



Fife Health & Social Care Partnership

Supporting the people of Fife together

CONFIRMED MINUTE OF THE FIFE HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD (IJB) – WEDNESDAY 29 JANUARY 2025 AT 10.00AM

Present:	David Ross (DR) (Chair) Arlene Wood (AW) (Vice-Chair) Fife Council – David Alexander (DA), Dave Dempsey (DD), Rosemary Liewald (RLie), Mary Lockhart (ML), Lynn Mowatt (LM), Margaret Kennedy (MK) and Louise Kennedy-Dalby (LKB) NHS Fife Board Members (Non-Executive) – Alastair Grant (AG), Colin Grieve (CG), John Kemp (JK), Sinead Braiden (SB) Amanda Wong (AW), Associate Director, Allied Health Professionals Debbie Fyfe (DF), Joint Trade Union Secretary Janette Keenan (JK), Nurse Director, NHS Fife Kenny McCallum (KMcC), Staff Representative, Fife Council Lynne Parsons (LP), Employee Director, NHS Fife Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Lead Vicki Bennett (VB), Staff Representative, NHS Fife
Professional Advisers:	Lynne Garvey (LG), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Lynn Barker (LB), Director of Nursing
Attending:	Aylene Kelman (AK), Associate Medical Director Cara Forrester (CF), Communications Advisor Chris Conroy (CC), Head of Community Care Services Emma O'Keefe (EO), Consultant in Dental Public Health, NHS Fife Lisa Cooper (LC), Head of Primary & Preventative Care Services Roy Lawrence (RLaw), Principal Lead for Organisational Development & Culture Vanessa Salmond (VS), Head of Corporate Services Gemma Reid (GR), H&SC Co-ordinator (Minute)

	TITLE	ACTION
1	CHAIRPERSON'S WELCOME / OPENING REMARKS / APOLOGIES David Ross, Chair of the Integration Joint Board (IJB) welcomed everyone to the meeting and extended his best wishes for the New Year. David welcomed Vicki Bennett, newly appointed LPF Co-Chair to her first IJB meeting. David advised that apologies had been received from Chris McKenna, Jackie Drummond, Jillian Torrens, Joy Tomlinson, Fiona Forrest, Helen Hellewell and James Ross, noting that Paul Dundas and Cllr David Alexander would be joining	

	<p>later in the meeting and Cllr Lynn Mowatt would be leaving early due to other commitments.</p> <p>David also advised the Board that Cllr Louise Kennedy-Dalby was deputising for Cllr Sam Steele.</p> <p>Those present were reminded that they should mute their mobile phones for the duration of the meeting and mute their microphone when not talking and in an effort to keep to our timings for this meeting, all questions and responses should be as succinct as possible.</p> <p>David advised members that a recording pen was in use at the meeting to assist with Minute taking and the media have been invited to listen in to proceedings.</p> <p>David highlighted the opening of the new Morar Living facility in St Andrews with formal opening taking place on 8th February where all are welcome to attend. David advised that an invitation would be forwarded following the meeting and any queries should be directed to Paul Dundas, Independent Sector Lead.</p>	GR
2	<p>DECLARATION OF MEMBERS' INTERESTS</p> <p>There were no declarations of interest highlighted.</p>	
3	<p>MINUTES OF PREVIOUS MEETING & ACTION NOTE 4 DECEMBER 2024</p> <p>The Minute and Action Note from the meeting held on Wednesday 4 December 2024 were both approved as an accurate record.</p> <p>Arlene Wood requested that timescales were added to the action note in respect of the 3 open items.</p>	GR
4	<p>CHIEF OFFICER UPDATE</p> <p>Lynne Garvey began her update by welcoming everyone to the IJB and in response to Arlene's request confirmed that some actions would be closed and others updated.</p> <p>Lynne gave thanks to those who joined Fiona's retirement celebrations.</p> <p>Reflecting back to November when she took up post, Lynne acknowledged the immense contribution provided by Arlene Wood during her time as Chair of the IJB and expressed her delight that she will continue in the valued role of Vice-Chair. Lynne welcomed Cllr David Ross as Chair acknowledging his passion for health and social care.</p> <p>Lynne noted that the start of 2025 has been challenging, particularly around the significant impact on our teams from the prevalence of flu within our communities. Lynne also noted the additional pressures caused by Storm Eowyn, acknowledging the positive staff response and the swift implementation of Business Continuity Plans, highlighting the fantastic response from services and partners which ensured minimal disruption to service delivery. Lynne wished to formally record her gratitude to Carol Potter and Ken Gourlay for their complimentary emails which recognised the response of staff in these challenging circumstances.</p> <p>Lynne confirmed that the recruitment process for the Principal Social Work Officer has now successfully concluded, and more details would be shared in the</p>	

