



**Dumfries and Galloway  
Integration Joint Board  
Finance, Performance and Quality Committee**

**Minute from Wednesday 5<sup>th</sup> July 2023 at 2pm**

*For Approval*

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) Finance,  
Performance and Quality Committee held on Wednesday 5<sup>th</sup> July 2023 at 2pm via  
Microsoft Teams**

**Voting Members Present:**

Andy McFarlane	(AMcF)	(Chair) Local Authority Voting Member
Gwilym Gibbons	(GG)	(Vice Chair) NHS Voting Member
Denis Male	(DM)	Local Authority Voting Member
Vicky Keir	(VK)	NHS Voting Member

**Advisory Members:**

David Rowland	(DR)	Director of Strategic Planning and Transformation
Julie White	(JW)	Chief Officer / Chief Operating Officer

**Supporting Members:**

Norma Austin Hart	(NAH)	Third Sector Representative
Sean Barrett	(SB)	Finance and Information Manager Social Work Services
Kirsty Bell	(KB)	Health and Social Care Programme Manager
Cara Gillespie	(CG)	Independent Sector Lead, Scottish Care
Viv Gration	(VG)	Deputy Head of Strategic Planning and Commissioning
Amber Murray	(AM)	EA to Julie White, Chief Officer / Chief Operating Officer
George Noakes	(GN)	Assistant Performance & Intelligence Manager
Peggy Taylor	(PT)	Contracts Manager, Strategic Planning and Transformation Directorate
Susan Thompson	(ST)	Deputy Director of Finance, NHS D&G

**Apologies**

Katy Kerr	(KK)	Director of Finance
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## 1. Welcome, Introduction and Apologies

These were noted as above.

## 2. Declarations of Interest

Both NAH and CG highlighted their Declarations of Interest in terms of Item 8 on the Agenda, due to being employed by a commissioned service.

## 3. Draft Minute of the Meeting of the 13<sup>th</sup> April 2023

Notes were approved as an accurate record of the meeting.

## 4. Action Plan / Rolling Agenda Matrix

Action Plan and Rolling Agenda were noted and will continue to be updated.

**Short Break Service Update** – due to leave and other commitments, the update will come to the IJB Transformation, Innovation and Futures Committee on 10<sup>th</sup> August. AM will share the invite to all IJB Members for this committee.

### Finance

## 5. Financial Recovery Plan Update

ST took members through the report providing an update to the IJB Finance, Performance and Quality Committee of the work currently underway on the 2023/24 financial position.

Table 1 included in the Paper, highlights the confirmed position, we still have remaining risks within the plan.

Energy prices have not been at the predicted high level contained within the plan, cost pressures are being picked up regularly with the General Managers. ST also highlighted the various finance workstreams that have been set up for the year and will be scrutinising performance against the plan.

Tailored support arrangement for the NHS Board is now in place formally, Scottish Government are putting in support into a number of NHS Boards to provide enhanced scrutiny of the financial position. This will continue to be an important high level piece of work which we will report into Board and IJB.

AMcF asked about the terms of the Council Budget and the allocation to the IJB. SB confirmed that this has been set and is the exact amount Scottish Government funded for Adult Social Care, this is a balanced position and all services are working towards identifying savings. Next year's budget / calculations begin August / September. Members then consider the Council position in relation to the delegated budget.

JW mentioned the need to continue on the focus on the recurring savings. This is an extremely challenging position for the IJB this year and recurring schemes continue to be identified by the Directorates however there is still a gap in relation to the delivery of the plan. The schemes will come back through this committee.

**2.24pm Gwilym Gibbons joined the meeting**

**Decision,**

**The Integration Joint Board Finance, Performance and Quality Committee:**

- **Noted the processes in place to deliver the Financial Plan within a minimum of £25m deficit recognising the continued level of pressures within the system.**

## **Performance**

### **6. Directions Performance Update**

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, Health and Social Care Leadership Group and Integrated Joint Board (**Appendix 1**).

KB confirmed currently there are 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

GG asked in terms of the column regarding the process of the Directions, could we include in the table a timescale, KB is in the process in completing this piece of work.

