

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Thursday 7th December 2023 at 2.30pm – 4.30pm – Hybrid – Seminar Room 3, DGRI

Voting Members Present:

Andy McFarlane	(AMcF)	Local Authority Voting Member (Chair) (Virtual)
Kim Dams	(KDa)	NHS Voting Member (Vice Chair) (Virtual)
Greg Black	(GB)	NHS Voting Member (Virtual)
Ian Carruthers	(IC)	Local Authority Voting Member (Virtual)
Rhianna Davies-McCrorie	(RD)	NHS Voting Member (Virtual)
Gwilym Gibbons	(GG)	NHS Voting Member
Denis Male	(DM)	Local Authority Voting Member (Virtual)
Paula Stevenson	(PS)	Local Authority Voting Member (Virtual)

Advisory Members Present:

Greycy Bell	(GBe)	Registered Medical Practitioner (Primary Medical Services)
Claire Brown	(CB)	Third Sector Representative (Virtual)
Debbie Cochrane	(DC)	Scottish Care Representative (Virtual)
Ken Donaldson	(KD)	Medical Director
Rod Edgar	(RE)	Communication & Engagement Manager
Pam Jamieson	(PJ)	Workforce Director (Virtual)
Mark Kelly	(MK)	Nurse Director (Virtual)
Katy Kerr	(KK)	Chief Finance Officer
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

In Attendance:

Ananda Allan	(AA)	Performance and Intelligence Manager (Virtual)
Kirsty Bell	(KB)	Programme Manager
Laura Boyce	(LB)	Head of Midwifery & Quality Assurance Lead, Women's, Children's & Sexual Health Directorate (Virtual)
Elizabeth Forsyth	(EF)	Strategy Support Manager (Virtual)
Viv Gration	(VG)	Deputy Head of Strategic Planning and Commissioning (Virtual)
Nicole Hamlet	(NH)	Deputy Chief Officer
Amber Murray	(AM)	EA to Chief Officer
Justine Parkinson	(JP)	Performance and Improvement Manager, Women, Children and Sexual Health Services Directorate (Virtual)
Rebecca Scott	(RS)	Senior Procurement Officer, D & G Council (Virtual)
Sharon Walker	(SW)	Commissioning Liaison Manager (Virtual)
Alison Warrick	(AW)	Governance Officer (Virtual)
Julie Watters	(JWa)	Chief Internal Auditor (Virtual)

Apologies:

Norma Austin Hart	(NAH)	Third Sector Representative
Fiona Gardiner	(FG)	NHS Staff Side Representative
Karen Martin	(KM)	Unpaid Carers Representative

1. WELCOME, APOLOGIES AND NOTIFICATION OF SUBSTITUTE MEMBERS

AMcF went through the etiquette of the meeting, highlighting to members the importance when meetings are hybrid to confirm attendance to Amber Murray / Business Support Team.

Formal Apologies below were noted:

- Karen Martin – Unpaid Carers Representative
- Fiona Gardiner – NHS Staff Side Representative

Substitute:

- Third Sector Representative – Claire Brown attending as Substitute for Norma Austin Hart

2. DECLARATIONS OF INTEREST

No Declarations of Interest noted.

3. MINUTES OF THE PREVIOUS MEETINGS

The notes from 27th September 2023 were then agreed as an accurate record, both AMcF, GG and RD approving.

4. ACTION LIST / ROLLING AGENDA

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

14.36 I Carruthers joined the meeting in person

5. 2024 IJB MEETING / IJB COMMITTEE DATES / STRATEGIC PLANNING GROUP

All meeting dates / deadlines are shared within the papers, all issued into the appropriate members diaries.

AMcF confirmed following the Session on Monday 27th November 2023 with Members, a discussion was had in regards to the attendance for the main Integration Joint Board Meetings, these Meetings will be booked over the Region, Venues to be confirmed and meetings to be held **in person**, unless exceptional circumstances.

DR raised a point in terms of attendance / quoracy at the time of recess in Local Authority where the Chair and Members agreed to continue as scheduled but if they cannot attend, substitutes must attend.

The IJB agreed to schedule an additional session in April to look at the Budget process, this has been similar to previous years, AM will schedule for April 2024 and in future years this will be a standalone meeting.