	<p>near future. Lynne further explained that she is in active discussion with HR regarding recruitment to the Head of Strategic Planning post and more detailed communication around this will be forthcoming when recruitment is agreed.</p> <p>Lynne highlighted the work of the King's Trust, with 7 young people having recently completed a 4-week programme on Health and Social Care. Lynne was delighted to share that these young people have all been successful in either securing employment or advancing to further education.</p> <p>Lynne noted the work being carried out to promote wellbeing within Ward 1 at Queen Margaret Hospital, with the implementation of a Therapet Programme.</p> <p>Lynne concluded by noting that 2025-26 will be the most challenging year to date due to our ongoing financial challenges, however assured members that through her leadership and support from SLT colleagues, every effort will be taken to deliver safe health and social care services to the people of Fife.</p> <p>Cllr David Ross reiterated his thanks to staff for their efforts during Storm Eowyn.</p>	
5	<p>COMMITTEE CHAIR ASSURANCE REPORTS</p> <p>David Ross welcomed Vanessa Salmond who introduced the reports and confirmed that all statements had been signed off by current Chairs.</p> <p>Vanessa Salmond advised that these reports were being presented to enhance Governance arrangements by providing assurance to the IJB on Committee Business, noting that agreement on the principles of these reports was discussed at the Quality and Communities Committee on 10 January 2025, Finance, Performance & Scrutiny Committee on 15 January 2025 and Audit & Assurance Committee on 17 January 2025.</p> <p>David Ross then invited Committee Chairs to comment in turn before opening to questions from Board members.</p> <p>Sinead Braiden, Chair of the Quality and Communities Committee noted no areas of concern and nothing to be escalated to the IJB, with committee content to remit the reports to the IJB.</p> <p>Dave Dempsey highlighted paragraph 5 on page 20, noting that committee were concerned that the audit plan cannot be executed due to lack of resources.</p> <p>Alastair Grant noted that he appreciated the efforts taken to minimise the overspend and the committee were grateful for the update.</p> <p>The Board were assured that the Governance Committees are discharging their functions and remit and escalating any issues appropriately.</p>	

