

PROGRAMME HIGHLIGHT REPORT – December 2014 – January 2015

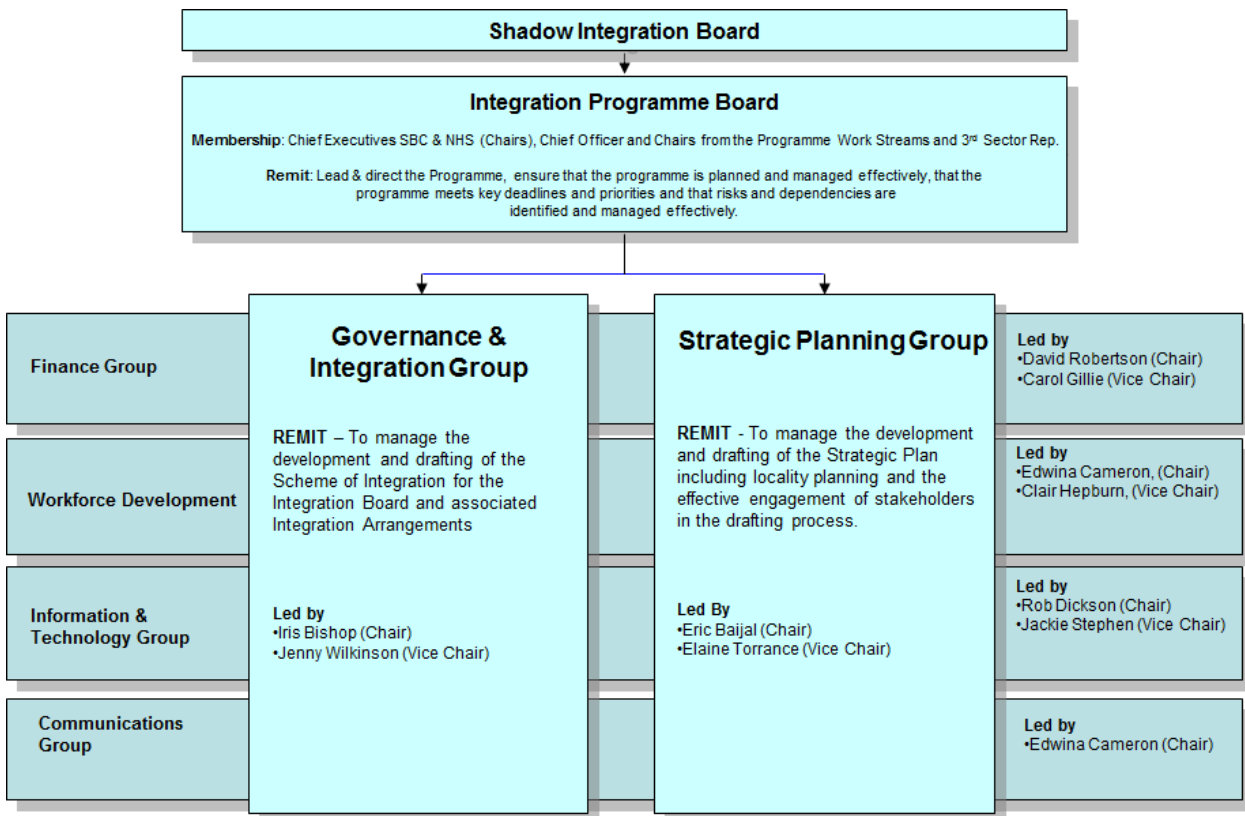
Aim

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

Background

- 2.1 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.

