



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

Minute from Tuesday 9th April 2024 at 2pm

For Approval

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) Finance,
Performance and Quality Committee held on Tuesday 9th April 2024 at 2pm via
Microsoft Teams**

Voting Members Present:

Andy McFarlane	(AMcF)	(Chair) Local Authority Voting Member
Andy Ferguson	(AF)	Local Authority Voting Member
Gwilym Gibbons	(GG)	(Vice Chair) NHS Voting Member
Vicky Keir	(VK)	NHS Voting Member

Advisory Members:

Ananda Allan	(AA)	Performance and Intelligence Manager, Strategic Planning and Transformation
Nicole Hamlet	(NH)	Chief Officer / Chief Operating Officer
Katy Kerr	(KK)	Director of Finance
David Rowland	(DR)	Director of Strategic Planning and Transformation
Julie Watters	(JW)	Chief Internal Auditor, NHS D&G
Alan Webb	(AWe)	Chief Executive Officer, Third Sector Dumfries and Galloway

Supporting Members:

Fiona Kane	(FK)	Scottish Care Representative
Donna Maxwell	(DM)	Performance and Improvement Manager, Strategic Planning and Commissioning
Amber Murray	(AM)	EA to Chief Officer / Chief Operating Officer
Peggy Taylor	(PT)	Contracts Manager, Strategic Planning and Transformation Directorate
Alison Warrick	(AW)	Governance Officer

Apologies:

Kirsty Bell	(KB)	Programme Manager
-------------	------	-------------------

1. Welcome, Introduction and Apologies

No apologies were noted.

2. Declarations of Interest

No Declarations of Interest was noted prior or at the meeting.

3. Draft Minute of the Meeting of the 9th January 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.

Action 12: Mental Health Strategy – NH will pick up a discussion with J Murray and this will feed through the appropriate committee.

Action: NH

14.07 Gwilym Gibbons joined the meeting

Performance

5. Directions Performance Update

DM provided a Directions presentation developed for this Committee. The presentation was provided and can be shared following this meeting.

Action: AM

DM advised that this update / format have gone through the Social Work Committee and the format is presented for discussion to inform the future Governance Arrangements.

AMcF asked in regards to the diagram shared, should a number of the arrows be amended, DM mentioned the routes for issuing the directions is missing and will be added in terms of the routes down through the Partnership.

Action: DM

AW highlighted the level of detail being presented is extremely Operational and we are a Strategic Board. DR confirmed the Health and Social Care Partnership does need to demonstrate a significant degree of Operational Delivery for both NHS / Local Authority. He went on to explain that, for those functions delegated to the IJB by the Council, there is a need for detailed reporting to the Social Work Committee and that the reporting to this Committee should be more focused on the delivery of the associated Directions and the impact on the National Health and Wellbeing Outcomes, as well as the local Strategic Commissioning Intentions.

The council committee reporting process has changed, and AF mentioned was this completed prior to the new process, this will be amended to suit.

Action: DM

DM went through the KPIs / Positions in terms of each Direction.

It was agreed that the 9 National Health and Wellbeing outcomes should be linked through the Directions. NH will pick up a discussion with Operational Teams to look at mapping this across.

Action: NH

AA confirmed herself and colleagues will be going through this with a fine toothcomb.

6. Quarterly Community Planning Partnership Performance Update

AM / KB will pick up a discussion with V White in terms of reporting through this Committee. V White was not in attendance today.

Action: AM / KB

2.51pm P Taylor joined the meeting

7. Contract Monitoring Report: Care Home

PT confirmed on behalf of the Health and Social Care Partnership (HSCP) the Commissioning Team monitors contracts for all adult commissioned services.

The findings of the contract monitoring of Care Home provider partners for the period 1st April 2022 – 31st March 2023, the table in 3.2 has this broken down.

In terms of:

- **Compliance** – a percentage has been provided in terms of Care Homes
- **Intelligence** – this is included in terms of management etc and staff / recruitment and concerns are included.

PT went through Appendix 2, which was shared round colleagues includes the risks and what is being checked against the matrix / scores. These get picked up on an ongoing basis within the Care Home Visits which the Care Home Tactical Team have undertaken. DR / PT will pick up a discussion offline in terms of an anonymous RAG Status which will allow members to see the changes.

Action: DR

GG asked in terms of the High Risk Level, the number of beds is not filtered into the risk score, they are completed differently.

A wider discussion was had in terms of the anonymous detail and it was noted that we can hold discussions in an “in committee” session which has done previously so we can review the risks in clearer detail. DR highlighted the reason for the anonymous approach.

NH highlighted in terms of this report, this is to seek assurance, where responses / details will be developed.

FK mentioned in regards to concerns raised Nationally around staffing, Scottish Care are linking with Scottish Government about and a discussion to Elected Members could benefit.

Decision,

The Integration Joint Board Finance, Performance and Quality Committee:

- **Noted the outcome of recent contract monitoring of commissioned care homes.**
- **Discussed issues raised from recent contract monitoring and suggested actions.**

8. Any Other Business

Committee Membership / Terms of Reference

AW highlighted the Report is brought before this Committee today following discussions on providing a consistent approach to the voting membership of all IJB committees and to formally approve the committee Terms of Reference following the inclusion of Independent Sector and Unpaid Carer Representative of each Committee.

Previously back in 2016 this committee had 6 Voting Members, including the IJB Chair / Vice Chair, but we currently do not have the capacity in our Membership for 6 Voting Members, so will reduce this to 4 Voting Members, but to include Kim Dams as Vice Chair. AMcF agreed for AW to link with K Dams / members.

Action: AW

AW highlighted that the Service Rep is included in all the committees, but no Carers Rep, members agreed for this to be amended within the Terms of Reference and the Standing Orders include the in-committee sessions and links together with the Terms of Reference for each committee.

Action: AW

Decision,

The Integration Joint Board Finance, Performance and Quality Committee reviewed the below prior to their submission to the IJB:

- **The changes in membership of this Committee**
- **The draft Terms of Reference of this Committee**

9. Date of Next Meeting

The next meeting of this Committee will be held on Tuesday 9th July 2024 at 2pm via Microsoft Teams