

**Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on Tuesday 23<sup>rd</sup> September 2025 at 10am – 5pm – Seminar Room 5, Education Centre, DGRI**

**Voting Members Present:**

Kim Dams	<b>(KDa)</b>	NHS Voting Member ( <b>Chair</b> )
Greg Black	<b>(GB)</b>	NHS Voting Member
Lynne Davis	<b>(LD)</b>	<b>Substitute</b> – Local Authority Voting Member ( <b>virtual</b> )
John Denerey	<b>(JD)</b>	<b>Substitute</b> – Local Authority Voting Member ( <b>virtual</b> )
Andy Ferguson	<b>(AF)</b>	<b>Substitute</b> – Local Authority Voting Member
Gwilym Gibbons	<b>(GG)</b>	NHS Voting Member
Emma Jordan	<b>(EJ)</b>	<b>Substitute</b> – Local Authority Voting Member
Vicky Keir	<b>(VK)</b>	NHS Voting Member

**Advisory Members Present:**

Jan Andrews	<b>(JA)</b>	<b>Substitute</b> – Local Authority Staff Representative
Greycy Bell	<b>(GBe)</b>	Registered Medical Practitioner (Primary Medical Services)
Mathew Crosby	<b>(MC)</b>	Interim Chief Finance Officer
Ken Donaldson	<b>(KD)</b>	Medical Director
Rod Edgar	<b>(RE)</b>	Communication & Engagement Manager
Pam Jamieson	<b>(PJ)</b>	Workforce Director
Fiona Kane	<b>(FK)</b>	Scottish Care Representative
Mark Kelly	<b>(MK)</b>	Nurse Director
Gareth Marr	<b>(GM)</b>	Interim Chief Officer
Charles Rocks	<b>(CR)</b>	<b>Substitute</b> – Head of Children, Families and Justice Services ( <b>Depute CSWO</b> ) ( <b>virtual</b> )
David Rowland	<b>(DR)</b>	Director of Strategic Planning and Transformation
Alan Webb	<b>(AWe)</b>	Third Sector Representative
Valerie White	<b>(VW)</b>	Director of Public Health

**In Attendance:**

Kirsty Bell	<b>(KB)</b>	Programme Manager
Amber Murray	<b>(AM)</b>	EA to Chief Officer

**Apologies:**

Richard Brodie	<b>(RB)</b>	Local Authority Voting Member
Ian Carruthers	<b>(IC)</b>	Local Authority Voting Member
Linda Dorward	<b>(LD)</b>	Local Authority Voting Member
Ann Farrell	<b>(AFa)</b>	Local Authority Staff Representative
Gail MacGregor	<b>(GMa)</b>	Local Authority Voting Member
Callum Macoll	<b>(CM)</b>	Staff Side Representative
Andy McFarlane	<b>(AMcF)</b>	Local Authority Voting Member
Stephen Morgan	<b>(SM)</b>	Chief Social Work Officer

**Workshop Session from 10am – 12noon on IJB Budget** – Led by Mathew Crosby, Chief Finance Officer

AM will share both presentations round following the meeting.

## **1. WELCOME, APOLOGIES AND NOTIFICATION OF SUBSTITUTE MEMBERS**

KD covered the etiquette of the meeting, highlighting to members their responsibility as members (standing orders) to ensure for all meetings to confirm attendance to Amber Murray / Business Support Team, furthermore also inform if online or in-person.

Also highlighted at today's meeting we have BSL interpreter present; members reminded to speak clearly and one at a time as there is a 10 second time delay for interpretation.

Formal apologies were noted and formally documented as part of the minute of the meeting.

## **2. DECLARATIONS OF INTEREST**

The Chair asked for Declarations of Interests where all members confirmed nothing to highlight.

## **3. MINUTES OF THE PREVIOUS MEETINGS**

The minute of the meeting of the IJB held on 3<sup>rd</sup> June 2025 were submitted for approval and agreed as a correct record.

## **4. ACTION LIST / ROLLING AGENDA**

IJB action plan was submitted in advance where we no outstanding actions, and AM will continue to link with members outwith.

## **5. MEMBERSHIP UPDATE**

KB provided members with an update in regards to our current membership changes, including voting and substitute members, interim leadership appointments, and unpaid carer representation. Key points include the nomination of an Interim Vice Chair, updates to Local Authority voting and substitute members, and the appointment of Gareth Marr as Interim Chief Officer and Mathew Crosby as Interim Chief Finance Officer.

The report also notes the withdrawal of the newly appointed Unpaid Carer Representative, prompting a re-advertisement of the role. These changes are aligned with statutory governance requirements and aim to ensure continued representation, accountability, and inclusive decision-making within the IJB.

