



Dumfries and Galloway  
Integration Joint Board

**Minute of Dumfries and Galloway  
Integration Joint Board meeting held on  
30<sup>th</sup> March 2017**

*For Approval*

Minute of the Dumfries and Galloway Integration Joint Board (IJB) meeting held on 30<sup>th</sup> March 2017, Dumfries and Galloway College, Stranraer Campus

<b>Present:</b>	Jim Dempster (JD)	Chair
	Jim Beattie (JB)	NHS Voting Member
	Greycy Bell (GB)	Registered Medical Practitioner (Primary Medical Services)
	Lesley Bryce (LB)	NHS Voting Member
	Angus Cameron (AC)	Registered Medical Practitioner (not Primary Medical Services)
	Grace Cardozo (GC)	NHS Voting Member
	Ian Carruthers (IC)	Local Authority Voting Member
	Laura Douglas (LD)	NHS Voting Member
	Ann Farrell (AFa)	Staff Representative Local Authority
	Andy Ferguson (AF)	Local Authority Voting Member
	Penny Halliday (PH)	Vice Chair
	Katy Lewis (KL)	Chief Finance Officer
	Stella Macpherson (SMc)	Service User Representative
	Denis Male (DM)	Local Authority Voting Member
	Jim McColm (JMc)	Unpaid Carers Representative
	Michele Mccoy (MMc)	Joint Interim Director of Public Health
	Claire Rogerson (CR)	Governance Officer
	Julie White (JW)	Chief Officer

<b>In Attendance:</b>	Graham Abrines (GA)	Interim General Manager Community Health and Social Care
	Linda Davidson (LDa)	Deputy Workforce Director
	Lorrain Hyland (LH)	Equality Lead, IJB
	Linda Owen (LO)	Strategic Planning and Commissioning Manager
	Alison Warrick (AW)	Executive Assistant to Chief Officer

### 1. APOLOGIES FOR ABSENCE

Apologies were received from Lillian Cringles, Eddie Docherty and Val Douglas

Ted Thompson was noted as absent

### 2. NOTIFICATION OF SUBSTITUTES

None received

### 3. DECLARATION(S) OF INTEREST

Agenda Item 9 Jim Dempster  
Agenda Item 10 Grace Cardozo

#### **4. MINUTE OF MEETING HELD ON 26<sup>th</sup> JANUARY 2017**

The Minute of the previous meeting was agreed with the following amendments:

LDs name was omitted from those in attendance and will be added.

JD asked that his dissent be recorded in relation to discussions regarding High Street Surgery Moffat, JD will provide a form of words to amend the Minute.

JD asked that it was recorded that Val Douglas did not join the Meeting until Agenda Item 6

JD asked that it was recorded that he sought agreement from Members to discuss Items under AOCB.

#### **5. AGREED ACTIONS FROM THE PREVIOUS MEETING HELD ON 26<sup>th</sup> JANUARY 2017**

- **GP Workshop Proposal – GB/JW**

This will be held post the local elections in May and GB will lead on this.

- **Membership Update – JW to seek approval from the NHS Board that the Vice Chair of Area Partnership Forum joins the IJB as a non-voting member**

This has been discussed and approved

- **Workshop on Area Committee Reporting to be organised for 6 months**

This will be held following the local elections, likely to be during the summer months.

- **Finance Session for Members to be arranged in the next financial year**

This will be held as part of the Performance and Finance Sub Committee.

#### **6. ALCOHOL AND DRUG PARTNERSHIP**

This Paper outlines the national and local priorities for the Alcohol and Drug Partnership and the processes undertaken to award funding for the next financial year.

The Chair of the ADP Committee has met with organisations whose funding will no longer continue to explain the rationale behind the decisions.

The ADP will undertake a review in 2017 and will develop a strategy supported by a delivery plan to ensure national and local priorities are delivered. JW will ensure that a formal impact assessment is completed.

It was agreed that the ADP and therefore this Paper will be referred for further scrutiny to the Clinical and Care Governance Committee. The Chair and Lead of the ADP will be invited to the next Clinical and Care Governance Committee

JD noted that no public address system was present at today's meeting and that a decision had been taken to continue without the system without his consent.

