chair should have rotated to the Local Authority due to the previous Chair having covered a 2 year tenure. It was agreed that, subject to confirmation from Governance, Andy McFarlane would assume the role of Chair for the next 2 year period.

Action: AM

4. ACTION LIST / ROLLING AGENDA

Action Plan will be shared following this meeting and updated accordingly.

5. MEMBERSHIP UPDATE

KB confirmed the purpose of this report is to inform the IJB of the proposed changes to the membership of the IJB from the Independent Sector following discussions between Chief Officer and the current Independent Sector Representative. The Chief Officer has also engaged with Scottish Care at a national level to notify them of the change in arrangements.

AMcF and members of the IJB welcomed Debbie Cochrane to her first IJB Meeting as Independent Sector representative. It was highlighted that Debbie has previously been substitute member.

This paper also requested approval for an IJB Representative to join the NHS Board Public Health Committee.

Members agreed the nomination of Paula Stevenson on the NHS Board Public Health Committee.

Decision:

The Integration Joint Board:

- **Agreed the revised membership of the Independent Sector Representative on the Integration Joint Board**
 - **Advisory Member – Debbie Cochrane**
 - **Substitute Member – Jim Gatherum**

- **Agreed the nominations from the Independent Sector for the IJB Committees**
- **Agreed a nomination from the Integration Joint Board to be a member of the NHS Board Public Health Committee, who will be Paula Stevenson**

6. INTEGRATION JOINT BOARD COMMITTEE UPDATES

a) IJB Committee Updates from Chairs - IJB Audit Risk and Governance (meeting 08.06.2023) – Updated by Katy Kerr

1. Minutes from Previous Committee Meeting 23.02.2023 – Shared for Info.

Given that the notes of the previous meeting in June were still draft, KK agreed to provide a verbal update.

KK highlighted the Annual Accounts were reviewed and will go out for Public Consultation, and will come to the next IJB for final sign off.

We have new External Auditors in place for the IJB and they will review the External Audit Plan, this will be undertaken in the Summer following the Consultation.

Discussions have been held with the Local Authority Audit Teams, for collaboration / develop workplans. This has proved very helpful.

Corporate Risk Register updates will form part of the Governance Updates to IJB in future.

2. Governance Update – Presented by Kirsty Bell

KB mentioned this paper was tabled at the IJB Audit, Risk and Governance Committee on 8th June 2023 where the Directions Governance Procedure and the plan for review of the IJB Policies, Procedures and Guidance was approved with amendments following consultation with Committee Members.

2.19pm V White joined the meeting

Decision:

The Integration Joint Board Noted:

- **Following approval from the IJB Audit, Risk and Governance Committee, the IJB approved the revised procedure for the Recording, Monitoring and Management of Directions (Appendix 1) where this will form part of the Directions Policy 2021 – 2023.**
- **Noted the 2 suggested amendments to the procedure:**

1. That any change to a Direction in terms of changes to the proposed model and / or delivery timeframes requires the constituent bodies to inform the IJB.
2. On writing a delivery proposal NHS / LA to ensure this includes any environmental impact.

- Approved for the plan to review the IJB Policies, Procedures and Guidance (Appendix 2).

b) IJB Finance, Performance & Quality – (meeting 13.04.2023) - Updated by Andy McFarlane

Short Break Service Update – The Chair highlighted that IJB members may have been expecting an updated paper on the Review of Short Break Services for Children and Young People to be presented at this meeting. The IJB Finance, Performance & Quality Committee did receive a report in April and asked for further work to be undertaken.

The team from Health and the Local Authority had been asked to undertake an options appraisal of the top three options that had arisen from the work undertaken by Action For Children – which now dates back some 4 years ago. Unfortunately, initial work shows that none of these options are fully deliverable within current financial and staffing constraints and there is a need to reconsider the overall model.

Time has moved on since the review by Action for Children and the health and social care position has changed considerably in this time. As the new Chair of the IJB along with the new Vice Chair, Kim Dams, Andy McFarlane highlighted that he had asked the team leading this work to attend the next meeting of the Finance and Performance Committee in order that we can better understand how this work fits with the wider provision of health and social care for children and young people and to clearly define the ask in terms of next steps in this work.

For that reason, therefore, we would be suggesting that there is no immediate or short term change made to the current service model and that we as a new IJB consider what the future arrangements might look like in light of current needs, demand and service provision. The Chair agreed to provide a further update after the next Finance and Performance Committee.

c) IJB Strategic Planning Delivery & Commissioning (meeting 16.05.2023) – Updated by Paula Stevenson

2.25pm – N Austin Hart joined the meeting in person

At the meeting there was a wide ranging discussion in terms of The Right Care Right Place, this was a much more robust discussion.

- d) **IJB Transformation, Innovation and Futures (meeting 11.05.2023)** – Ian Carruthers to write up an update for Members due to attendance

7. DIRECTIONS PERFORMANCE UPDATE

KB highlighted to members that the Public Bodies Act 2014 states that an Integration Joint Board must give a direction to a constituent authority to carry out each function delegated to the Integration Authority. There is a requirement to ensure we have a robust Governance Procedure in place for Recording, Monitoring and Management of Directions.