Key points below were discussed and agreed:

- Vice Chair suspended - Interim nomination to be handled offline.
- Interim Chief Officer Gareth Marr and Interim Chief Finance Officer Matthew Crosby.
- Updates to Local Authority voting and substitute members noted.
- NHS voting member vacancy remains.
- Unpaid carers representative withdrew; recruitment underway.
- Service user representative role remains challenging to fill.

A discussion was had at this point in terms of a reminder regarding attendance IJB Meetings / Committee Meetings – where all members must follow the IJB standing orders to ensure frequent attendance at the IJB and its Committees.

**Decision:**

**The Integration Joint Board:**

- **Discussed the current situation regarding the suspended position of IJB Vice Chair and, nominate an Interim Vice Chair.**
- **Noted the amendments to the Local Authority Voting Member and Substitute Members as per table 3.2.**
- **Noted the Interim Chief Officer and Interim Chief Finance Officer.**
- **Highlighted that we appointed to our Unpaid Carers representative, where the candidate has now withdrawn on Thursday 11th September 2025. Chair, Communication and Engagement Manager together with Governance Lead will convene a meeting to re-advertise this position.**

**6. IJB DIRECTIONS PROGRESS**

KB highlighted below:

- **23** active Directions currently in effect.
- **8** Directions proposed for closure, subject to committee evaluation.
- **1** new Direction issued, progress to be tracked via Finance, Performance and Quality Committee.
- Directions are legally binding and must be complied with by delivery partners.
- Governance processes are critical to ensure accountability and alignment with IJB strategic intentions.
- No financial implications associated with this update.
- All Directions align with the IJB's 7 Strategic Commissioning Intentions.

**Mental Health Strategy & Complex Needs Plan:**

- The Mental Health Strategy was marked "*Amber*" due to delay in the provision of any update where gap analysis of where we are locally requires to be completed.
- The complex needs plan, originally marked green, was corrected to "*Amber*". Of the 16 key items, only 10 have been delivered. A report is being prepared for the IJB Finance, Performance and Quality Committee to assess the gaps and implications.

**Maternity Services Direction:**

- The maternity direction was reported as having fulfilled its objectives.
- A letter from the Chief Executive of Dumfries and Galloway Council requested a review of maternity services in Wigtownshire. However;
- It was clarified that:
  - The IJB has no plans to reopen or review the decision made at the IJB 24<sup>th</sup> September 2024, given the assurance received at FPQ Committee on the delivery of option 1 – covering clinical safety and human rights together with data.

EJ asked in terms of the Maternity Service Decision made, will there be an option to review this decision, members confirmed there is no plans as per above.

**Third Sector Commissioning:**

- Direction 2205 committed to transitioning third sector contracts to three-year terms.

- Concerns were raised about the review process and whether the IJB would maintain this commitment, as there has been slippage from the original Direction.
- Members agreed that:
  - The principle of three-year contracts is valuable for stability.
  - Financial constraints may affect feasibility.
  - A decision (to invest, disinvest, or extend interim arrangements) is needed by December 2025.

**Home Teams Direction:**

- The original direction lacked specific outcomes.
- It was agreed that a new direction should be drafted to evaluate the impact of home teams, including:
  - Multidisciplinary collaboration
  - Patient experience improvements

**Action: KB**

**Right Care, Right Place – Cottage Hospitals:**

- A deep dive into the status of all four hospital sites was requested for the next IJB meeting.

**Action: SM**

**CASS and STARS Directions:**

- KB raised concerns about the lack of forensic analysis (financially) despite being requested a year ago from the IJB itself.
- GM confirmed that a financial and operational review is underway.
- Weekly updates are now being received from service managers.

Members discussed the need to align directions with:

- National Health and Wellbeing Outcomes
- Strategic Commissioning Intentions

KB confirmed that a new suite of directions is being prepared for the next financial year and GB emphasised the importance of defining measures of success and impact for each direction.

KB agreed and will work with George Noakes team to ensure future directions are outcome-focused and linked to the Annual Performance Report.

**Action: KB**

**Decision:**

**The Integration Joint Board:**

- **Noted the overview of the status of each of the 23 Directions and associated actions**

**7. SCHEME OF DELEGATION UPDATE**

KB mentioned the above document / report for approval - it presents a revised Scheme of Delegation for the Integration Joint Board, reflecting a proposed new committee structure and terms of reference, this is proposed to streamline governance and improve strategic oversight. The proposal followed a workshop and review by the Audit, Risk and Governance Committee, and the changes are aligned with the review of the Integration Scheme and will be implemented from the next financial year.

The revisions are based on learning and experience of IJB members and aim to strengthen Strategic Commissioning and Performance management.

