



Integration Joint Board 27.06.24

Agenda Item: 4.1.2

Purpose: For Decision

CÙRAM IS SLÀINTE NAN EILEAN SIAR

INTEGRATION JOINT BOARD

**MINUTE OF MEETING HELD IN
COMMITTEE ROOM 1,
COMHAIRLE NAN EILEAN SIAR
AND VIA MICROSOFT TEAMS ON
THURSDAY 18 APRIL 2024 AT
10.00AM.**

Voting Members Present:

Julia Higginbottom
Calum Maclean
Kenneth J Maclean
Naomi Macdonald
Gillian McCannon
George Murray
Annetta Smith
Susan Thomson

Proxy – Voting Member, Non-Executive Director, NHS WI
Councillor, CnES/IJB Chair (Chair of the Meeting)
Councillor, CnES
Proxy – Voting Member, Non-Executive Director, NHS WI
Non-Executive Director, NHS WI/IJB Vice-Chair
Proxy – Voting Member, Councillor, CnES
Non-Executive Director, NHS WI
Councillor, CnES

Non-Voting Members Present:

Debbie Bozkurt
Nick Fayers
Dena Macleod
Morag Munro
Cathy Anderson
Jane Bain
Michelle Taylor

Chief Finance Officer, IJB
Chief Officer, IJB
Chief Executive, Hebridean Housing Partnership
Third Sector
NHS WI
NHS WI – Union Representative
Proxy – Primary Care Associate Director - Family Health Services
Manager, NHS WI

In Attendance:

Michelle McPhail
Tim Langley
Shona Hadwen
Yvonne Maciver
Karen France Macleod

Corporate Business Manager, NHS WI
Head of Law and Governance, CnES
Principal Administrator, CnES
Administrator, CnES
Proxy – Voting Member, Non-Executive Director, NHS WI



1. WELCOME

Cllr. Maclean took the Chair and led the meeting, welcoming all those attending to a special meeting to discuss the Integration Scheme.

2. APOLOGIES

Malcolm Burr
Gordon Jamieson
Emma MacSween

Chief Executive, CnES
Chief Executive, NHS WI
Head of Partnership/ Community Care

3. STRATEGIC GOVERNANCE

3.1 Integration Scheme Review

3.1.1 Appendix 1 – Integration Scheme

3.1.2 Appendix 2 – IJB Escalation of Incidents Framework

3.1.3 Appendix 3 – Health and Social Care Partnership Delegated Services

Nick Fayers, Chief Officer, IJB submitted a Report seeking approval of the review of the revised Integration Scheme. The Report stated that the Western Isles Integration Scheme was submitted to Scottish Government and approved by Scottish Parliament on 21 September 2015. There is a requirement to review the scheme in line with the conditions set out in Section 44 of the Public Bodies (Joint Working) (Scotland) Act 2014.

The Report stated that a full review of the integration scheme had been undertaken with detailed consideration from Comhairle nan Eilean Siar and NHS Western Isles. Previously changes were made to the Standing Orders with regards to dispute resolution, however this had not materially impacted the scheme.

The Act required that the Local Authority and Health Board carry out the review. However, given that the IJB operates the scheme, it is the IJB that is best placed to recommend if any changes were required.

Nick Fayers began by thanking colleagues who had provided detailed input into the Scheme, Tim Langley, CnES, Michelle McPhail, NHS and both Chief Executives, Malcolm Burr and Gordon Jamieson.

Nick Fayers went on to state that the Scheme was a key document in terms of providing some very specific guidance to the Board. The predominance of the focus of the review was centred around the clinical care and governance process. Mr. Fayers highlighted the flowchart which was appended to the Scheme and again highlighted the processes around the clinical provision and care that the Board had oversight of.

The Scheme presented to members of the Board for consideration contained the track changes so that it was clear to see where the proposed changes had been made. Approval of the draft Scheme was sought so that it could go out to consultation for a period of six weeks to the wider public and all partners of the Board. Following consultation, the Scheme would then be presented to the Comhairle and NHS WI for final review before returning to the IJB in June for final approval.

Mr. Fayers stated that delaying progress with this consultation could possibly cause significant risks in terms of wider governance.



