

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Wednesday 27th September 2023 at 2pm – 4.30pm – 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)
Greg Black	(GB)	NHS Voting Member (Virtual)
Andy Ferguson	(AF)	Substitute - Local Authority Voting Member
Gwilym Gibbons	(GG)	NHS Voting Member (Virtual)
Vicky Keir	(VK)	NHS Voting Member (Virtual)
David Slater	(DS)	Local Authority Voting Member (Virtual)
Paula Stevenson	(PS)	Local Authority Voting Member (Virtual)

Advisory Members Present:

Rebecca Aldridge	(RA)	Senior Operational Manager, Social Work (Virtual)
Norma Austin Hart	(NAH)	Third Sector Representative
Greycy Bell	(GBe)	Registered Medical Practitioner (Primary Medical Services)
Ken Donaldson	(KD)	Medical Director
Rod Edgar	(RE)	Communication & Engagement Manager (Virtual)
Fiona Gardiner	(FG)	NHS Staff Side Representative (Virtual)
Jim Gatherum	(JG)	Scottish Care Representative
Glen Graham	(GG)	Strategic Planning and Commissioning Manager (Virtual)
Pam Jamieson	(PJ)	Workforce Director (Virtual)
Katy Kerr	(KK)	Chief Finance Officer
Gail Meier	(GM)	Substitute – Interim Nurse Director (Virtual)
David Rowland	(DR)	Director of Strategic Planning and Transformation
Valerie White	(VW)	Director of Public Health (Virtual)

In Attendance:

Kirsty Bell	(KB)	Programme Manager
Laura Boyce	(LB)	Head of Midwifery and Quality Assurance Lead (Virtual)
Lyn Durrant	(LD)	GM - Women and Children's (Virtual)
Viv Gration	(VG)	Deputy Head of Strategic Planning and Commissioning
Peter Lindsay	(PL)	External Auditor (Virtual)
Stephanie Mottram	(SM)	Interim GM - Community Health and Social Care
Amber Murray	(AM)	EA to Chief Officer
Justine Parkinson	(JP)	Performance and Improvement Manager - Women, Children and Sexual Health Services Directorate (Virtual)

Apologies:

Ian Carruthers	(IC)	Local Authority Voting Member
Rhianna Davies-McCrorie	(RD)	NHS Voting Member
Chrissie Hill	(CH)	Local Authority Voting Member
Ann Farrell	(AFa)	Union Representative
Stephen Morgan	(SM)	Interim Chief Social Work Officer
Mark Kelly	(MK)	Nurse Director
Alison Warrick	(AW)	Governance Officer
Julie White	(JW)	Chief Officer

1. WELCOME, APOLOGIES AND NOTIFICATION OF SUBSTITUTE MEMBERS

AMcF went through the etiquette of the meeting.

Formal Apologies below were noted:

- Chief Officer, Julie White
- Interim Nurse Director, Mark Kelly – Gail Meier, Deputy Nurse Director Substituting
- Local Authority Staff Representative – Ann Farrell
- NHS Voting Member – Rhianna Davies-McCrorie
- Local Authority Voting Member – Denis Male, Andy Ferguson Substituting
- Debbie Cochrane – Jim Gatherum as Substituting
- Stephen Morgan – Rebecca Aldridge Substituting

2. DECLARATIONS OF INTEREST

No Declarations of Interest noted.

3. MINUTES OF THE PREVIOUS MEETINGS

The notes from 22nd June 2023 were then agreed as an accurate record, both AMcF and KD approving.

4. ACTION LIST / ROLLING AGENDA

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

5. INTEGRATION JOINT BOARD COMMITTEE UPDATES

a) IJB Committee Updates from Chairs - IJB Audit Risk and Governance (meeting 14.09.2023) – Updated by Katy Kerr / Kim Dams

KD confirmed that the paper attached provides an update on the activity of the IJB's Audit, Risk and Governance Committee which met on 14 September 2023 and includes approved minutes from its meeting on 8 June 2023. It also recommends for approval of the IJB Accounts for 2022/23 as set out below.

A number of policies and procedures are also presented for approval.

Handing over to Peter Lindsay to take us through the IJB Accounts attached as Appendix 3 & 4, in attendance today from the External Auditor. The covering letter will be reissued following approval, our letter of representation is also enclosed which KK will complete when signing the account.

PL went through Appendix 4, the IJB financial management arrangements are well established, and noted the recurring savings target was not received.

A recommendation was made around use of resources, performance management is effective, annual assessment of best value which has been carried out should be covered in the Annual Governance Plan going forward.