The updated scheme embeds a three-year Strategic Commissioning cycle and enhances cohesion between the IJB, its committees, and the Strategic Planning Group. No changes have been made to officer delegation arrangements.

KB highlighted the structure as per below:

#### **IJB Audit, Risk and Governance Committee**

- Led by the Chief Finance Officer (*Section 95 Officer*).
- Requires a Local Authority Chair and an NHS Vice Chair for independence
- Open to all IJB members for broader engagement.
- Responsibilities include (overview not detail – detail within ToR):
  - Corporate risk management
  - Internal and external audits
  - Annual performance report and accounts
  - Governance framework (policies, procedures)
  - Clinical care and regulatory compliance

#### **IJB Strategic Planning, Finance and Commissioning Committee**

- Led by the Chief Officer
- Chaired by the IJB Chair, with the Vice Chair of the IJB as Vice Chair.
- Includes two additional voting members (one from NHS, one from Local Authority).
- Open to all IJB members for broader engagement.
- Focus areas : (overview not detail – detail within ToR)
  - Strategic planning and commissioning
  - Financial oversight
  - Direction development and review
  - Performance monitoring

PJ mentioned in terms of workforce representative, this is not included and must be included as well as workforce plan, KB will amend and also include D Rowland and V White.

**Action: KB**

#### **Decision:**

##### **The Integration Joint Board:**

- **Approved the revised Scheme of Delegation (*Appendix 1*)**
- **Approved the two IJB Committees terms of reference and appoint chair and vice chairs to Committees, with additional voting members so 2 NHS and 2 LA on each (*Appendix 2 and Appendix 3*)**

## **8. INTEGRATION JOINT BOARD COMMITTEE UPDATES**

All minutes and reports were shared with members for information prior to the meeting.

**a) IJB Audit Risk and Governance (*meeting 24.06.2025*)** – Updated by Greg Black who highlighted the key points, these were approved at the committee which was held on the 16<sup>th</sup> September, where GG stepped in to Chair and confirmed the main focus was on preparation of the approval of the Annual Accounts which will be discussed later in the agenda.

**b) IJB Finance, Performance & Quality (*meeting 08.07.2025*)** – Updated by Kim Dams

- **Social Work Savings Plan 2025 / 2026**
- **Directions update on two key items:**
  - Flexible Bed Update (Direction IJBD2302)
  - Maternity Update (Direction IJBD2402)

EJ asked again in terms of the Maternity Review, a number of queries were raised to her regarding:

- Distances for pregnant women.
- Lack of local birthing options.
- Perceived lack of transparency and public engagement in decision-making.
- The need to uphold human rights and equity of access.

GM and MK provided clarification:

- Women in Wigtownshire do have access to maternity services, though not hospital-based birthing.
- Most women in the region are classified as high-risk, requiring delivery at DGRI.
- Travel times from Wigtownshire to DGRI are comparable or shorter than in other parts of Scotland.
- The decision was based on clinical safety, staffing availability, and national guidance.
- A meeting has taken place between NHS leadership and the Galloway Action Group, with open dialogue maintained.

This IJB Finance, Performance and Quality Committee had reviewed the implementation of the maternity direction and the committee concluded that the current model is the most sustainable and clinically safe and of best value.

The update was not a review of the original decision, but a progress report on its implementation where the Committee took assurance.

**c) IJB Strategic Planning Delivery & Commissioning Minutes** (*meeting 22.07.2025*) – Updated by Greg Black and confirmed key points within the paper:

- Discussed Third Sector commissioning, cancer and palliative care, clinical service change model, and service renewal framework.
- Recommendation for IJB workshop on renewal framework.

**d) IJB Transformation, Innovation and Futures** (*meeting 02.09.2025*) – Update by Gwilym Gibbons and confirmed key points within the paper:

- Focus on early intervention and prevention.
- Population Health Framework and Physical Activity Strategy discussed.
- Proposal to embed prevention direction into IJB strategy.
- Workshop to be scheduled for service renewal framework.
- Implementation plan for physical activity strategy to be developed.

## **9. IJB ANNUAL ACCOUNTS 2024 / 2025**

MC confirmed the paper presents the annual accounts for the IJB for the 2024 / 2025 financial year, these were presented the week before at the IJB Audit Risk and Governance Committee and received a clean audit opinion.

The IJB achieved a break-even position, thanks to additional funding provided by both NHS Dumfries and Galloway and Dumfries and Galloway Council.

Key Discussion Points:

### **Audit Findings:**

- No material issues were identified by the external auditors.
- The audit confirmed that the accounts were prepared in accordance with statutory requirements and accounting standards.

- The auditors were satisfied with the governance arrangements and financial controls in place.

