

HEALTH AND SOCIAL CARE SHADOW INTEGRATION BOARD
ANNUAL REPORT 2014/15

1. Purpose

1.1 The Health & Social Care Shadow Integration Board's key remit was 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.

1.2 During the Shadow year, the Health & Social Care Shadow Integration Board directed the work-streams required to achieve integration and defined the transition arrangements, including the removal of the Community Health and Care Partnership (CHCP) structure by 1 April 2015.

1.3 The Health & Social Care Shadow Integration Board was a full and equal partnership between Scottish Borders Council and NHS Borders and operated within the wider context of Community Planning and the Council and NHS strategic frameworks, including joint arrangements such as the Single Outcome Agreement and Scottish Government HEAT target framework.

1.4 The Health & Social Care Shadow Integration Board had 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

1.5 To fulfil its remit the Health & Social Care Shadow Integration Board:-

- ensured adequate stakeholder engagement during the transition period;
- reviewed and extended the services covered as appropriate during the transition period;
- informed and considered 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.

1.6 The Health & Social Care Shadow Integration Board took on the work of the Scottish Borders Community Health and Care Partnership (CHCP). The Shadow Integration Board took cognisance of existing CHCP policy, work, and reporting Groups.

2. Management Support

2.1 The Health & Social Care Shadow Integration Board was supported in its work through the Chief Officer of the Integration Partnership for Scottish Borders.

3. Professional Advice

3.1 The Health & Social Care Shadow Integration Board had the authority to access appropriate professional advice and guidance to fulfil its remit.

4. Health & Social Care Shadow Integration Board

4.1 The Health & Social Care Shadow Integration Board for 2014/15 was chaired by Cllr Catriona Bhatia, the membership was as follows:-

Core Membership	
Elected Members of Scottish Borders Council	Cllr Catriona Bhatia (Chair) Cllr David Parker Cllr Sandy Aitchison Cllr Frances Renton Cllr John Mitchell Cllr Jim Torrance
NHS Borders Members	Mrs Pat Alexander (Vice Chair) Dr Doreen Steele Dr Stephen Mather Mr David Davidson Dr Simon Watkin Dr Jonathan Kirk
Officers	
NHS Borders Chief Executive	Mr Calum Campbell/Mrs Jane Davidson
SBC Chief Executive	Mrs Tracey Logan
NHS Borders Director of Finance	Mrs Carol Gillie
SBC Chief Financial Officer	Mr David Robertson
NHS Borders Chief Operating Officer	Mrs Jane Davidson
NHS Borders Medical Director	Dr Sheena MacDonald
NHS Borders Director of Nursing & Midwifery	Mrs Evelyn Rodger
SBC Chief Social Work Officer	Mrs Elaine Torrance
Borders Carers Centre	Mrs Fiona Morrison
Public Partnership Forum Chair	Mr Andrew Leitch
Borders Voluntary Care Voice Coordinator	Mrs Jenny Miller
Joint Staff Forum Chair	Mr David Bell
Chief Officer	Mrs Susan Manion
SBC Depute Chief Executive	Mrs Jeanette McDiarmid
Board Secretary	Miss Iris Bishop
Programme Manager	Mr James Lamb

5. Meetings

5.1 The Health & Social Care Shadow Integration Board met on eight occasions during the year from 1 April 2014 to 31 March 2015, on the following dates:-

- 28 April 2014
- 30 June 2014
- 4 August 2014
- 15 September 2014

- 17 November 2014
- 8 December 2014
- 9 February 2015
- 9 March 2015

5.2 Appendix 1 details the schedule of business for 2014/15 and Appendix 2 the attendance record for 2014/15.

6. Conclusion

6.1 The Health & Social Care Shadow Integration Board has worked to develop the joint agenda and strengthen the partnership between NHS Borders, Scottish Borders Council, the voluntary sector and the public. During the year 2014/15 the Health & Social Care Shadow Integration Board had the remit of the CH&CP demitted to it by Scottish Borders Council and NHS Borders.