Action: AM

Decision:

The Integration Joint Board:

- **Approved the dates shared.**

6. MEMBERSHIP UPDATE

KB provided a verbal update to members, highlighting the requirement for additional Members, KB is linking with Stella MacPherson.

Previously there were six members on the IJB Finance, Performance and Quality Committee, but four on other Committees. It was deemed previously to have the IJB Chair and Vice Chair and four additional members. KB will pick this up offline and will come back with an update.

Action: KB

7. INTEGRATION JOINT BOARD COMMITTEE UPDATES

a) IJB Committee Updates from Chairs - IJB Audit Risk and Governance (meeting 30.11.2023) – Updated by Katy Kerr / Kim Dams

- KK mentioned the Chief Social Work report was shared, and the committee asked for this to come to the next IJB in March 2024.
- KB highlighted a risk workshop will be scheduled in the New Year. IJB Members must take ownership of the IJB risks so as to understand the impact of decisions / directions being issued where the subject experts will also be around the table.

Action: KB / AM

b) IJB Finance, Performance & Quality – October Meeting postponed, AMcF as Chair mentioned a requirement for all committees to take place.

- KB outlined that it had been agreed that the committee scheduled for January 2024 will be a focus on the extant Directions with a report coming back into the IJB scheduled in March 2024. And that the oversight of issued directions should be the main focus of this committee.

14.47 L Forsyth / V Gratton joined the meeting virtually

Confusion was raised regarding whether these papers were for noting or approval – KB confirmed that these are for approval as recommended from the assurance Committee - Strategic Planning, Delivery and Commissioning. These papers have gone through the Committee where a deep dive and level of scrutiny was had by way of assurance to the IJB for approval.

c) IJB Strategic Planning Delivery & Commissioning (meeting 26.10.2023) – Updated by Greg Black

1. Carers Strategy Delivery Plan

GB confirmed this went to the committee and was reviewed highlighting the Scottish Government published a new National Carers Strategy in December 2022 and the paper sets out work required to develop a local delivery plan for that strategy.

All appendices to the report went to the Committee and are shared and published on the Website.

The Communication and Engagement Plan sets out who the key stakeholders are and our approach to completing this. A taskforce is in place for Carers and this will be discussed within this group for taking forward.

Carers with lived experience meet on a regular basis called the ECHO Group.

RD highlighted she fully supports this approach and is over the moon that this is in place.

KB noted a Direction is required to be issued.

Decision:

The Integration Joint Board:

- **Noted the publication of a National Carers Strategy 2022**
- **Noted that there is no longer a statutory requirement for a local carers strategy**
- **Approved and recommended to the Integration Joint Board:**
 - **the development of a Dumfries and Galloway Carers Strategy Delivery Plan 2024 – 2027; and**
 - **the Draft Engagement Plan, including timeline for delivery and will issue a Direction**

2. D&G Independent Advocacy Plan

GB mentioned to members, there is a statutory requirement under the Mental Health (Care and Treatment) (Scotland) Act 2003, updated 2015, on local authorities and health boards to ensure the availability of independent advocacy services in their area.

LF confirmed the engagement is due to go live on the 08.12.2023, and is due to take place over a period of 12 weeks, the document will continue to be tweaked when thoughts / suggestions are provided.

Volunteers are due to voice the animation; this was feedback from the Powerful Voices Group. The easy read and plain English version will be published on the 08.12.2023.

KB mentioned as per above, a Direction is due to be published for this plan.

Action: KB

GB asked what is going to change what is currently being provided at the moment, LF mentioned the previous plan expired in April 2021, so there is no active plan so no significant changes, but the feedback will be fed back to providers / commissioners.

14.57 S Walker and R Scot joined the meeting virtually

The Alcohol and Drug Partnership is fully engaged and involved in this. This is a Dumfries and Galloway Advocacy Plan which will cover right across the organisation. SM supports the working in Partnership is such a benefit and much more engagement will take place.

Members agreed for the decisions to be reviewed in terms of wording and can be shared prior to the meeting.

