



INTEGRATION JOINT BOARD

Meeting of Thursday 17 March 2016
at 2:00pm in Council Offices, English Street, Dumfries

Present

Members

Jim Dempster (Chair)	- Local Authority
Penny Halliday (Vice-Chair)	- NHS
Jim Beattie	- NHS
Iain Boddy	- Third Sector Representative
Lesley Bryce	- NHS
Ian Carruthers	- Local Authority
Moira Cossar	- NHS
Lillian Cringles	- Chief Social Work Officer
Val Douglas	- Staff Representative NHS
Ann Farrell	- Staff Representative Local Authority
Andy Ferguson	- Local Authority
Katy Lewis	- Chief Finance Officer
Jim McColm	- Unpaid Carers' Representative
Denis Male	- Local Authority
Ted Thompson	- Local Authority
Julie White	- Chief Officer

Officials

Claire Rogerson	- Governance Officer
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Apologies

Angus Cameron	- Registered Medical Practitioner (not Primary Medical Services)
Grace Cardozo	- NHS
Eddie Docherty	- Registered Nurse Representative

In Attendance

Vicky Freeman	- Acting Head of Strategic Planning NHS
Viv Gratton	- Programme Manager NHS
Liz Manson	- Senior Manager Planning and Performance, Local Authority

- Judex Paul** - Information Management and Complaints Manager, Local Authority
- Caroline Sharp** - Workforce Director NHS
- Catherine Withington** - Programme Manager Integration

Jim Dempster
Chair

1 SEDERUNT AND APOLOGIES

16 Board Members Present and 3 apologies.

The Chair welcomed new Board Members, Iain Boddy, Jim McColm, Val Douglas and Ann Farrell to the meeting.

The Chair advised with the agreement of the Board, that item 13 Governance Arrangements would be taken before item 5 Clinical Care Governance. This was agreed. The items in this minute are recorded in the order they appeared in the agenda calling this meeting.

2 DECLARATIONS OF INTEREST

NONE declared

The Chair advised the Board that now that Justine Anderson, General Manager for Health and Social Care had left, Graham Abrines, Head of Adult Social Work Services, would take on this role in an interim basis. Assurance was given that the Chief Social Work Officer would arrange backfill for the Head of Adult Social Work Services Professional Lead role.. The Chief Officer is working on a new Management Structure and will share this with Integration Joint Board members once completed.

3 MINUTE OF MEETING OF 28 JANUARY 2016

APPROVED subject to the amendment at 4.1 to read:-

"4.1.....**FURTHER AGREED** that all substitute members would be invited to all the workshops and **NOTED** that the Chief Officer would offer to meet with substitute members should this be required."

4 HEALTH AND SOCIAL CARE STRATEGIC PLAN

The Chair on behalf of the Board thanked the Strategic Planning Team for the huge amount of work carried out in the production of the Plan.

Board Members:-

4.1 **CONSIDERED AND AGREED** the final draft document and adopted as the Dumfries and Galloway Joint Board Health and Social Care Strategic Plan, 2016-19. as detailed in the appendix to the report; and

4.2 **NOTED** the Statement of Consultation for the Strategic Plan as detailed in the appendix to the report.

5 CLINICAL AND CARE GOVERNANCE

Board Members:-

5.1 **AGREED** the development and introduction of the Clinical and Care Governance scheme in respect of integrated functions; and

5.2 **NOTED** that following consideration of the report on Governance Arrangements, that the Chief Social Work Officer advised that the information presented on the Clinical Care Governance Committee (appendix 4 of the report, page 333 of the papers) was intended as an introduction only and would require to be revisited to ensure that it met all requirements set out in the regulations and reflected in our Standing Orders for committees of the board.

6 AGREEMENT OF THE INTEGRATION JOINT BOARD PARTICIPATION AND ENGAGEMENT STRATEGY

Board Members:-

6.1 **NOTED** the consultation responses as set out in Appendix 1 of the report; and

6.2 **AGREED** to the Integration Joint Board Participation and Engagement Strategy for 2016-19 as set out in the Appendix 2 of the report.