**Decision(s):**

- **Noted the update on the Dumfries and Galloway Alcohol and Drugs Partnership**
- **Members agreed that a further recommendation be made which is that the Paper will be referred to the Clinical and Care Governance Committee for further scrutiny.**

**7. FINANCIAL PERFORMANCE TO JANUARY 2017**

The Partnership is on target to achieve a break even financial position with some flexibility around ring fenced funding for social care and the Integrated Partnership Fund.

KL highlighted that Grant Thornton have been appointed as external auditors to the Partnership.

**Decision(s):**

- **Noted and discussed the overall level of financial risk associated with the 10 months financial data available to the IJB**

**8. FINANCIAL PLAN/BUDGET SETTING 2017/18**

The Financial Plan was developed with input from the Chief Executives of the NHS and Local Authority and with Paul Garrett, Head of Financial Services, Local Authority. Scottish Government is content with the approach that has been taken to date.

It is hoped that there will be a balanced budget however if there are budget variances going forward then Section 8 Finance of the Integration Scheme will be invoked which outlines that the IJB may request that the payment from the Parties be adjusted to take account of any revised assumptions.

**Decision(s):**

- **Approved the IJB Financial Plan for 2017/18 which is presented as a balanced position with a gap of £4.271m for which savings are still to be identified in line with 8.2.1.4. of the Integration Scheme**
- **Noted the IJB Budget Reduction and Cost Management Framework agreed at the IJB Performance and Finance Committee**
- **Supported the progression of the business transformation/difficult decisions schemes to the next stage which would include public engagement and equality impact assessments**
- **Endorsed the role of the of the IJB Performance and Finance Committee as the body to oversee the business transformation programme**
- **Noted the current 2017/19 gap of £5.271m for which savings are still to be identified and progressed and the level of risk associated with the savings schemes identified to date**
- **Noted the £2m additional non-recurring budget allocated to the IJB from the NHS and the reduction in savings target of £200k**
- **Noted the significant level of risk in the financial position presented**

**9. DRAFT CARERS STRATEGY 2017-2020**

The current Carers Strategy expires this year and this draft has been produced with input from Carers throughout the region.

Members discussed the engagement process and raised concern over the relatively small numbers involved from difficult to reach groups, mental health service users, carers of terminally ill patients and those with substance misuse problems.

Members would also like to see delivery plans attached to each Locality and Carers Assessments to be completed and formalised.

JW will work through with LO the next iteration of the Strategy which will be discussed at the next Performance and Finance Committee.

**Decision(s):**

- **Noted the further 3 month period of consultation from Monday 3<sup>rd</sup> April-Friday 30<sup>th</sup> June**

- **Noted the current situation with regard to the requirements of the Carers (Scotland) Act 2016 in relation to Statutory and Non Statutory Carers Strategies**
- **Noted the level of engagement to date to develop the draft document**

#### **10. IJB EQUALITY AND DIVERSITY OUTCOMES 2017-2021**

Following discussion at January's meeting this Paper was drafted to set out the proposed outcomes for the next four years to embed equality and diversity into the delivery of all health and social care services.

LH circulated a draft report for approval by Members and highlighted that there is a legal obligation to publish the full report by the 30<sup>th</sup> April. Members asked that an impact assessment of the equality outcomes should be undertaken. LH will discuss this with PH and GC.

##### **Decision(s):**

- **Approved the content of the report for next stage of graphical input and final draft digital circulation**

#### **11. PAPERS FOR NOTING**

In line with the Scheme of Delegation to Committees Section 1.6 the following Minute has been brought forward for Noting following approval at the Committee.

- **Audit and Risk Committee Minutes**  
19<sup>th</sup> December 2016

#### **12. IJB PERFORMANCE AND FINANCE COMMITTEE MINUTES 10<sup>th</sup> MARCH 2017**

In line with the Scheme of Delegation to Committees Section 1.5 the following Minute is brought forward for Approval as this meeting sits before the dates of their respective Committees:

- **Clinical and Care Governance Committee Minutes**  
30<sup>th</sup> January 2017
- **Performance and Finance Committee Minute**  
10<sup>th</sup> March 2017

It was discussed and decided that a review of governance and all respective paperwork will be carried out by KL, CR and AW. Members were content with this approach.