6	<p>STRATEGIC PLANNING & DELIVERY</p> <p>6.1 Fife Immunisation Strategic Framework 2024-27</p> <p>This report was discussed at the Quality and Communities Committee on 10 January 2025.</p> <p>David Ross introduced Lisa Cooper who presented this report.</p> <p>Lisa presented the salient points from the report and referenced the previous report from 2021-24, highlighting that the updated paper demonstrates what has been achieved and what we continue to build on. Lisa drew members attention to the visuals within the framework detailing the aims and priorities and highlighting the integrated partnership approach. Lisa noted a continued focus on ensuring vaccine programmes are equitable and accessible, highlighting a need to continue the ongoing quality improvement approach in an effort to reduce inequality across Fife. Lisa drew members attention to Appendix 2, the draft Direction to NHS Fife.</p> <p>David Ross then invited Sinead Braiden, Chair of the Quality & Communities Committee to comment before opening to questions from Board members.</p> <p>Sinead Braiden, Chair of the Quality and Communities Committee advised that committee were assured by the report</p> <p>Arlene Wood queried where approval of the strategic framework occurred. In addition, Arlene noted that whilst the focus priority section was very good and focussed on aims for the year, there appeared to be no reference to performance framework improvements within the report.</p> <p>Lisa Cooper responded highlighting that, as detailed in the paper, we have established a Transformation Group to provide quality improvement data around how vaccines are delivered, noting that detail in relation to ongoing improvements are captured through the Integrated Performance and Quality Report (IPQR). It was identified within performance reporting that uptake of HPV is an area for improvement, and this is a focus moving forward.</p> <p>Lisa confirmed that the Strategic Framework has been presented and supported through numerous Governance Committees and was fully supported for progression to the IJB for approval of the accompanying Direction.</p> <p>Morna Fleming thanked Lisa for a comprehensive report and the opportunity for discussions following Quality and Communities Committee. Morna requested clarity on number of areas with the report. Lisa responded to the queries.</p> <p>Lisa confirmed that the decline in the uptake in Fife was noted and recognised in the Annual Immunisation Report, with the Transformation Group being convened in response to this to reduce inequalities, whilst being mindful that vaccination is a choice.</p> <p>Lisa thanked Morna for the highlights and advised the paper would be updated.</p> <p>Lisa acknowledged inconsistencies in scheduling however noted that scheduling is complex and is discussed and agreed at a national level, with the model changing yearly.</p>	<p>LC</p>
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	<p>Dave Dempsey noted that the drop-in clinics are suitable for many. Dave noted that on page 19, figure 7 is an image and therefore breaches accessibility guidelines.</p> <p>Dave expressed concern around the content of the Direction and intimated that he could not support the issuing of this Direction as it currently stands</p> <p>Lynne Garvey responded confirming that Lisa Cooper and Vanessa Salmond will connect separately with Dave out with the IJB to support the revision to this Direction prior to seeking IJB approval to issue.</p> <p>Louise Kennedy-Dalby highlighted the omission of delivery of vaccinations at high-risk clinics within the report. Louise also noted issues around stock levels at some clinics.</p> <p>Lisa Cooper responded taking these comments on board, noting there had been no escalations around this however provided assurance to members that we work closely with pharmacy using intelligence and projections to ensure adequate stock levels.</p> <p>John Kemp shared Dave's concern regarding Directions, however noted that increasing delivery of vaccinations is the priority.</p> <p>Recommendation</p> <p>The Board noted the refreshed Fife Immunisation Strategic Framework and outlined priorities for 2024-2027, for assurance.</p> <p>The Board discussed the Direction and agreed to await revisions as discussed.</p>	<p>LC</p> <p>LC / VS</p>
<p>7</p>	<p>INTEGRATED PERFORMANCE</p> <p>7.1 Finance Update</p> <p>This report was discussed at the Local Partnership Forum on 14 January 2025 and the Finance Performance & Scrutiny Committee on 15 January 2025.</p> <p>David Ross introduced Audrey Valente, Chief Finance Officer who presented the report.</p> <p>Audrey Valente, Chief Finance Officer provided an update on the financial position based on actuals to November 2024, confirming that we are currently projecting a £34.9m overspend, which is a worsening position from September 2024 of £7.8m.</p> <p>The key areas of overspend are detailed within the report. Audrey highlighted that weekly Progress Reporting Update meetings (PRUs) had been put in place with Service Managers to scrutinise non-delivery of savings and noted that it is unlikely that we will see delivery of these savings this year, which is therefore reflected in the latest monitoring position.</p> <p>Audrey reported that 59% of the savings approved in March 2024 will be delivered (£23m by end of current financial year) noting that whilst this is good progress it doesn't meet the gap.</p> <p>Audrey advised members that the recovery plan approved in October has proven challenging and we are unlikely to deliver significant savings due to increased</p>	

demand, however highlighted that we have increased the frequency of meetings with partners and now meet every 4 weeks to ensure increased scrutiny.

Audrey concluded her report by assuring continual scrutiny of spend for the remainder of year to reduce the overspend, stressing that delivery of savings is a priority.

David Ross then invited Kenny McCallum, Chair of the Local Partnership Forum and Alastair Grant, Chair of the Finance, Performance & Scrutiny Committee to comment on discussions at the Committee before opening to questions from Board members.

Alastair Grant stated that he was grateful for the update and appreciates the work ongoing to minimise the overspend, however with 2 months remaining he sought reassurance that throughout December - January nothing has changed in the financial position since the data presented in the report.

Audrey responded noting that early indications confirm there is a worsening position since November, and the impact of Storm Eowyn will also need to be reflected. Audrey was unable to confirm the exact position as we are awaiting information from partners.

Kenny McCallum confirmed that the LPF continue to engage with the financial situation, highlighting more robust discussions around finances than anything else at their regular meetings. Kenny advised Trade Unions continue to seek clarity on remobilisation and noted Audrey's work with Trade Unions which is appreciated.

Dave Dempsey highlighted that section 10 references Directions, but stated it is unclear whether a Direction is required. Audrey confirmed that we are awaiting information from NHS Fife in order to draft the Direction with a view to bring this forward to the next IJB.