**Break-even Achievement:**

- The break-even position was achieved despite significant financial pressures.
- MC highlighted that this was only possible due to additional allocations from both partner organisations and cautioned that this may not be sustainable in future years without structural financial reform.

Members confirmed the accounts will be electronically signed following the meeting by KD, MC & GM.

**Decision:**

**The Integration Joint Board:**

- **Approved the submission of the Integration Joint Board's Annual Accounts for the financial year ended 31<sup>st</sup> March 2025**

**10. IJB QUARTER 1 BUDGET MONITORING – SOCIAL WORK DELEGATED BUDGET**

MC gave an overview of the report presented which was the same version submitted to the Council's Social Work Committee, ensuring consistency and transparency.

It covered the financial position as of Quarter 1 (April–June 2025) for the Council's delegated social work budget under the IJB.

- A projected £6.65 million overspend by year-end, driven by:
  - Increased demand for care packages.
  - Rising costs in commissioned services.
  - Pressures from inflation and workforce challenges.

Since April 2025, 105 new packages have been added, significantly increasing financial pressure.

AW raised concerns regarding Third Sector Commissioning and about the surplus projections in third sector lines and requested a breakdown of which services were affected and whether these were due to non-renewals or under-utilisation. A detailed breakdown of this will be brought back.

**Action: MC / G Moonie**

MC confirmed some surpluses reflect services not renewed before the financial year began, and G Moonie is working to provide a detailed breakdown of these figures.

**Decision:**

**The Integration Joint Board:**

- **Noted the update on the Social Work Delegated Budget.**

**11. IJB ANNUAL PERFORMANCE REPORT 2024 / 2025**

GN joined the meeting and confirmed The Annual Performance Report is a statutory requirement under the Public Bodies (Joint Working) (Scotland) Act 2014.

A draft version was published by the statutory deadline of 31<sup>st</sup> July 2025, following approval by the IJB Strategic Planning, Commissioning and Delivery Committee.

The report is structured around the strategic planning cycle and aligns with the IJB's commissioning intentions and national health and wellbeing outcomes.

**Strategic Planning Group Feedback:**

- GN noted that the Strategic Planning Group (SPG) had reviewed the draft and provided positive feedback on the breadth and inclusiveness of community engagement.
- FK added that SPG members appreciated the extensive consultation undertaken during the year, especially with carers, service users, and third sector partners.
- A member of the SPG raised concerns about the accessibility of the report, particularly for people with learning disabilities or communication barriers.

GN acknowledged the need for easy-read formats and alternative accessible versions and clarified that while these formats are available on request, the IJB should consider making them standard practice going forward. GN and team to produce an easy-read summary of the report.

**Action: GN**

AW and DR mentioned that waiting for requests for accessible formats may unintentionally exclude vulnerable groups and suggested that easy-read summaries should be produced by default, not as an afterthought.

AF raised the point that, historically, the Annual Report was launched at public events, often tied to consultation exercises. GN confirmed that this practice had stopped during the pandemic and had not resumed due to resource constraints. DR will arrange a brief options paper on Public Engagement, for future launching of reports.

**Action: DR**

Members discussed the value of public-facing events and agreed to consider reintroducing them, especially when aligned with other strategic engagement activities.

GB and others stressed the importance of measuring impact, not just activity.

**Decision:**

**The Integration Joint Board:**

- **Approved the IJB Annual Performance Report 2024/25 for publication on [www.dghscp.co.uk](http://www.dghscp.co.uk)**
- **Noted the feedback from the Strategic Planning Group following their review of the IJB Annual Performance Report 2024/25**

## **12. GENERAL MEDICAL SERVICES IN DUMFRIES AND GALLOWAY: UPDATE, REFINED SCOPE, AND NEXT STEPS**

L Kirkpatrick and G Coupland joined and presented a presentation which AM will share out with the notes following the meeting.

**Action: AM**

Engagement and consultation undertaken with:

- GP practices
- Health and social care professionals
- Community representatives

The process aimed to co-design a future model for GMS that is:

- Sustainable
- Person-centred
- Integrated with wider health and social care services

Challenges Identified:

- Workforce shortages in rural practices
- Increasing demand for complex care in community settings

- Infrastructure limitations, including digital access and estate constraints
- Fragmentation between primary care and other services

**Next Steps:**

- A draft vision document is being finalised.
- Further engagement will be undertaken with stakeholders before formal presentation to the IJB.
- The vision will inform future IJB directions and commissioning intentions.

Members discussed and welcomed the strategic approach and the inclusive engagement, with an interest in how the vision would translate into operational changes, especially in under-served areas.

**13. 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 is on Tuesday 16th December 2025 at 10am, Venue TBC**

DRAFT