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

JD sought approval from Members to discuss the following items:

- **Business Plan for Eskdale Complex**

GA confirmed that Gary Sheehan, Locality Manager Annandale and Eskdale, is currently developing the Outline Business Case as agreed at the November meeting, however there has been a delay in recruiting to the post of Project Manager.

The process will be delayed as a result of this. It is expected that an update will be brought to the IJB in the summer.

- **Mental Health Services in Wigtownshire**

The Community Mental Health Team (CMHT) is a multi-disciplinary team based in Stranraer offering Community Services across the Wigtownshire Locality. The Team comprises of a range of professionals including Psychiatrists, Mental Health Nurses, Occupational Therapists, Psychologists and Health Care Support Workers.

The Team has been developed and expanded considerably over a number of years. In the past 6 months, the CMHT has expanded further, with an additional 2 full time staff and additional psychiatric sessions. This services is now based in the Innistaigh building in Stranraer which was recently renovated to provide office space and a arrange of out patient facilities and meeting rooms, for Mental Health, Learning Disability and Specialist Drug and Alcohol Services. Domiciliary visits are provided to individuals who are unable to travel to the team base.

We are currently putting plans in place to move to provide a Community Mental Health Service, 7 days a week, Monday – Friday 8am – 8pm and Saturday and Sunday 9am – 5pm, a position we have been striving to achieve as part of the Mental Health Change Programme. We hope to have this in place in April this year.

In relation to Crises Services out with current working times, the demand for this in Wigtownshire Locality has been minimal, although is something we continue to keep under review. We anticipate the additional evening and weekend work fits more appropriately with the needs of the Locality.

In addition to this, we are also piloting a 2 year project to enhance Mental Health Services in Primary Care settings. We have recruited to 2 additional full time posts for this work, which will be tested in the Waverley Medical Practice and will offer individuals with mental

health distress a wide range of accessible mental health expertise and interventions in this Primary Care setting.

Specifically in relation to services provided for Belmont House, Stranraer, according to our records, there have been 2 referrals made to the CMHT for individuals residing in Belmont House. The first of these referrals was seen in the day that the referral was made and the second referral was seen the following day.

We have also made significant contact with Belmont House (dates and mode of correspondence can be provided if necessary), offering a range of training workshops and presentations provided free of charge, by our IDEAS team, however, unfortunately uptake from Belmont House has been very poor. We would be more than happy to ask our IDEAS team to forward the timetable for this year's training.

- **Clinical and Care Governance Committee**  
It was agreed that LD would take over as Chair of this Committee for the next meeting.
- **Review of Scheme of Delegation**  
It was agreed that a meeting be convened to review governance for the IJB. KL, CR and AW will meet to discuss this.
- **Audit and Risk Committee**  
AF highlighted to the Chair that the Audit and Risk Committee has not been quorate and urged Members to attend.
- **Standards Commission**  
JD highlighted that he had been informed by the Governance Officer that JW had appointed a Standards Officer for the IJB who attended a Workshop in Edinburgh without formal approval by the IJB. Reference was made to the governance paper from the March 2016 to the IJB which outlined that the Chief Officer would make a recommendation to the IJB on the appointment of a Standards Officer.  
  
It was agreed to convene a meeting with JD, PH, JW, KL and IC to discuss this in further detail.
- **May Integration Joint Board**  
JD asked that this meeting be cancelled on guidance from the Governance Officer due to lack of Local Authority representation; however, as outlined in the Standing Orders Section 6.1 the meeting would be quorate with at least half the voting members it was proposed by PH and seconded by AF that the meeting will go ahead.
- **Lochside Dental Clinic**



JD requested that the NHS Board retract their decision to examine future service provision at Lochside Dental Practice as new information has been brought to his attention. JW reminded members that at the November meeting of the IJB, members agreed the consultation process and that the decision would sit with the NHS Board.

IJB Members decided not to discuss this item.

#### **14. DATE OF NEXT MEETING**

Thursday 25<sup>th</sup> May 2017 at 10am, Kirkcudbright Parish Church, St Mary's Street, Kirkcudbright, DG6 4DN

Apologies should be forwarded to [alison.warrick@nhs.net](mailto:alison.warrick@nhs.net)