No other issues were noted, and PL thanks KK and all her team involved in the production of the Annual Accounts this year.

All members approved the recommendations which were highlighted.

Decision:

The Integration Joint Board:

- **Noted the update on the activity of the Audit, Risk and Governance Committee and the approved minutes from its meeting on 8 June 2023 (Appendix 1).**
- **Adopted and approved for publication and submission to the Scottish Government Health and Social Care Directorate, the IJB's audited Annual Accounts for the financial year ended 31 March 2023 which have been reviewed and scrutinised by the IJB Audit and Risk Committee and recommended to the IJB for approval (Appendix 2).**
- **Noted the covering letter and report provided by the External Auditors of the IJB providing an unmodified audit opinion for 2022/23 (Appendix 3 and 4).**
- **Authorised the Chief Finance Officer of the IJB to sign the letter of representation to the External Auditors (Appendix 5).**
- **Approved the updated Directions Policy (including new governance procedure) (Appendix 6).**
- **Approved the updated Best Value Statement 2022/2023 (Appendix 7).**
- **Approved the updated Financial Regulations Guidance (Appendix 8).**

b) IJB Finance, Performance & Quality – (meeting 05.07.2023) - Updated by Andy McFarlane

AMcF went through the key points from the notes of the above meeting. KK confirmed the Financial Position / Budget for next year in underway, also the Council Budget for the IJB has been set.

c) IJB Strategic Planning Delivery & Commissioning (meeting 27.07.2023) – Updated by Greg Black

GB mentioned the main update at the Committee is from the Strategic Planning Group, where in the Committee's Terms of Reference we must ensure this group operates effectively, at the next committee we are receiving an Annual Report from the Strategic Planning Group.

1. Dumfries and Galloway Alcohol and Drug Partnership Annual Reporting Survey 2022/23

VW mentioned a Governance Workshop around ADP is going to be scheduled for IJB Members in the New Year. This survey won't give the robust information for IJB Members.

Members approved the Survey which was described in detail at the committee, but due to not having the delegated authority to approve so was brought to this IJB.

KK mentioned a conversation was had in terms of the new IJB Committee Structure, and reflections are being reviewed. A Meeting will be scheduled with all Chairs and Committee Leads.

Action: AM

GB highlighted around minutes / actions to be clear on the acronyms as we use a number which are the same.

Decision:

The Integration Joint Board:

- **Noted the contents of Dumfries and Galloway's ADP Annual Reporting Survey**
- **Provided confirmation of agreement to approve the Dumfries and Galloway ADP Annual Reporting Survey for 2022/23**

d) IJB Transformation, Innovation and Futures (meeting 10.08.2023) – Ian Carruthers was not in attendance, so no update was provided for the rest of the meeting on 10th August.

2.26pm – L Boyce and L Durrant joined virtually

1. Maternity Service Update

LB highlighted to members following this paper is to inform of the discussion from the IJB Transformation and Futures / Innovation Committee on 10th August 2023 where it was agreed that options 1 and 2 would be recommended to the full IJB to be subject to formal consultation.

A formal consultation period is planned for October 2023 to December 2023. During this period there will be:

- Public consultation events
- Consultation with community councils and elected members
- Consultation with key stakeholders
- Further online survey
- Communications plan

LB and the Team thanked all involved in this process.

KB suggested in terms of Governance can we close the extant direction which we previously issued in terms of the review, this will be closed prior to the new NHS Board direction.

Action: KB

Decision:

The Integration Joint Board:

- **Noted the completed report Independently Chaired Local Service Review of Maternity Services Provision in Wigtownshire Locality.**
- **Considered the recommendations of the IJB Transformation and Futures/Innovation Committee on 10th August 2023 where it was agreed that options 1 and 2 would be recommended to the full IJB to be subject to formal consultation.**
- **Provided direction to NHS D&G Board to undertake formal consultation on the two options**
- **Noted the consultation timeline and accompanying data pack**

6. FINANCIAL PERFORMANCE UPDATE – QUARTER ONE

This report presents an update on the financial performance for the budgets delegated to the Integration Joint Board based on the position at the end of June 2023, Quarter One of financial year 2023/24. This position assesses the forecast financial performance for 2023/24 as compared to the original Financial Plan which was approved by the IJB in April 2023.

It is recognised the financial position for 2023/24 remains incredibly challenging and there are a number of emerging risks which, since this initial review, remain unresolved at the time of preparing this report. We currently still have a number of service and activity pressures which develop into financial pressures.

KK mentioned around the current climate situation which is also creating pressures and ongoing discussions are being had with High Wood Health around energy.

A finance update is also included in the Right Care Right Place report.