Arlene Wood thanked Audrey for the paper and whilst she recognised the challenges, she noted the savings achievement of £23m. Arlene highlighted Section 3.1 of SBAR which states that given the pressures we are facing we are unlikely to deliver on the recovery actions and questioned what would be delivered by the end of the financial year. Arlene queried the partners position on the overspend and whether any feedback had been received. Finally, Arlene sought information around the plan for the last quarter of year, questioning if there is anything else that can be paused and queried what actions are being undertaken. Arlene acknowledged the strong commitment and intent but highlighted the need to learn from the last couple of years and the challenges of delivering what we agree.

Audrey responded noting that the recovery plan has generated £1m additional income along with other small areas, however confirmed that the large areas have not delivered significant savings. Audrey assured members that we continue to try and achieve the savings, working with Staffside and Trade Unions. Partners are meeting every 4 weeks and are aware of the current position with discussions ongoing around risk share. Audrey stressed that we are doing all we can to minimise the overspend, highlighting Lynne Garvey's email in relation to non-critical spend, stressing to the Board that we are turning every stone.

	<p>Lynne Garvey noted her optimism for delivery into the next financial year and confirmed continual scrutiny is in place and embraced by SLT. The need to engage with the workforce further has been recognised and engagement with Trade Union and Staffside will be crucial to this. Lynne confirmed that a meeting will be scheduled with SLT along with all Trade Union and Staffside members.</p> <p>Recommendation</p> <p>The Board noted the report and were assured that steps continue to be taken by Officers to consider options and opportunities to improve the financial position during the remainder of 2024-25 as part of the Financial Recovery Plan process, as outlined in section 8 of the Finance Update Appendix 1.</p>	
	<p>7.2 Performance Report – Executive Summary</p> <p>This report was discussed at the Finance, Performance and Scrutiny Committee on 15 January 2025</p> <p>David Ross introduced Audrey Valente who presented this report.</p> <p>Audrey noted that this report comes quarterly to the IJB and was welcomed at Finance, Performance and Scrutiny. Audrey advised that the report contains updates on efforts to improve performance and new indicators will be brought forward once approved by SLT.</p> <p>Audrey drew the Boards attention to improvements in average length of stay which has improved in the last 6 months, CAMHS referral to treatment time and psychological therapies 18 weeks referral to treatment, which has improved but noted there remains a lot to do to reach the national target. Audrey highlighted that the Drugs and Alcohol 21-day referral to treatment was above the 90% target for the 2nd quarter in a row.</p> <p>Audrey noted improvements required in the areas of assessment beds average length of stay, smoking cessation and complaints.</p> <p>David Ross invited Alastair Grant, Chair of the Finance, Performance and Scrutiny Committee to comment on discussions at the Committee before opening to questions from Board members.</p> <p>Alastair Grant commended the report and noted no further comments from Committee.</p> <p>Arlene Wood welcomed the new approaches highlighted and recognised the work that had gone into the report. Arlene noted the work around indicators and queried how we link this back to strategies. Arlene highlighted the red indicators, stating the need to see planned actions for these with timescales. Arlene was surprised to see delayed discharges in red as we usually fare well in the national reports.</p> <p>Lynne Garvey responded, advising that benchmarking was looking at other Boards and local targets were ambitious, confirming that due to increasing demand the target needs to be revised. Lynne advised that the report via NHS Fife governance is reported on the Scottish average and neighbouring Boards, and we are in the bottom half of the table, highlighting that we are one of the Boards with a high level of confidence in delivery.</p>	