Therefore, a governance procedure has been developed which was approved at the IJB Audit, Risk and Governance Committee, and the Health and Social Care Leadership Group, as highlighted at the start of the meeting.

There are currently 31 open directions (2 of which are superseded by new Directions, and 4 new additional Directions) where we applied a Status in terms of performance of Directions; additionally we have made suggestions where directions need closed due to being either historical or delivered.

The constituent parties will review the Directions which are historical and / or delivered where a letter will be sent from either or both parties to inform the Integrated Joint Board of the delivery of a Direction or closure with the associated paperwork.

Within the 2022 / 23, we issued a further 4 Directions to the constituent parties:

- Review of Maternity Services in Wigtownshire
- Transition of third sector commissioned services to three-year contracts
- Implement the Dumfries and Galloway Integration Joint Board's Housing with Care and Support Strategy 2020-2025
- Carers Act Funding

KB confirmed when we issue Directions we must be much more explicit. Directions which are closed will also form part of the Annual Delivery Plan.

AF highlighted the DGHSCP Website should confirm the status of Directions.

A discussion was held in terms of the role of the Social Work Committee to oversee delivery of Directions relating the functions delegated from the Council re Adult Social Work. The route must be clear for reporting outcomes to the IJB. AF reminded members that the Council and the NHS Board must report performance on delivery of Directions back to the IJB – not the other way round.

Governance Arrangements to be reviewed and shared around all the Bodies, including the Social Work Committee.

Action: JW / KB

Decision:

The Integration Joint Board:

- **Noted an overview of the status of each of the current 31 open Directions and associated actions required to ensure the new governance process is adhered to. Furthermore a central database for the recording of Directions is underdevelopment which has mapped all Directions to Strategic Commissioning Intentions, Annual Delivery Plans and Tactical Priorities.**
- **Agreed that the process on the ten recommended closures of Directions commences as per new procedure.**

8. FINANCIAL UPDATE YEAR END 2022 / 2023

KK confirmed this report presents the summary financial performance of the budgets delegated to the Integrated Joint Board as at 31st March 2023 for the financial year 2022 / 23, all number are pre scrutiny and audits.

An additional £11.457m was passed across which included brokerage funding of £9.3m received from Scottish Government on a non-recurring basis for 2022 / 23; this was passed on in full to the IJB and is repayable by the NHS Board, at the time they are in the financial balance. This does not impact at this stage.

IJB Financial Plan will go for noting to the IJB Finance, Performance and Quality Committee on the 5th July 2023.

NAH asked in terms of the reserves, the table within the paper sets out the reserves, including CoVID costs, which has now ended. KK confirmed there is a reserves policy.

Decision:

The Integration Joint Board noted:

- **Additional funding of £11.457m was released from the NHS Board to the IJB, part of which was additional financial support the NHS received from Scottish Government (SG) for 2022/23 which is repayable.**
- **All numbers are draft subject to external audit scrutiny of the NHS, Council and IJB accounts.**
- **The level of IJB ringfenced reserves held as at 31 March 2023 are £15.5m (£30.8m at 31 March 2022).**
- **The update on the IJB Financial Plan and note that a further update will be presented to the Performance, Finance and Quality Committee on 5th July 2023.**

9. INTERIM PERFORMANCE REPORTING FROM DELIVERY PARTNERS

AA highlighted to members that the IJB has 2 delivery partners: Dumfries and Galloway Council and NHS Dumfries and Galloway, the reports shared are out of date due to the timings of the meeting.

Each delivery partner has different business plans and mechanisms for reporting their operational performance through their governance structures.

These mid-year reports were presented:

- 1.1.1 To Social Work Services Committee - 9th February, 2023 ([link](#)) These are presented then shared back up to the IJB.
- 1.1.2 To NHS Board – 13 February 2023 ([link](#)) AA confirmed this also goes through the NHS Board, then back to the IJB.

This report brings together both mid-year reports from the 2 delivery partners, for information to give the IJB oversight of operational performance in relation to delegated services on one covering paper.

AF highlighted the Partner is the Local Authority not the Social Work Services, so they should be the delivery partners. The Full Council and NHS Board should delegated authority to their Committees to oversee performance of the delegated services via the HSCP.

Decision:

The Integration Joint Board:

- **Noted the mid-year operational performance reports from:**
 - **Dumfries and Galloway Council and**
 - **NHS Dumfries and Galloway**

10. DUMFRIES AND GALLOWAY ALCOHOL AND DRUG PARTNERSHIP STRATEGY AND DELIVERY PLAN 2023 – 2026

VW confirmed the Scottish Government and COSLA coproduced the Partnership Delivery Framework to Reduce the Use of and Harm from Alcohol and Drugs (2019), this sets out the expectations for Alcohol and Drug Partnerships. This includes leading the development and delivery of a local comprehensive and evidence based strategy to deliver local outcomes. This is expected to be achieved through applying a whole system approach to deliver sustainable change for the health and wellbeing of local populations.