GBe asked in terms of model of delivery, the tailored support we are receiving from Scottish Government, what are we actually being provided and supported with, KK confirmed this is specifically to the NHS Board not the IJB. The challenge around this is they are not providing solutions, this is just support for identifying focus areas. Members reflected on this discussion and confirmed there are lots of difficult conversations needed to be had.

DR highlighted as an IJB we required to deliver within the budget, the refresh of the Strategic Commissioning Plan which is due next year is the start of the difficult conversations, and would it be beneficial to begin these conversations as soon as possible as an IJB.

AMcF asked around dental provision has this impacted on the budgets, KK mentioned this is a non cash limited budget it, part of the Dental Task Force work has included engagement with Scottish Government around investing.

Decision:

The Integration Joint Board noted:

- **Assurance – The IJB is asked to take assurance in relation to the update on the financial position, however, recognise that the current in-year gap is projected at £20.325m, which is an improvement from the opening Financial Plan due to the additional funding received from Scottish Government. There remains considerable risk in relation to the financial position and this is set out in the paper.**
- **Discussion – The IJB is asked to discuss the issues contained within this paper.**

7. DIRECTIONS PERFORMANCE UPDATE

KB confirmed this paper sets out an assessment of the progress on specific Directions that has been made to implement and therefore request confirmation (approval) for the closure of the following Directions be it due to being delivered or superseded by other Directions. On the 14th August 2023, the following Directions have been approved by the NHS Board to close as been delivered / superseded:

- **IJBD1901 – NHS Dumfries and Galloway are directed to withdraw all General Practitioner, Practice Nurse and dispensing services from Johnstonebridge**
- **IJBD1705 – Transforming Wigtownshire Programme – Co-produce the review and design of Health and Social Care Services in Wigtownshire**
- **IJBD1706 - Develop a Service Planning Framework**
- **IJBD2202 – Partnership Delivery Plan**

KB is also linking with Social Work in terms of the Local Authority being aware of all the Directions.

Decision:

The Integration Joint Board:

- **Approved following approval at the NHS Board on 14th August 2023, the Integrated Joint Board is asked to approve the closure / or that extant Directions that have been superseded and that the appropriate evidence has been provided.**

8. RIGHT CARE RIGHT PLACE, INTERMEDIATE CARE

DR introduced the report which was shared with members, this piece of work was part of a 3 prong approach to transform our community services. The process so far has been rigorous and objective in terms of the consultation and engagement that has been undertaken so far, including the analysis of the outputs which was undertaken objectively by a third party organisation.

In terms of today we are not looking for an definitive decision on the 4 Cottage Hospitals where in-patient beds remain temporarily suspended. Rather we are looking to continue with those temporary closures until we can conclude the work with local communities on the future use of these sites for the delivery of health and

social care in local areas. We are looking on a decision of Year 1 Commissioning Plan.

VG acknowledged everyone involved in this process and highlighted the importance of this work in terms of the financial situation and better meeting people's needs within the Community.

The paper has been reconsidered in a number of forums. An overview of all the work is included in the report / appendices.

VG highlighted all the key important points and set out the Strategic Directions.

PS asked a question raised by a Member of the Public, has the definition of intermediate bed changed during consultation , VG mentioned this came not just from the Public but it has come from Partners when we were reaching for clarity operationally.

DR mentioned this is not a substantive change at the moment in terms of current registration, pathways may change but no different service to be provided.

JG raised his points around DR comments in terms of Care Homes. He welcomed the review it has been outstanding and congratulated the Home Teams. The main point to raise, is around the solid foundation, Care Homes following the Pandemic are not in the same state in terms of the market, at least 2 Care Homes across Scotland close weekly.

JG also mentioned a number of the points raised, are National concerns not only Locally, but this will affect Care Homes locally the pressure on staff at the moment is significant. JG asked for us to undertake a review of all Care Homes, to support this piece of work, there is a number of assumptions within the report but no Care Home Operational intelligence, DR and VG will pick this up out with the meeting with JG.

Action: DR / VG

AF highlighted to members this is an aspirational piece of work and document. A requirement is for Strategic Planning officers to come into the IJB, as planning is a main concern for the future, this is also the same regarding transport.

GB thanked JG for the helpful overview and agreed the document does talk about the Care Home system, but a requirement is to include the key risks and future plans this could be laid out in a risk register view. Transport is a weakness in a Rural area. Final point around regular panel meetings, local events is not well attended and thoughts are required going forward regarding good attendance.

VG mentioned there is a challenge we all need to take on how to deliver on plans and will be part of this support / actions.