Headline Progress in the Reporting Period (December/January)

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

- Scheme of Integration – Draft for consultation agreed by both Council and the NHS Board in December. The formal consultation was launched on the 22nd December (see sections 4 and 9 below) and will last until 13 March. An updated draft will be brought to the Shadow Board on the 9th March.
- Public Engagement is being planned next month (February), in each of the 5 localities, as part of the above consultation and also to support the development of the Strategic Commissioning Plan.
- Good progress is being made on the development of the initial draft of the strategic plan. A first working draft will be presented to the Shadow Board at its meeting on the 9th of March (the first draft will not be completed until mid-March for presentation to Council and the NHS Board on 2nd April.
- Proposals for the recruitment of the standing Strategic Planning Group (required under legislation to support the Integration Joint Board in the development, review and renewal of the Strategic Plan) have been developed and are on the agenda. The Shadow Board's preferred model will be presented to the Council and NHS Board before the Strategic Planning Group is recruited. The Group needs to be in place by the end of March so that it can contribute to the development of the second draft of the Strategic Commissioning Plan between 6th April and 5th June.

Governance & Integration Group

- 4.1 Following approval from both the NHS Board and Council, the 1st draft of the Scheme of Integration was issued for consultation on the 22nd of December. The consultation runs until the 13th March.
- 4.2 The Scottish Government have circulated a copy of their guidance for reviewing an integration scheme – effectively, the criteria they will be using to appraise our Scheme of Integration when it is submitted to Ministers at the end of March. Locally, the template is being used by the Governance and Integration Group to undertake a self-assessment with key officers to identify any areas where we need to strengthen our Scheme of Integration. Meetings are also being held with Scottish Government Reps to assist in this process and ensure that there are no surprises at, or after, the point of submission.
- 4.3 A further draft of the Scheme of Integration will be presented to the Shadow Board on the 9th March. Board members should note that the draft will be finalised and submitted at the end of March and ahead of their next meeting which is on the 27th April. The submission will also be ahead of the meetings of the Council and NHS Boards on the 2nd April. Both bodies have delegated authority to their respective Chief Executives to agree and submit the Scheme of Integration.

Strategic Planning Group

- 5.1 The final guidance on Strategic Commissioning Plans was issued in December. Further advice notes are still to be issued.
- 5.2 Work on completing the first draft of the Strategic Commissioning Plan is being developed and a will be presented to the Shadow Board as work in progress at its meeting on the 9th March. The deadline for the first draft is mid-March and it is due for presentation at the NHS Board and Council on the 2nd April.
- 5.3 Proposals for the recruitment of the statutory Strategic Planning Group have been developed and a paper is included on this agenda. The Group will need to be in place by the beginning of April to enable their involvement in the development of the second draft from 6th April through to the 5th June. Wider consultation on the 2nd draft will take place from 1st July through to the 22nd September.

The Finance Group

- 6.1 A development session with the Shadow Board has been held on the Integration Budget (28th January).
- 6.2 The Financial planning process is nearing completion and work to support the Strategic Planning Work Stream has commenced.
- 6.3 A detailed timetable for the production of financial reports to the Shadow Board is now in place.
- 6.4 Work is now required to agree the process for dealing with remaining aspects of financial management – e.g. treatment of inflation (pay and price) additional resources allocated in year and overspends.

The Workforce Development Group

- 7.1 The Group has continued to:
 - contribution to the Scheme of Integration
 - develop of a baseline for the development of the workforce plan
 - develop the Organisational Development Plan for the integrated functions.
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The Information, Performance and Technology Group

- 8.1 A review of the IT and Data sharing requirements of both organisations – and those services/functions which will be central has been completed.
- 8.2 The analysis has been worked-up into a prioritised action plan and a project manager has been recruited to start progressing this.
- 8.3 Two pieces of work are being developed through the technology stream of the Integrated Care Fund – one is for the use of Video Conferencing and the expansion of TeleHealth Care.

The Communications and Engagement Group

- 9.1 The main activity has been in supporting the launch of the Scheme of Integration including:
- emailing consultation documents to consultees
 - news release
 - publishing the news release, consultation documents and e form on the NHSB and SBC websites
- 9.2 People are being asked to respond either via email or hard copy (hard copies are being made available on request).
- 9.3 Offers of presentations to individual groups have been offered on request. No groups have requested this to date.
- 9.4 A series of public meetings are being set up in February in each of the five localities – as per the press release and launch communications. These events will look at the development of the wider integration arrangements and ensure that a wide group of stakeholder views inform our plans.

Recommendation

The H&SC 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 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 applies 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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