A new three year Alcohol and Drug Strategy and Delivery Plan 2023 – 2026 has been developed, with people who have lived / living experience at its heart. Families, people with drug and alcohol problems, people in recovery, staff members and communities have contributed to this Strategy by way of focus groups, online surveys and an Alcohol and Drug Partnership Development Day.

The Strategy was approved by the Alcohol and Drug Partnership in April 2023. The accompanying delivery plan is a draft template which shows the connection between the Strategy and what the Alcohol and Drug Partnership will do. The Strategy will rely on partners contributing to and leading on delivery of areas relevant to their agency or organisation. The Alcohol and Drug Partnership Support Team will also provide support to the relevant Alcohol and Drug Partnership subgroups, organisations and partnerships.

The expectation in terms of delivery within the Strategy and MAT Standards (Medication Assisted Treatment) is going to have significant financial implementations, which may cause challenges going forward.

AMcF asked are we linking with the Police Partners. VW confirmed the excellent relationship in place with Police Scotland around the ADP table and in delivery of the key priorities of the ADP.

A question was asked by AF regarding the governance arrangements for the ADP and the role of the IJB in approving the Strategy (as the Strategic Commissioning Body). AA gave assurance that although the Governance Routes around the Alcohol and Drug Partnership had been confused, the performance framework has been completed highlighting the routes, and this will come back to a future IJB Meeting.

Action: VW / AA

3pm G Gibbons joined the meeting virtually

JW confirmed a number of conversations are had nationally in terms of the ADP governance and reporting. The ADP needs to have a reporting line up to the Community Planning Partnership.

Members agreed for the ADP Update to go via the IJB Transformation, and Innovation Futures Committee, prior to returning to the IJB, AM will amend the Rolling Agenda Matrix.

Action: AM / VW

Decision:

The Integration Joint Board:

- **Noted the development of the ADP Strategy 2023-2026 and draft Delivery Plan**

11. DUMFRIES AND GALLOWAY ALCOHOL AND DRUG PARTNERSHIP SELF ASSESSMENT

VW mentioned to improve Scotland's Public Health record we need to work together to shift our focus towards preventing ill health, reducing inequalities and working more effectively in partnership. This will require a different way of working that supports everybody as part of a wider system to move towards a shared vision for public health. As a starting point, the Scottish Government and COSLA agreed six national Public Health Priorities in June 2018, which are intended to support national and local partners across Scotland to work together to improve healthy life expectancy and reduce health inequalities in our communities. Priority 4 focuses on creating "A Scotland where we reduce the use of and harm from alcohol, tobacco and other drugs".

The Partnership Delivery Framework sets out the Partnership arrangements needed to reduce the use of and harms from alcohol and drugs. It aims to ensure that all bodies involved are clear about the accountability arrangements and their responsibilities when working together in the identification, pursuit and achievement of agreed, shared outcomes. It encourages ADPs to adopt a whole system approach to prevent the use and harm from alcohol and drugs. Scottish

Government is keen to support ADPs as they adopt and develop this way of working, and strengthen and build on their existing partnerships.

The Self Assessment Tool was developed to support ADPs deliver the Partnership Delivery Framework, Rights Respect and Recovery and the National Mission to Reduce Drug Deaths and Improve Lives. The purpose of the Self Assessment is to provide an opportunity to reflect on the challenge and opportunities that adopting the characteristics of a whole system approach might present for Dumfries and Galloway ADP and also includes key aspects of the Partnership Delivery Agreement.

VW noted the ADPs Self Assessment, is completed and shared within an Appendix.

GB asked how we as an IJB enable Partners to work jointly together, we need to change the way we work to make an impact. VW mentioned there is an opportunity within the Locality Plans for supporting the Communities.

JW suggested arranging a workshop for IJB Members around the Alcohol and Drug Partnership, VW and SM will discuss this with the Alcohol and Drug Partnership, and feedback re a date.

Action: SM / VW

Peer Support, will also be included in the Workshop, as ongoing discussions are being had in terms of this support and plans are in place Locally.

VK confirmed SDAS has a Charity Funded Post which is out for recruitment at the moment for a Health Care Support Worker Post, individual must have lived experience.

Decision:

The Integration Joint Board:

- **Noted the information and findings in the ADP Self Assessment Tool**

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

- **Wraparound Hospital to Home Service**, due to Launch on Monday 26th June, Members thanked NAH for all the work to get this service in place within the Third Sector. This Service / Role will work direct with staff within the NHS Board, and be part of the Multi Disciplinary Team.

The next meeting of the Formal IJB will be Wednesday 27th September 2023 at 2pm – 4pm – Hybrid Meeting, Venue TBC

Workshop was held with Members regarding the Performance Framework, Lead by Ananda Allan. KB presented her Governance Animation Presentation which was shared in April at the IJB Introduction Session, this can be re shared.