During discussion the following points were raised:

- Concerns were raised by several members in attendance at the removal of the Nurse Director at Section 5.3.3 of the Integration Scheme. It was requested that this be reconsidered as the importance of having the Nurse Director's clinical expertise and professional understanding was highlighted.
- The document required much more explanation as to how the scheme works to provide members of the public with a level of understanding prior to taking part in the consultation.
- Concern was raised that the Integration Joint Board did not yet have a Strategic Plan and Risk Strategy, when the document going out to consultation referred to the Strategic Plan. It was indicated that the membership of the Strategic Planning Group had not yet been finalised.
- It was highlighted that there was inaccurate information throughout the document which required to be corrected before going to consultation.
- Concerns were raised about how the consultation would be presented to members of the public, what were they going to give feedback on if the information contained in the draft Scheme was incorrect.
- There were significant issues that need to be addressed before the Scheme went out to consultation:
 - Reference to the framework and how the system operated – could cause confusion;
 - Use of language used throughout the document – unless people understood how the system operated or understood the strategic viewpoint, this would cause confusion;
 - It was not clear who was going to be consulted and what questions they were going to be asked in the consultation – none were provided;
 - There needed to be much more explanation of the Scheme in order for it to be a meaningful document. It could not be assumed that the public would have the level of understanding required to complete the survey and provide useful feedback;
- There was acknowledgment of Mr. Fayers' concern around delaying the consultation, but members were in agreement that it was important that the document (the Scheme) was "fit for purpose" prior to it going out to consultation.
- Strategic Plan – suggestion that there should be a document around this as this relates all the way through the Scheme.
- Strategic Planning Group – again referred to throughout the Scheme.
- The IJB should have a clear view of a timeline and of where it is going, with dates to adhere to. There need to be planned timelines which would be helpful in terms of the strategic oversight of the Board.
- Appendix 3 – Delegated Services – Allied Health Professionals, these need to be listed individually.
- EQIA (Equality Impact Assessment) – there doesn't appear to have been an EQIA completed for the changes. Tim Langley to come back separately on that issue.
- Escalation – 3.12 – Confusing document - the flowchart is very difficult to follow. If flowchart is going out for consultation, it is very difficult to find the resolution point. If not part of the consultation process, why is it included within the document bundle. Members queried if the flowchart had been to Integrated Corporate Management Team (ICMT) and if so, what comments were raised through ICMT. It would be useful to have sight of these comments.
- Community Health Services – Continence Services is part of Community Nursing, it is not separate. Public Health Services covers a multitude of services, Vaccinations are normally carried out by the Community Nursing team, clarification is needed around this in the document.



- It may be of benefit to highlight what was included in the service and what was not included. This would help with peoples' understanding of the services provided when completing the consultation.
- Voting on the Board – a question was asked about changing the voting rules to allow more votes from the third sector. Mr. Langley confirmed that there is a clause in the relevant Act that determines the voting rights of members on the Board and the make up of voting members.
- There needs to be clarity around the roles within the Community Health Service. Terminology needs to be clear so that members of the public understand what the terms mean. The way the document is worded, it would be unclear to the public what is meant by certain roles and how they fit into the service being delivered, an example around Community Palliative Care.

Overall, members stated that the document needed to be current. The IJB cannot be seen to be doing something when in reality it is not doing it. Equally, the document needs to be clear, it was felt that there was too much ambiguity in the document, and this would cause confusion during the consultation process. In order to get an informed response to the consultation, the Scheme needed to reflect the current situation and it needed to be easy to understand.

A further question was asked about the Line Management of the IJB Chief Officer, could it be the Chief Executive of the Comhairle one year, and then the Chief Executive of NHS the next. Mr. Langley to investigate whether this is in Law.

Mr. Fayers' thanked everyone for their comments and involvement in the meeting and set out next steps following the meeting.

Decision: **Defer decision on approval of Draft Scheme of Integration until 27 June 2024**

- Action:**
- Nick Fayers to arrange a meeting with both Chief Executives and Tim Langley to go through the feedback and discussion from the meeting.
 - A revised copy of the Scheme would be presented to members at the meeting of the Board on 27 June with a view to then formally approving it for consultation purposes.

The Chair thanked everyone for their participation and attendance at the meeting.



4. EVALUATION

	YES	NO	COMMENTS
Were you satisfied with the content of the agenda?	X		
Was there sufficient time to review the papers between receipt and the meeting date?	X		
Were the agenda items placed in the correct order/ prioritization?	X		
Was there sufficient time allocated to all agenda items?	X		
Were the Executive Summaries an accurate reflection of the detailed paper?	X		
Was there sufficient refreshment breaks?	X		
Are there any significant issues which should be escalated?	X		
Did you consider that the Board/ Committee discharged its duty in respect of: <ul style="list-style-type: none"> • Proper Scrutiny • Relevant questioning • Constructive challenging 	X		
Do you have any suggestions for improvement or additional comments about this meeting?			Comments should be made to Michelle McPhail.

8. DATE AND TIME OF NEXT MEETING

The next meeting of the IJB will be held on Thursday 27 June 2024 at 10.00am.