

Appendix 2

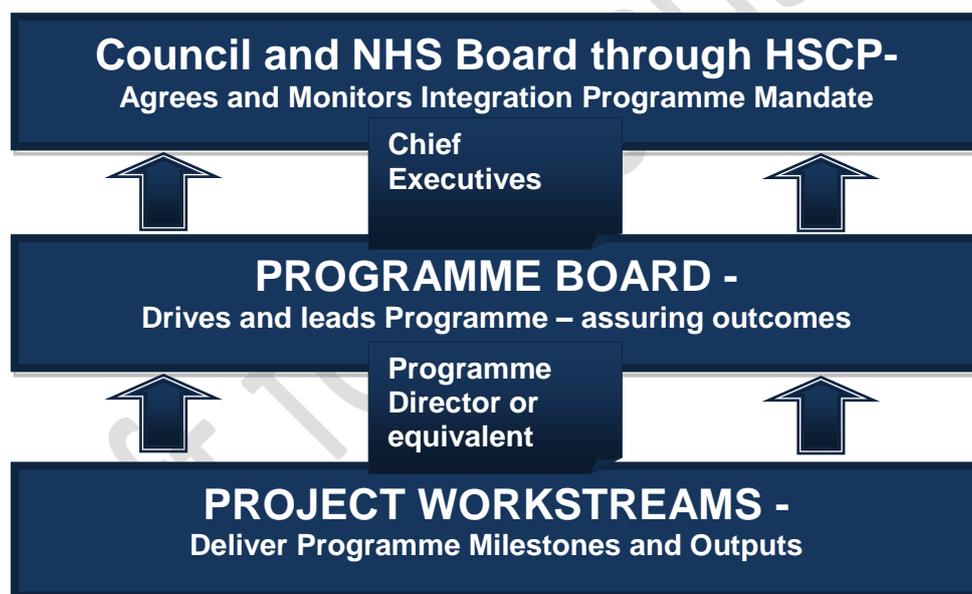
Dumfries & Galloway Health & Social Care Integration Proposed Programme Board Arrangements

The purpose of this paper is to contextualise the function of the Programme Board within the overall integration approach - see Figure One - and to suggest the Board's remit and responsibilities.

Programme Board Remit

The principal remit of the Programme Board should be to lead the overall programme, ensuring the delivery of milestones and outcomes, and reporting to appropriate sponsoring groups in each organisation. The Programme Board should be **responsible to** the sponsoring groups¹ who make the formal decisions, define the direction of integration and provide strategic direction. The Programme Board should be **responsible for** the individual projects or workstreams ensuring the appropriate co-ordination across the projects that comprise the integration programme.

Figure One: Programme Structure



Programme Leadership

The Chief Executives are Senior Responsible Officers and a Programme Director provide the leadership and direction for the programme. They foster an environment designed to empower decision-making, giving Board members the autonomy to fulfil their roles effectively. Key areas of responsibility for the programme leadership are detailed below.

¹ The role of the Sponsoring Group will be performed by the Full Council and NHS Board and through the shadow HSCP

Senior Responsible Officers

The Senior Responsible Officers are accountable for the programme, ensuring that it meets its objectives and realises the expected benefits.

- Lead the programme, providing transparent leadership and direction
- Own the vision for the programme (as defined by the sponsoring group)
- Build productive relationships across the programme structure
- Drive delivery of the benefits
- Manage the key strategic risks facing the programme

ACCOUNTABLE

Programme Director

The Programme Director is responsible for leading and managing the setting up of the programme through to the delivery of the new capabilities and realisation of benefits.

- Administers the programme on a day-to-day basis proactively monitoring its overall progress
- Co-ordinates the projects and their interdependencies
- Defines the programme's governance framework
- Manages and resolves risks and issues
- Facilitates the appointment of staff to the project delivery teams
- Manages the communications with stakeholders

RESPONSIBLE

Programme Board Responsibilities

The Programme Board must take the lead, pulling in specialist / technical advice; deploying the resources needed to drive the successful delivery of the programme; and ensure the effective management of change, benefits realisation and risk management and project interdependencies.

A suggested membership is as follows:

Chief Executives NHSDG & DGC (the Senior Responsible Officers)

Director of Planning, NHSDG

Assistant Chief Executive DGC

NHS Trades Unions rep

DGC Trades Unions rep

Programme Director

Independent/Third Sector

GP Representative

Appendix 2

Advisors

Director of Finance NHSDG

Head of Finance DGC

Director of SWS/CSWO DGC

Head of Care and Facilities Management DGC

Director of Nursing NHSDG

Medical Director NHSDG

Director of Public Health NHSDG

Chief Operating Officer NHSDG

Procurement Leads – both organisations

Legal Advisors

Programme Board Support

DGC SWS Frontline Improvement Team and Executive and Member Support Team

Draft for Discussion