7. Statement of Approval

7.1 The report has been produced as record of work undertaken during the year ending 31 March 2015. As of 1 April 2015 the Health & Social Care Shadow Integration Board became the Health & Social Care Integration Joint Board.

Approved by: Cllr Catriona Bhatia (Chair)

Signed:(Cllr Catriona Bhatia)

Date:

Health & Social Care Shadow Integration Board
Schedule of Business considered: 1 April 2014 to 31 March 2015

Date of Meeting	Title of Business Discussed
28 April 2014	Minutes of Previous Meeting on 24 March 2015 Matters Arising & Action Tracker
	STRATEGY
	Programme Highlight Report Integrated Resources Advisory Group – Guidance Membership
	GOVERNANCE
	Scheme of Delegation for Chief Officer Governance Code Chief Officer Appointment Update
	FINANCE
	Scope/Integrated Budget
	CLINICAL & CARE SERVICES
	Care and Clinical Governance Reviewing Capacity & Demand in SBC and NHS Borders Occupational Therapy Services
Date of Meeting	Title of Business Discussed
30 June 2014	Minutes of Previous Meeting of 28 April 2014 Matters Arising & Action Tracker
	STRATEGY
	Update on Change Fund Projects Exit Strategy Arms Length Organisation Business Case
	GOVERNANCE
	Programme Highlight Report Chief Officer Appointment Update
	FINANCE
	Monitoring of the Shadow Integrated Budget 2014/15 Health & Social Care Integration Partnership Budgets
	CHILDREN
	Early Years Collaborative Progress Report
Date of Meeting	Title of Business Discussed
4 August 2014	Minutes of Previous Meeting of 30 June 2014 Matters Arising & Action Tracker
	STRATEGY
	GOVERNANCE
	Programme Highlight Report Consultation on Draft Regulations
	FINANCE
	Monitoring of the Shadow Integrated Budget 2014/15 Integrated Care Fund

	CLINICAL & CARE SERVICES
	Care and Clinical Governance Assurance Arrangements
	CHILDREN
	Early Years Collaborative Performance Scorecard June 2014
Date of Meeting	Title of Business Discussed
15 September 2014	Minutes of Previous Meeting of 4 August 2014 Matters Arising & Action Tracker
	STRATEGY
	Engagement/Consultation Framework Communications & Engagement Framework
	GOVERNANCE
	Programme Highlight Report Milestones: Scheme of Integration and Strategic Plan Terms of Reference of Joint Staff Forum Clinical & Care Governance Assurance Arrangements
	FINANCE
	Health & Social Care Integration Partnership Budgets
	CLINICAL & CARE SERVICES
	CH&CP Planning & Delivery Group Update Delayed Discharges Integrated Care Fund/Proposal for Management of Fund Future Workplan
Date of Meeting	Title of Business Discussed
17 November 2014	Minutes of Previous Meeting of 15 September 2014 Matters Arising & Action Tracker
	STRATEGY
	Localities Arms Length Organisation Progress Update
	GOVERNANCE
	Programme Highlight Report Draft Guidance Summary and Draft Consultation Response
	FINANCE
	Monitoring of the Shadow Integrated Budget 2014/15
	CLINICAL & CARE SERVICES
	The Scottish Borders Autism Strategy
Date of Meeting	Title of Business Discussed
8 December 2014	Minutes of Previous Meeting of 17 November Matters Arising & Action Tracker
	STRATEGY
	Update on Strategic Plan
	GOVERNANCE
	Programme Highlight Report The Establishment of the Integrated Health & Social Care Partnership Arrangements in the Scottish Borders Draft Health & Social Care Integration Scheme Proposed Consultation Process for Draft Scheme of Integration Communications & Stakeholder Engagement Plan