**Action: KB**

AMcF thanked KB for all the ongoing work going into this process and also asked in terms of Home Teams, should this be closed due to us having these in place. KB mentioned she will seek assurance around this Direction.

DR highlighted in terms of Palliative Care, a lot of effort and time has gone into developing an action plan for delivery, a steering group has been re-established and will be moved into an operational space so will be moving across to the PMO space.

KB mentioned when Directions are issued, some don't have an associated budget, so this will be included around financial implications.

**Decision,**

**The Integration Joint Board Finance, Performance and Quality Committee noted:**

- **This paper provides 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.**
- **This paper requests that due process on the ten recommended closures of Directions commences as per new procedure.**

## **7. Governance Structure for Contract Monitoring**

VG attended the meeting today and provided an overview of a presentation in terms of which AM will share with members following the meeting.

**Action: AM**

GG mentioned around procurement and development, how much flexibility is there around procurement. VG highlighted it varies, there is a level of flexibility mainly in terms of quality. The community benefit piece has always been included.

CG highlighted as a provider they have a mixed economy, with a number of charities and social enterprises. VG mentioned essentially you have your registered and non registered providers and agreed that this language will be reflected through the structure.

**Action: VG**

NAH highlighted that Third Sector are keen to be involved from the beginning right through to delivery, all parts of Scotland have had concerns to get this correct. The Commissioning Team participated in a recent H&SC Forum which the Third Sector held and the feedback was very positive.

**2.58pm Peggy Taylor joined the meeting**

## **8. Third Sector Contract Monitoring Report**

PT mentioned The Health and Social Care Partnership commissions 156 different services from 105 provider partners. The cost of these services totals over £70m per annum which is approximately a quarter of the annual Integration Joint Board budget.

A presentation was given and the report provides a copy of the latest contract monitoring for Third Sector provider partners, following a previous agreement by this committee to provide regular contract monitoring reports. AM will share presentation with members.

**Action: AM**

**3.08pm George Noakes joined the meeting**

GG asked where there are contracts not performing appropriately is this included in the scoring, PT confirmed all risks are identified with "Red, Amber or Green". GG asked that there is greater detail re the output of the RAG exercise e.g. are those with a higher risk rating providing a small amount of services, are they large Providers, how many service users impacted etc.

DR mentioned this will be reflected in future reports, PT and VG will take the feedback and review the scale / scope of the risks.

**Action: PT / VG**

NAH mentioned regarding linking with other non commissioned Third Sector Partners in reviewing delivery of contracts., VG confirmed work is ongoing at the moment and she will take account of this feedback.

**Decision,**

**The Integration Joint Board Finance, Performance and Quality Committee:**

- **Noted the results of recent contract monitoring of third sector commissioned services**

## **9. IJB Annual Performance Report 2022 / 2023: First Draft**

Under the Public Bodies Act 2014, the Integration Joint Board (IJB) is required to publish an Annual Performance Report each year. Publishing the IJB Annual Performance Report 2022 / 23 by the 31<sup>st</sup> July 2023 will fulfil the IJB's reporting requirements under the 2014 Act.

In March 2022, the IJB published a new Strategic Commissioning Plan and Performance Management Framework. In line with these documents, this APR follows a different format.

The draft IJB Annual Performance Report for 2022/23 is included as Appendix 1, for discussion. It provides information for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 on performance against a range of indicators, this will be discussed wider in the Workshop following this meeting with all IJB Members. GN and DR have asked for everyone to review and read the document, as this is extremely important.

Highlights within the report include increase on Consultation and Engagement over the year, including Time to Talk, Right Care, Right Place and Maternity Service Review. The timetable with the final draft will go to another committee for approval.

**Action: GN / AA**

**Decision,**

**The Integration Joint Board Finance, Performance and Quality Committee:**

- **Discussed the 2022 / 23 IJB Annual Performance Report in first draft and approved in principle the approach towards content and format.**
- **Discussed the report contents in greater detail during the workshop following the committee**

## **10. Any Other Business**

No AOCB was noted.

## **11. Date of Next Meeting**

The next meeting of this Committee will be held on Thursday 12<sup>th</sup> October 2023 at 2pm via Microsoft Teams

Workshop Session was Lead by George Noakes, on Annual Performance.