Action: KB / LF

Decision:

The Integration Joint Board:

- **Noted the statutory requirement to provide independent advocacy is available and the MWC guidance to have an advocacy plan in place by 31 March 2024**
- **Supported and recommended to the Integration Joint Board:**
 - **the intention to develop a joint plan, with Dumfries and Galloway Council and NHS Dumfries and Galloway to meet this requirement;**
 - **the structure of the draft Independent Advocacy Plan in Appendix 3 be used as the basis for engagement with key stakeholders in line with advice from Healthcare Improvement Scotland Communications and Engagement Team; and**
 - **the draft communications and engagement plan at Appendix 4**

3. Non Registered Third Sector Contracts

Dumfries and Galloway Council and NHS Dumfries and Galloway commission a range of Health, Social Care and Support Services on behalf of the Integration Joint Board.

The total annual spend is £89.1million, £12million of this relates to non-registered third sector partners across 72 commissioned Services. Some of the contracts for these services have been in place for many years and are not compliant with current procurement rules.

The Committee explored the risks and the implications and the committee challenged back the timeline to deliver this piece of work.

The procurement timeline is March 2025, this falls in with the Mandatory timelines.

DR highlighted we must follow the tender and procurement process, and what is suggested is working to complete this and bring back a

proposal to the IJB, SW confirmed having a clear process to follow is key.

CB mentioned there will be winners and loser, the first tranche of Contracts is due out this week with a tight turnaround, a number of conversations are being had in terms of these contracts.

GG highlighted another risk is around the Third Sector Partners as they go through the tendering process, a number of the services provided now may be more costly.

The output of this piece of work should come via the IJB not Local Authority Committee's, us as members must be aware of the procurement process.

Decision:

The Integration Joint Board:

- **Noted that several long standing contracts with non-registered third sector partners are not compliant with current procurement rules**
- **Noted the procurement process and timeframe required to achieve compliance with procurement rules for non-registered third sector services with non-compliant or no contract in place.**
- **Approved the IJB issue a direction to both Dumfries and Galloway Council and NHS Dumfries and Galloway to commission services differently or terminate contracts that are not delivering as expected.**

4. Care and Support at Home Evaluation

VG mentioned we've been working differently with Care and Support at Home Providers over the course of the last year and have been commissioning differently, where they've been being paying on planned, rather than on paying on task, the main aim is to provide more capacity / flexibility to address some of the system pressures.

The diagram within Page 4 illustrates the increased number of packages of care being picked up and the reduction of patients being delayed within the Hospital waiting for Care and Support at Home. We continue to experience system pressures however we are seeing an impact by adopting this approach.

Health and Social Care Leadership Group (for the Partnership) asked to continue the payment on planned.

VG highlighted an ask around continuing the payment on planned until the end of this financial year and include this within the future

budget setting process for beyond that and also a direction to look to deliver the programme of work in relation to Care and Support at Home to continue that momentum that we're starting to see and move across there within a very fragile market but and also against some significant service pressures.

Members thanked the team for all the work that has taken place. VG will pass on the thanks to the teams involved. KD echoed the discussion regarding the process, the complexity of the work.

DC highlighted that this work is fantastic where the relationship with the Community Waiting Times Team has been a good introduction, and will support the process going forward.

This is not just focussed on the hospital delays, as this is about the overall level of care not yet provided across the region.

Members agreed for a focus session to be arranged including HSCLG Members, AM will arrange this for the New Year.

Action: AM / KB

Decision:

The Integration Joint Board:

- **Noted the need for transformational change in approach to assessment, commissioning and delivery of CASH**
- **Noted the evaluation report for the recent CASH Test of Change, including the impact on current system pressures and the CASH market**
- **Noted the work underway within the newly established CASH Division to support deliver a change in approach to ensure best use of resources to meet the needs of people in Dumfries and Galloway.**
- **Noted that reports from Community Directorate will be provided every three months to enable oversight of progress and assurance on continued impacts.**
- **Discussed the combination of CASH Workplan, Home Teams and Right Care, Right Place as a Community Transformation Programme. Consider re-establishing a Programme Board to oversee these three interlinked developments within community health and social care.**
- **Recommended to the IJB that they issue Directions to Dumfries and Galloway Council to:**
 - **include the future funding of payment on planned as part of the 2024/25 budget setting process**

- to deliver the proposed programme of work in relation to **CASH**

d) IJB Transformation, Innovation and Futures (meeting 16.11.2023) – Updated by Ian Carruthers.