GB acknowledged JG comments, no one is prepared or ready for change but this is not an option, we must drive this forward.

It was noted that within the finance section of the paper, there is not an affordability assessment included. KK will work this through into the next year's budget, members must be clear this is not signed off at this stage.

NAH finished with her comments around Community Planning Partnership, how much opportunity has the consultation work had to progress involving Community Planning Partnership, VW confirmed herself and J White are members of the Community Planning Partnership.

KD echoed all the comments raised today and thanked everyone involved in this process. The engagement is difficult but this has been greatly received.

SM added some realism around the updates discussed, as General Manager for Community Health and Social Care this will give a real opportunity to work through the Medium and Long Term Plan. On 1st September we had 67% patients in the wrong place within Cottage Hospitals, a year down the line we cannot still be in this position we must try and deliver the model presented.

AMcF discussed with DR in terms of an email received regarding Kirkcudbright Hospital, DR will link with the individual with answers to the questions.

Action: DR

Decision:

The Integration Joint Board:

- **Confirmed that the process to date and associated outputs are consistent with the Project Mandate**
- **Confirmed that the process of engagement and participation and the consultation process itself have been conducted appropriately and in a way that is proportionate to the subject matter**
- **Noted consultation activities and outcomes, including relevant impact assessments**
- **Approved the definition of Flexible Bed Based Intermediate Care following revision as a result of consultation. The revised definition is 'Flexible bed based intermediate care is**
 - **a bed that can be used when a person can no longer live safely in their home but does not need to be in an Acute Hospital**
 - **delivered within a service that will deliver care and support in line with their Care Inspectorate registration**
 - **has wraparound health and social care and support from Home Teams and/or specialist health and social care teams that meets the need of the person**
- **Approved and issued the following proposed directions**
- **Recommended that The Health and Social Care Partnership engage and work in partnership with Dumfries and Galloway Council Strategic**

Housing Team to shape and influence the Strategic Housing Needs Assessment, to help develop future housing models that can support the delivery of health and social care through the Strategic Housing Forum and to support their delivery through contributing to the Strategic Housing Investment Plan. This will include the need for affordable housing for new staff moving into the region.

- Recommended that The Health and Social Care Partnership engage and work in partnership with Dumfries and Galloway Council Planning Team to shape and influence Local Development Plan 3, ensuring the need for housing and facility development to support health and social care delivery is fully reflected and that opportunities for the re-purposing of existing Council and NHS properties, as well as the development of new facilities to deliver bed based intermediate care, are identified and delivered
- Recommended that the Health and Social Care Partnership engage with Dumfries and Galloway Council, NHS Dumfries and Galloway and local communities to understand transport needs to support travel for people accessing flexible bed based care, their families and Carers.
- Recommended that the IJB Transformation, Innovation and Futures Committee consider the concept of 20 minutes neighbourhoods and bring forward a report to a future IJB meeting on whether this should be adopted as a principle for future planning
- Noted the financial framework for year 1 proposals as set out in section 5.

4.13pm G Graham joined virtually

9. COMPLEX NEEDS PLAN

KB highlighted that there is two current extant Directions (IJBD1702 and IJBD 1803) on scoping out our local implementation plan on the National Learning Disability Strategy are closed due to being delivered and we will issue another Direction if agreed.

DR mentioned to Members the background and policy drivers in relation to the development of the Draft Complex Needs Plan and accompanying draft implementation plan and seeks approval for both. The work has been completed in partnership with people with lived experience.

GG highlighted also included are the levels of engagement undertaken in the development of the plan and the commitment to ongoing engagement during the life of the plan and in the delivery of the implementation plan. A number of the pieces of work are already underway. The move from a Strategy was the reason to see action.

AF asked around the transition from Children to Adult service which GG confirmed is included in the implementation plan, the transition work has already begun. A

number of sessions have been held and an ask was to include more detail regarding this which has been highlighted and will continue to develop.

RA ongoing work is continuingly closely with young families which are engaged in the work in terms of transition which also includes education members.

KD asked how we link in with National Programmes, the living fund has been part of the wider model.

Decision:

The Integration Joint Board:

- **Noted the contents of the final draft Complex Needs Plan and implementation plan**
- **Approved the final Complex Needs Plan 2023-2026 and accompanying implementation plan**
- **Approved that a Direction (appendix 5) is issued to Dumfries and Galloway Council and NHS Dumfries and Galloway to implement the plan.**

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

No AOCB was noted.

The next meeting of the Formal IJB will be Thursday 7th December 2023 at 2pm – 4pm – Hybrid Meeting, Venue Seminar Room 1, Education Centre, DGRI