	<p>Sinead Braiden noted that it was positive to see improvements in data reporting and collection.</p> <p>Audrey will pick up on Arlene’s comment regarding linking to strategies and confirmed conversations are ongoing with the team to build this in.</p> <p>Margaret Kennedy was assured by improvements around CAMHS, noting that GP practices are seeing an increased demand in Mental Health assistance. Margaret noted her concern that we are not engaging with families early enough and questioned if we need to improve interactions within schools.</p> <p>Lynne Garvey highlighted that psychology services have a strong emphasis on prevention. All AHPs utilise the early conversation model prior to any intervention and signpost people to necessary services, utilising third and voluntary sector organisations. Lynne noted the work ongoing with GPs around promoting prevention and early intervention, highlighting good pathways into those services.</p> <p>Lisa Cooper highlighted the whole system approach, providing an example of Health Visiting services supporting with sleep training. Lisa referred to the neuro-development pathway, first point of contact for parents who have concerns, being able to direct people to the correct service and ensuring people get the support when they need it from the right person.</p> <p>Rosemary Liewald gave thanks for the report, noting the small gains and emphasising that there needs to be greater emphasis on prevention which she is seeing across localities particularly at primary and secondary school level as evidence states they are effective. Rosemary referenced Our Minds Matter and SAMH which stem the need for services before they get to critical level, commending the staff who are working within these areas.</p> <p>Roy Lawrence noted that in 2024, 3500 people came through the Wells, with 13 Wells across 7 localities. Roy advised that the ability to link in has been improved through Sky Gateway to support with GP referrals.</p> <p>Recommendation</p> <p>The Board were assured that the full report had been discussed at the relevant Committees, the areas which require improvement are under development and are subject to continual scrutiny by Heads of Services.</p>	
8	<p>GOVERNANCE & OUTCOMES</p> <p>8.1 Mainstreaming the Equalities Duty & Equality Outcomes Progress Report</p> <p>This report was discussed at the Quality and Communities Committee on 10 January 2025 and the Finance, Performance & Scrutiny Committee on 15 January 2025. David Ross introduced Audrey Valente who presented this report.</p> <p>Audrey advised that the report was being submitted for decision and following approval it will be published on HSCP website, in line with the requirements of the Equality Act 2010. Fife HSCP last published report was in 2023 when it set out new equality outcomes as part of the strategic plan for 2023-26. This report provides a progress update on the 5 equality outcomes. Audrey highlighted the action plan at appendix 2 (page 134) and noted that progress with actions is</p>	

<p>highlighted in the graph within the SBAR on page 95. Audrey highlighted that the Equality and Human Rights Commission (EHRC) Scotland Team are due to audit all IJBs in 2025.</p> <p>David Ross invited Sinead Braiden, Chair of Quality & Communities Committee and Alastair Grant, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committees before opening to questions from Board members.</p> <p>Sinead Braiden advised that members were assured by the report, and that positive progress is being made on the identified outcomes and therefore committee were content to remit the report to the IJB for formal approval.</p> <p>Alastair Grant confirmed that committee were content with remitting the report to the IJB with no further comments to make.</p> <p>Morna Fleming commended the report and was glad to see points around refreshing the carers strategy and additional support for unpaid carers. Morna queried whether the training for staff to promote safe eating and drinking for those with learning difficulties is available to unpaid carers. Morna welcomed equalities training and questioned whether other training on Oracle is mandatory for staff and queried what records are kept around mandatory training completion and compliance.</p> <p>Lisa Cooper was unable to confirm if this training is available to unpaid carers but took an action around this to speak with the professional Head of Service for Dietetics.</p> <p>Lynne Garvey confirmed Equality, Diversity and Inclusion is part of the core training package and is regularly monitored through performance reporting, with any areas of concern given improvement targets to encourage uptake.</p> <p>Arlene Wood suggested that a Development Session would be welcomed around outcomes and how these are quantified, noting that the performance framework referenced on page 113 is useful, but it would be helpful to understand this and how well we are performing against indicators. Arlene queried how adverse events are captured when a breach of protected characteristics occurs and how IJB gets assurance around the specific duties of the Equality Act which are related to the Health and Social Care workforce.</p> <p>Audrey responded to Arlene's queries around a Development Session and performance metrics, confirming she would discuss this with Lynne Garvey and Vanessa Salmond. In terms of metrics, Audrey will take action on how we report back on these.</p> <p>Janette Keenan confirmed adverse events and incidents are reported via the Datix system however we are aware that less serious incidents are not always reported. Janette assured the Board that reports are taken to the Staff Governance Committee for assurance but can also be shared with IJB Committees if required in order to provide assurance that we are addressing these issues.</p> <p>Lynne confirmed that the Local Partnership Forum is instrumental in reporting this work through and if escalation is required it would come forward to the IJB.</p>	<p>LC</p> <p>AV</p>
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<p>Rosemary gave her thanks for the report and highlighted gender balance within the home carer workforce. Rosemary questioned how we are doing in terms of recruitment, engagement and retention. Audrey advised that she would take this question away and feedback offline.</p> <p>Lynne Garvey highlighted job forums, recruitment campaigns and posters in supermarkets, noting that the efforts to attract carers into Fife needs to be recognised.</p> <p>Debbie Fyfe noted the ongoing work in schools and colleges, noting the need to see career progression for carers as this is not advertised or provided as part of the induction. Debbie highlighted that Staffside and Trade Unions have good relationships with Karen Marwick, Service Manager, and work closely on recruitment and retention.</p> <p>Mary Lockhart queried the issue around gender balance in home carers, questioning if there is any data around service user preference as to the gender of those caring for them, noting personal care is often preferred by a carer of the same gender.</p>	<p>AV</p>
<p>Lynne Garvey advised that Care at Home is centred around people's choice, with the service striving 100% of the time to ensure any specific requests are granted. In regard to workforce characteristics, we do have this data which Roy Lawrence can share. Whilst this shows the majority of carers are female, Lynne confirmed there are sufficient male in the workforce to allow us to provide a male carer when requested. In any cases where we have been unable to fulfil a specific request, the lead officer would have a conversation with the patient and mitigations are in place such as a double up (2 carer) visit.</p> <p>Roy Lawrence highlighted the well-established Equality, Diversity and Inclusion steering group which includes Trade Union representation.</p> <p>Morna Fleming welcomed Debbie's comments, noting that public perception of social care is not attractive and queried if there are any financial incentives.</p> <p>Debbie Fyfe responded, advising that offering incentives is not permitted and would worsen the current financial situation.</p> <p>Paul Dundas noted that Care at Home in Fife for the independent sector is attractive for international recruitment and retention, with the Minister reinforcing the significance of continued focus on the international supply line. Paul highlighted the successful recruitment of international male staff in Fife, noting that role development is key with continued focus on upskilling staff.</p> <p>Janette Keenan noted the male/female gender split in nursing where there is a 90% female workforce despite attempts locally and nationally. International recruitment has been successful in nursing with great retention rates, with the successful recruitment of over 100 internationally educated nurses and radiographers. There are discussions ongoing around how to attract Gen-Z into the workforce.</p> <p>Chris Conroy noted a good track record in Fife in creating a sustainable workforce and highlighting that our ability to deliver services effectively is commented on at a national level, noting that the Home First strategy will allow us to maintain Fife as a positive place to work.</p>	<p>RL</p>