IC thanked the team for the level of support provided before, during and after the committees.

An update on the Primary Care Transformation was presented to the Committee where another update will be brought back to the February 2024 Committee, and VW mentioned we should include Dental in this update as well.

KB mentioned she is working with the Project Manager around and Evaluation piece to ensure we are measuring the impact of the transformation work,

JW highlighted to members that there has been a GP Sustainability Taskforce established which met for the first time this week and they will feedback via this Committee.

8. FINANCIAL PERFORMANCE UPDATE – QUARTER TWO

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 September 2023 - Quarter Two 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.

The opening position is 25 million deficit for the delegated budget but the positive piece in the report, as at the Quarter 2 Review, this has improved to 20 million. Key changes are within the plan is 1.3 million additional IJB Reserves will be used this year.

KK mentioned the NHS Board Position is also highlighted within the report, support and intervention framework has been set up, and NHS D&G are involved in this, highlighting the categories.

The budget will be reviewed in an additional meeting of the IJB in April, the IJB Finance, Performance and Quality Committee in January.

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 £20.071m, which is an improvement from the**

opening Financial Plan due to the additional funding received from Scottish Government and a change in overall forecast position. 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.

9. IJB ANNUAL PERFORMANCE REPORT 2022 / 2023

Under the Public Bodies (Joint Working) (Scotland) Act 2014, the Integration Joint Board is required to publish an Annual Performance Report by the end of July each year. To fulfil the IJB's reporting requirements under the 2014 Act, a draft version of the IJB Annual Performance Report 2022/23 was published by the 31st July 2023.

The Final IJB Annual Performance Report for 2022 / 23 are included as Appendix 1, for approval. It provides information for the period 1st April 2022 to 31st March 2023 on performance against a range of indicators, which have been updated to the latest published figures.

Members supported the Easy Read document, and thanked colleagues for the approach.

Decision:

The Integration Joint Board:

- Approved the 2022/23 IJB Annual Performance Report FINAL for publication.
- Approved the 2022/23 IJB Annual Performance Report EASY READ for publication.

10. WINTER PLAN PRESENTATION

KB provided a strategic overview of the Winter Preparedness Checklist, which is completed on an Annual Basis commissioned from Scottish Government. AM will share this presentation with members, and can also be shared on to the website.

Action: AM

AMcF asked what the definition of a Virtual Beds means, KB clarified that this is a criteria led approach for medical consultants to manage patients in their own home.

16.22 L Boyce and J Parkinson joined the meeting virtual

11. MATERNITY SERVICES REVIEW - WIGTOWNSHIRE

LB mentioned following discussion at the Integration Joint Board on 27th September 2023, a direction was issued for NHS Dumfries and Galloway to undertake formal consultation on two options for Maternity Services in Wigtownshire following an extensive engagement period earlier in the year; this was inclusive of an options appraisal.

This paper informs the progress made on the consultation process and provides an update on the anticipated timeline. The formal consultation was originally to commence from October until December, this was delayed and has commenced on the 20th November, and will run until the 11th February 2024.

LB mentioned around the media challenges, as colleagues are continuing to encourage members of the public to be involved as part of the consultation on both options, there is also concerns around the options offered, where we are talking about Low Risk Pregnancies, this is not for all births.

A discussion was had in terms of communications being wider, linking with Child Pre School and Child Smile.

LB confirmed a number of drop in sessions have been arranged which have been poorly attended, another MSP session been arranged for the 19th December 2023.

Decision:

The Integration Joint Board:

- **Noted the timeline for consultation and necessary governance routes**
- **Noted the consultation materials provided with this report**

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

- a) **Correspondence from Maree Todd MSP, Minister for Social Care, Mental Wellbeing and Sport & Elena Whitham MSP, Minister for Drugs & Alcohol Policy** – JW alerted members around the attached correspondence, a plan is required to be developed to improve both mental health and substance use. Within Dumfries and Galloway our Mental Health and Substance use sits within the same directorate, Justin Murray our General Manager has been nominated on our behalf.

The next meeting of the Formal IJB will be Tuesday 5th March 2024 at 10am – 3pm – Hybrid Meeting, Venue TBC