7 INTEGRATED WORKFORCE PLAN – HEALTH AND SOCIAL CARE

Board Members **APPROVED** the Integrated Workforce Plan 2016-19 as set out in Appendix 1 of the report.

8 NHSD&G AND D&G COUNCIL ORGANISATIONAL DEVELOPMENT PLAN ANNUAL REPORT

Board Members **NOTED** the progress in relation to the desired outcomes of the Transitional Organisational Development Plan of April 2013

9 RISK MANAGEMENT ARRANGEMENTS

Board Members:-

9.1 **NOTED** update provided on the risk management arrangements for the Board; and

9.2 **FURTHER NOTED** that a Risk Workshop had been organised for 10 June 2016 and invitations had been circulated to Members (voting and non-voting) and Substitutes.

10 EQUALITY AND DIVERSITY OUTCOMES AND MAINSTREAMING REPORT

Board Members:-

10.1 **AGREED** the Integration Joint Board Mainstreaming and Equality Outcomes Report for 2016-17; and

10.2 **ACKNOWLEDGED** the risk associated with complying to the Equality Act timescales.

11 THE INTEGRATED JOINT COMPLAINTS HANDLING FRAMEWORK - AN UPDATE

The Chief Officer advised the Board that the Executive Nurse Director for NHS is currently undertaking a review of the NHS Patient Experience Team and an update would be presented at a future meeting.

Board Members **CONSIDERED** and **NOTED** the development of the draft Integrated Joint Complaints Handling Framework.

12 FINANCIAL PLAN/ INTEGRATED BUDGETS UPDATE 2016/17

The "Good Practice Note - Directions from Integration Authorities to Health Boards and Local Authorities" produced by the Scottish Government in March 2016 (**Appendix**) was circulated at the meeting noting that this had become available after the papers for this meeting were issued.

The Chair advised of an error in the report. Paragraph 3.5, second bullet, last sentence should read:-

"...paid a minimum of £8.25.....".

Board Members:-

12.1 **NOTED** the content of this report and the proposed due diligence process; and

12.2 **AGREED** that initial directions, effective from the 1 April 2016, be given from the IJB instructing the partners to continue their current activities until otherwise directed noting that once budget agreement and assurance has been completed, more detailed directions will be issued.

13 GOVERNANCE ARRANGEMENTS

Board Members:-

13.1 **AGREED** the amendments and **ADOPTED** the revised Standing Orders as detailed in Appendix 1 of the report and **FURTHER AGREED** on consideration of the regulations that in addition to the amendments proposed that 14.7 be removed given the requirement that a committee be made up members of the board; and

13.2 **CONSIDERED** and **NOTED** the proposals regarding the Scheme of Delegation to Committees

14 MEMBERSHIP UPDATE

Board Members are **NOTED** that Dumfries and Galloway Council had nominated 5 substitutes for its voting Members being: - Iain Dick, Yen Hongmei Jin, Jane Maitland, John Syme and Roberta Tuckfield

15 HEALTH AND SOCIAL CARE INTEGRATION – NITHSDALE LOCALITY - UPDATE

Board Members:-

15.1 **NOTED** the progress being made within Nithsdale locality in terms of locality planning, locality engagements, embedding communication, improvements in patient care/services, service changes, structure, supporting staff and challenges; and

15.2 **FURTHER NOTED** that should it be required the Locality Manager – Nithsdale could be contacted to discuss any considerations arising from the report submitted today.

16 ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIRMAN DUE TO THE NEED FOR A DECISION

16.1 The Chair **REQUESTED** that a list of future meeting dates and a glossary be added to the future papers of the board.

16.2 The Chair raised the issue of some Members not being notified of cancellations to workshops. The Chief Officer apologised and advised that the matter of a support structure had been raised with the Chief Executives of both organisations which would aid smooth functioning in the future, and that a report would be presented at a future meeting,

16.3 With the Chair's permission, Denis Male raised concern around treatment of coronary patients from the Annandale and Eskdale region who given the geography of the area are taken to Carlisle as their nearest acute hospital and whose constituents have raised concern that this is changing without prior consultation. The Chief Officer advised that this would be investigated and that a written response would be provided.