



PROGRAMME HIGHLIGHT REPORT – October- November 2014

1. Aim

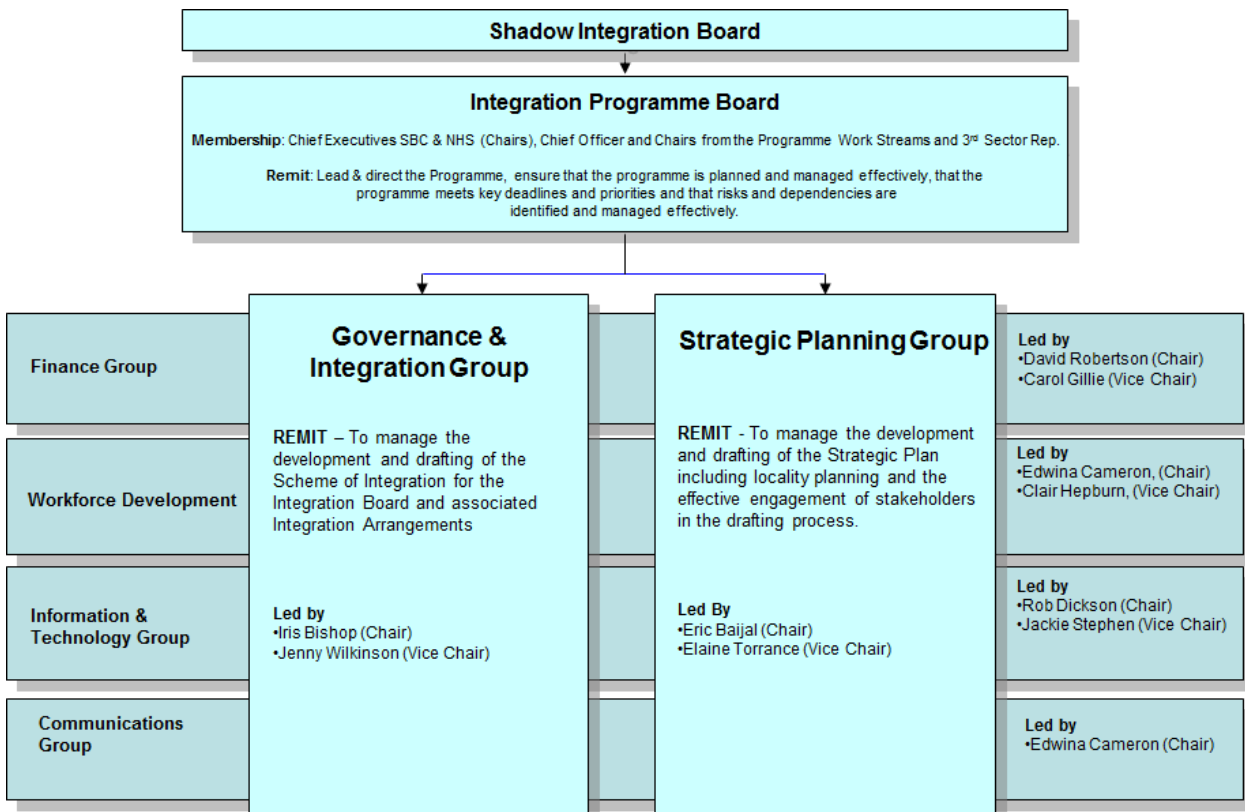
To provide an outline update on progress in the delivery of the Integration Programme.

2. Background and Summary

The Programme aims to deliver:

1. a Scheme of Integration (effectively the governance and operating arrangements for the partnership) by April 2015 in line with national, legislative timescales. Work is **ON TRACK** to achieve the target date.
2. a Strategic Planning Framework for the delivery and commissioning of services under the new integration arrangements. The Strategic Planning Framework needs to be in place by April 2016 at the latest. Our local target is to have this in place by October 2015 and we are currently **ON TRACK** to achieve this.

There are 6 work streams supporting the programme as shown below.



The two main Work Streams are:

- Governance & Integration Group – responsible for the delivering the Scheme of Integration
- Strategic Planning Group – responsible for delivering the Strategic Plan.

These 2 work streams are supported by 4 Work Streams

- The Finance Group
- The Workforce Development Group
- The Information, Performance and Technology Group
- The Communications and Engagement Group

Progress across each of these groups is summarised below.

3. Overall Progress in the Reporting Period (November)

Progress continues to be made across all work streams over the reporting period. In particular:

- Scheme of Integration
- Staff Engagement
- Communications and Engagement Plan
- Further Draft Guidance on the make up of the Strategic Planning Group (SPG)

4. Governance & Integration Group

Work has continued to finalise the first draft of the Scheme of Integration and this is included on the agenda with a copy of the associated engagement and consultation plan.

The plan will be presented to the NHS Board on the 4th December and will be subject to approval by the Council on 18th December.

Once approved, the document will go out for consultation with a view to the final draft being presented to the NHS Board, Council and Shadow Board in March prior to submission to the Scottish Government.

5. Strategic Planning Group

The draft response to the published draft guidance issued in late October. A proposed approach to localities has been developed and is included at item 5.1 of this agenda. Work packages and project teams are being developed and initiated around:

- Data and performance
- Engagement and Communication
- Planning and Commissioning and Localities
- Strategic Finance
- Establishing the standing Strategic Planning Group in line with the published regulations.

The work stream aims to produce a first draft of the Strategic Planning framework to the Shadow Board in April to the first meeting of the Integration Joint Board following agreement by both the NHS Trust and Council.

6. The Finance Group

The key areas of progress have been:

- Continued input to the Scheme of Integration in terms of the completion of the definitions of financial processes and key underlying principles
- Initial scoping of the work package to support the development of the Strategic (Commissioning) Plan

7. The Workforce Development Group

The main areas of progress in this reporting period has been in the continued contribution to the Scheme of Integration

8. The Information, Performance and Technology Group

A review of the IT and Data sharing requirements of both organisations – and those services/functions which will be central to integration is nearing completion. A draft report has been prepared and is currently being reviewed.

The analysis is being worked up into a prioritised set of issues to be addressed with an associated action plan. This will form the next phase of work for this work stream.

Proposals to take part in an early test-case in terms of SWAN (the Scottish Area Wide Network) to enable both organisations to share the same network are being developed.

9. The Communications and Engagement Group

Staff engagement sessions have now been run in all the localities as well as an event at the BGH on 25th November. A further event is being organised at SBC HQ – date to be confirmed.

A Communications and Engagement Plan has been developed along with specific arrangements for consultation over the draft Scheme of Integration. These documents are included on the agenda.

A staff newsletter is currently being produced for circulation this month.

10. Recommendation

The Integration Shadow Board is asked to **note** the report.

Policy/Strategy Implications	The programme will result in Joint Working policies and a 10 year Strategic Plan, with a 3 yearly review and renewal cycle, for the commissioning and delivery of integrated adult Health and Social Care services
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	across the borders.
Consultation	The programme will involve extensive consultation over the development, delivery, review and renewal of integrated services as part of an associated Communications and Engagement plan.
Risk Assessment	A risk management approach is applied across the programme.
Compliance with requirements on Equality and Diversity	Integration arrangements will seek to identify and address equality and diversity issues and will be subject to the appropriate Impact Assessments.
Resource/Staffing Implications	None at this stage, however the Programme will address resource and staffing implications via its Workforce Development work stream and through its staff engagement arrangements.

Approved by

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Susan Manion	Chief Officer		

Author(s)

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