

**Scottish Borders Council / NHS Borders**

**Health & Social Care Integration**

**Scottish Borders Shadow Integration Board**

**TERMS OF REFERENCE**

**1. Introduction**

- 1.1 These Terms of Reference have been prepared following the decisions taken by Scottish Borders Council on 31 October 2013 and NHS Borders Board on 7 November 2013, to create a Corporate Body to take forward Health and Social Care integration in the Scottish Borders. A Shadow Integration Board will be set up from 7 April 2014 based on the likely provisions of legislation as detailed in the Public Bodies (Joint Working) (Scotland) Bill, which was passed by the Scottish Parliament on 25 February 2014.
- 1.2 The Shadow Integration Board will have, as far as possible within existing legislation, the same responsibilities for services as the final Joint Integration Board will have when legislation has been fully enacted. Until the new legislation is enacted, any decisions of the Shadow Integration Board will require to be ratified at the next available meetings of both Scottish Borders Council and NHS Borders Board.

**2. Purpose**

- 2.1 The Shadow Integration Board's key remit will be to take account of the Integration Planning Principles, namely to improve the wellbeing of service users, by:
- Being integrated from service user point of view
  - Take account of particular needs of service users
  - Take account of dignity of service users
  - Take account of participation by service users
  - Being planned and led locally
  - Best anticipating needs and problems that arise
  - Making best use of people and facility resources
  - Protecting and improving safety of service users
- and the National Health Wellbeing Outcomes of:
- Healthier living
  - Independent living
  - Positive experiences and outcomes
  - Carers are supported
  - Services are safe
  - Engaged workforce
  - Effective resource use
- in defining, planning and monitoring integrated Social Work Adult Care and Health Primary Care functions, along with any other functions so delegated by NHS Borders and Scottish Borders Council.
- 2.2 During the Shadow year, the Shadow Integration Board will direct the work-streams required to achieve integration and define the transition arrangements, including the removal of the current Community Health and Care Partnership (CHCP) structure by 1 April 2015.

2.3 The Shadow Integration Board will be a full and equal partnership between Scottish Borders Council and NHS Borders and will operate within the wider context of Community Planning and the existing Council and NHS strategic frameworks, including joint arrangements such as the Single Outcome Agreement and Scottish Government HEAT target framework.

2.4 The Shadow Integration Board will have the following functions:-

- delegated local authority functions as agreed by Council;
- delegated NHS functions as agreed by the Health Board;
- exercise NHS and Council functions relating to the development and delivery of the Partnership Integration Plan;
- exercise NHS and Council functions relating to the development and delivery of the Integration Board's Strategic Plan;
- development of locality planning;
- development of a communication strategy for both internal and external use;
- development of joint performance management arrangements; and
- equalities impact assessment
- finances

2.5 To fulfil its remit the Shadow Integration Board will

- ensure adequate stakeholder engagement during the transition period;
- review and extend the services covered as appropriate during the transition period;
- be informed and consider the implications for the integration of services in Scottish Borders of national developments pertaining to the passage through Parliament of the Public Bodies (Joint Working) (Scotland) Bill, the work produced by the National Working Groups, and the content of any consequential regulations or guidance issued by Scottish Ministers.

2.6 The Shadow Integration Board will also take on the work of the existing Scottish Borders Community Health and Care Partnership (CHCP) with any decisions ratified at a final meeting of the CHCP prior to its disbandment on 1 April 2015. The Shadow Integration Board will take cognisance of existing CHCP policy, work, and reporting Groups.

### **3. Management Support**

3.1 The Shadow Integration Board will be supported in its work through the Chief Officer of the Integration Partnership for Scottish Borders. The Chief Officer will have financial responsibilities and will be jointly accountable to the Chief Executive of Scottish Borders Council and to the Chief Executive of NHS Borders.

3.2 NHS Borders and Scottish Borders Council will provide sufficient resources to support the Chief Officer Designate in his/her work.

### **4. Professional Advice**

4.1 The Shadow Integration Board will have the authority to access appropriate professional advice and guidance to fulfil its remit.

## **5. Stakeholder Engagement**

- 5.1 In addition to the involvement of professionals in its work, the Shadow Integration Board will engage with representatives drawn from staff, the third sector, users, the public and carers. The Board will discuss with the existing CHCP Forum members how to build on their work and develop the arrangements required to ensure wider stakeholder involvement being in place within the Shadow Integration Board prior to the creation of the Integration Joint Board.
- 5.2 To enable a smooth transition to the new Integration Joint Board, in common with that Board the Shadow Integration Board will have non-voting representation drawn from health and social care professionals, staff, the third sector, users, the public and carers.

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