

Statutory Annual Performance Reporting by Health and Social Care Partnerships

**Summary of Requirements
as set out in Law and Guidance**

Key Points



Every HSCP **must** Publish an Annual Performance Report.



1st report must be **published no later** than 31 July 2017.



Required contents are set out in *The Public Bodies (Joint Working) (Content of Performance Reports) (Scotland) Regulations 2014*

<http://www.legislation.gov.uk/ssi/2014/326/contents/made>

Key staff across the HSCP need to work together to produce it

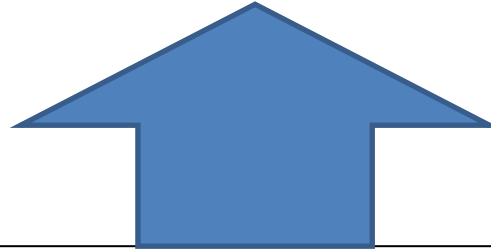
- Requires knowledge and expertise across the breadth of HSCP activities.
- It is a key opportunity to highlight both successes and challenges.



Required Report Contents: Outline

	Assessment of Performance in relation to the 9 National Health and Wellbeing Outcomes
	Financial Performance and Best Value
	Reporting on Localities
	Inspection of Services
	Review of Strategic Commissioning Plan (if applicable)

Delivery of the 9 Health & Wellbeing Outcomes



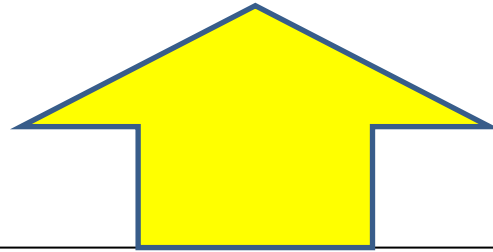
- Arrangements as set out in Strategic / Commissioning Plans (Service Delivery)
- Expenditure
- Performance against the 23 “Core Suite” Indicators set by Scottish Government
- Performance against additional Indicators set locally as part of the Performance Management Framework
- Any “significant” decisions taken by the HSCP

Financial Performance and Best Value



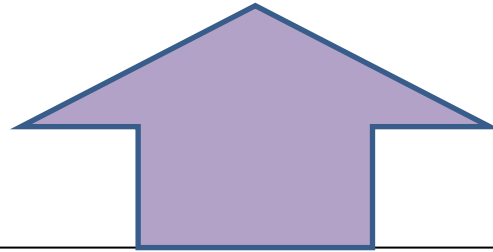
- Total spend by the Partnership.
- Spend by Service Grouping, and assessment of any under/overspend.
- Amount paid to, or set aside for, each locality.
- Has Best Value been achieved?
- Were there opportunities for further efficiencies?

Reporting on Localities



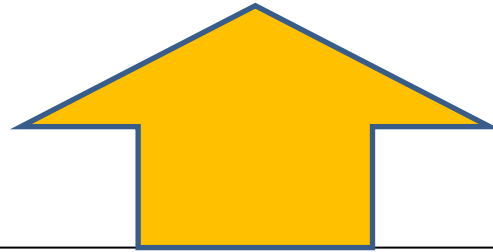
- Arrangements made for consulting and involving localities.
- Assessment of how these arrangements have contributed to the provision of services.
- Proportion of total Partnership budget spent in relation to each locality.

Inspection of Services



- Details of any inspections carried out relating to the functions delegated to the Partnership.
- For 2016/17: The Joint Inspection of Older People's Services January 2017.
- Any recommendation(s) made, alongside the actions taken by the Partnership.

Review of Strategic (Commissioning) Plan



- Required every 3 years as minimum, but a Partnership may choose to review more frequently and/or at a particular point in time.
- Performance Report to include a statement as to why the review was carried out, and describing any changes as a result.

Key Milestones

What	By When
Create APR delivery group (key managers and other staff from service delivery, finance, performance and communications)	ASAP
Prepare draft APR	Early February
Review & feedback on draft APR by groups in governance structure	Mid February – End March
Prepare final Word version of APR	Early May
EMT and IJB sign off final Word version of APR	Mid May [NB no formal IJB meeting in May]
Create graphics version of APR	End May
EMT and IJB sign off graphics version of APR	9 th and 26 th June (no IJB in July)
Preparation for publication incl. associated communications	No later than 31/07/2017 Statutory deadline

Links to the formal documents

- The Public Bodies (Joint Working) (Scotland) Act 2014 <http://www.legislation.gov.uk/asp/2014/9/contents>
- The Public Bodies (Joint Working) (Content of Performance Reports) (Scotland) Regulations 2014 <http://www.legislation.gov.uk/ssi/2014/326/contents/made>
- Guidance for Health and Social Care Integration Partnership Performance Reports (Scottish Government, published Wednesday, March 23, 2016) <http://www.gov.scot/Publications/2016/03/4544>
- Core Suite of Integration Indicators <http://www.gov.scot/Topics/Health/Policy/Adult-Health-SocialCare-Integration/Outcomes/Indicators>