	<p>Kenny McCallum commented on the recruitment of Care at Home staff, highlighting a recruitment fayre held in November in Dunfermline. Kenny commended the work of both the Care at Home and Residential Care Home teams who he noted were young teams and promoted the roles well. Kenny has provided feedback to the relevant service managers.</p> <p>Recommendation</p> <p>The Board were content that the Partnership is meeting its requirements within the Equality Act 2010.</p>	
9	<p>LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS</p> <p>9.1 Chief Social Work Officer Report</p> <p>This report was discussed at the Finance, Performance & Scrutiny Committee for noting only on 15 January 2025.</p> <p>David advised that James Ross had sent his apologies for the meeting and therefore any queries on the content of this report should be directed to James via email (james.ross-fc-d1@fife.gov.uk)</p> <p>Recommendation</p> <p>The Board noted the role and range of functions covered by the Chief Social Work Officer including social work and social care services provided by both the authority and by the Health and Social Care Partnership.</p>	
	<p>9.2 Fife Dental & Oral Health Improvement Annual Report</p> <p>This report was discussed at the discussed at the Quality and Communities Committee on 10 January 2025.</p> <p>David Ross introduced Lisa Cooper and Emma O'Keefe who presented this report.</p> <p>Lisa advised the Board that this was the annual report for 2024 is being brought forward for information and is attached as appendix 1, with a focus on the delegated services which are managed by the IJB. Lisa handed over to Emma O'Keefe, Consultant in Dental Public Health to talk through the salient points of the report.</p> <p>Emma shared the highlights of the annual report, which is a collaborative piece of work with both NHS and Fife HSCP. Emma noted that dental workforce continues to be a challenge, with these concerns impacting on patient access. Emma highlighted the work ongoing around communication and trying to get the message out that for any urgent needs patients should call the dental advice line where they will be seen within national standard timescales. This is a UK wide issue around workforce, with ongoing conversations with Scottish Government, the Minister for Public Health and the Chief Dental Officer. Areas which are in our control such as the public dental service are picking up a lot of work with patients who have been de-registered from NHS dental care.</p> <p>Emma stressed the importance of self-care and prevention in oral hygiene with the Annual National Dental Inspection report showing Fife as having the worst</p>	

dental health in 5-year-olds. There is an ongoing focus on children's oral health, further strengthened by links with midwifery services.

The report highlights the collaborative work of improvement programs, such as the Childsmile programme, work within Care Homes and within the Fife Alcohol Support Service. Dental services are a complex landscape, and we need to be mindful of what is in our control. Emma noted that there is no legislative duty to ensure the whole population is registered with a dentist, however we will see all those needing emergency care at some point. Emma stressed that the focus must be on prevention and communication to ensure the right messages are being sent out.

David Ross then invited Sinead Braiden, Chair of the Quality and Communities Committee to comment on discussions at the Committee before opening to questions from Board members.

Sinead confirmed that the Committee were assured by the annual report.

Rosemary Liewald noted that she was fully aware of challenges within this service however wished to highlight work ongoing within nurseries, where immediately after meals children are encouraged to brush their teeth. Literature has been produced, with a book aimed at pre-school and primary one level. Rosemary noted that whilst recognising the challenges we must commend the staff carrying out early work on the preventative aspect of oral health.

Morna Fleming noted the inability of adults to be registered with an NHS dentist with those practices who are accepting referrals limiting these to children under 16. Morna highlighted an issue with communication with the public unaware that this is a national shortage. Morna requested that Fife HSCP communicate that this issue is not specific to Fife as dental services are at risk of abuse from patients who are unaware of current situation.

Arlene questioned the plans for 2025-26 which are within the Partnership's control. Arlene highlighted the improvement priorities and queried how these will be measured around reducing inequalities across Fife and asked if there was a specific measures framework in place.

John Kemp noted that he was happy to take level of assurance, but his opinion is that the system is fundamentally not working, and we are failing on prevention in adults through check-ups and dealing with issues before they escalate. John noted that private dentists are available and prefer to treat privately than work with NHS.

Lisa Cooper responded to Morna's comment re communication, noting that work is ongoing with national colleagues to ensure a consistent message. The public dental service is very active in engaging with communities. Lisa acknowledged that the current focus is on younger adults however confirmed that we are able to offer emergency care to those who are not registered with a dentist.

In response to Arlene's question, Lisa highlighted a Dental Improvement Group which was convened to take forward improvement actions and work on prevention. Oral Health Improvement plans have been recovered and remobilised such as Childsmile. Lisa recognised the challenges around registration highlighting the Scottish Dental Access Initiative which is being utilised to encourage practices and support more uptake in Fife.

	<p>Emma O’Keefe agreed that we need to look at other ways of getting the message out, noting that elected member briefings are being utilised. Regarding check-ups, Emma advised that we are awaiting management information and looking at national reporting frameworks.</p> <p>David Alexander questioned if there are barriers to international recruitment with Emma confirming that Brexit resulted in overseas dentists leaving Scotland. Emma advised that the dental regulator is looking at ways to make the process easier for dentists to come to work in UK with lots of work taking place but some of this requires legislative change at UK level. Emma noted the budget which is looking at ways to increase the dental workforce, but this will take time. Emma concluded by highlighting that the workforce issues are a challenge across Scotland, with the bigger cities also struggling to recruit.</p> <p>Recommendation</p> <p>The Board noted the content of the report and agreed a moderate level of assurance that the senior management and professional leadership team ensure oversight and management in regard to quality of dental care and access, in line with the powers available to them in accordance with dental regulations.</p>	
10	<p>MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM / STRATEGIC PLANNING GROUP</p> <p>The minutes of the following Governance Committees were provided for information:</p> <ul style="list-style-type: none"> • Strategic Planning Group (unconfirmed) – 7 November 2024 • Quality & Communities Committee – 8 November 2024 • Finance, Performance & Scrutiny – 12 November 2024 • Local Partnership Forum – 12 November 2024 • Audit and Assurance Committee – 15 November 2024 <p>David Ross requested that any queries on the above were directed to the Committee Chair due to timescales.</p>	
12	<p>AOCB</p> <p>As the Chair had not been alerted prior to the meeting of any other business to be raised under this item the meeting was closed by the Chair confirming the dates of the next meetings.</p>	
13	<p>DATE OF NEXT MEETINGS</p> <p>IJB DEVELOPMENT SESSION – WEDNESDAY 26 FEBRUARY 2025 (09:30-12:30, Town House, Kirkcaldy)</p> <p>INTEGRATION JOINT BOARD – WEDNESDAY 26 MARCH 2025</p>	