	FINANCE
	Health & Social Care Integration Partnership Budgets Integrated Care Fund
	CLINICAL & CARE SERVICES
Date of Meeting	Title of Business Discussed
9 February 2015	Minutes of Previous Meeting of 8 December 2014 Matters Arising & Action Tracker
	STRATEGY
	Establishing a Permanent Strategic Planning Group to Support the Integration of Social Care and Health
	GOVERNANCE
	Programme Highlight Report H&SC Interim Integration Joint Board Business cycle and Meeting Dates 2015/16
	FINANCE
	Monitoring of the Shadow Integrated Budget 2014/15 Integrated Care Fund Transitions Health & Care Coordination
	CLINICAL & CARE SERVICES
Date of Meeting	Title of Business Discussed
9 March 2015	Minutes of Previous Meeting of 9 February 2015 Matters Arising & Action Tracker
	STRATEGY
	Draft Strategic Commissioning Plan Inpatient Services Review
	GOVERNANCE
	Programme Highlight Report Draft Scheme of Integration Update Future of the CH&CP
	FINANCE
	Monitoring of the Shadow Integrated Budget 2014/15 Integrated Care fund Proposed Governance
	CLINICAL & CARE SERVICES

**Health & Social Care Shadow Integration Board
Attendance Record: 1 April 2014 to 31 March 2015**

Name & Title MEMBERS	28.04.14	30.06.14	04.08.14	15.09.14	17.11.14	08.12.14	09.02.15	09.03.15
Cllr Catriona Bhatia (Chair) SBC Elected Member	P	P	A	P	P	P	P	P
Cllr David Parker SBC Elected Member	A	A	P	A	P	P	P	P
Cllr Sandy Aitchison SBC Elected Member	A	P	P	P	P	P	A	A
Cllr Frances Renton SBC Elected Member	P	P	A	P	P	P	P	P
Cllr John Mitchell SBC Elected Member	P	P	P	P	P	P	P	P
Cllr Jim Torrance SBC Elected Member	P	A	P	A	P	P	P	A
Mrs Pat Alexander (Vice Chair) NHS Borders Non Executive	P	P	P	P	P	P	P	P
Dr Doreen Steele NHS Borders Non Executive	P	P	P	P	P	P	P	P
Dr Stephen Mather NHS Borders Non Executive	A	P	P	P	P	P	P	P
Mr David Davidson NHS Borders Non Executive	P	P	P	P	P	P	P	P
Dr Simon Watkin NHS Borders Member	P	P	A	P	P	P	A	A
Dr Jonathan Kirk NHS Borders Member	P	P	A	P	A	A	A	A
Name & Title OFFICERS	28.04.14	30.06.14	04.08.14	15.09.14	17.11.14	08.12.14	09.02.15	09.03.15
Mr Calum Campbell NHS Borders Chief Executive	P	P	A	P	P	P	-	-
Mrs Tracey Logan SBC Chief Executive	A	A	P	P	P	A	A	P

Mrs Carol Gillie NHS Borders Director of Finance	P	P	P	P	P	P	0	P
Mr David Robertson SBC Chief Financial Officer	P	P	P	P	P	A	P	P
Mrs Jane Davidson NHS Borders Chief Operating Officer NHS Borders Chief Executive (Interim)	A	P	P	P	P	A	P	A
Dr Sheena MacDonald NHS Borders Medical Director	A	A	A	0	P	P	A	A
Mrs Evelyn Rodger NHS Borders Director of Nursing & Midwifery	P	P	P	P	P	A	P	A
Mrs Elaine Torrance SBC Chief Social Work Officer	P	A	P	P	P	P	P	P
Mrs Fiona Morrison Borders Carers Centre	P	A	P	P	A	P	A	A
Mr Andrew Leitch Public Partnership Forum Chair	0	0	0	0	0	0	0	0
Mrs Jenny Miller Borders Voluntary Care Voice Coordinator	A	A	P	A	0	A	P	P
Mr David Bell Joint Staff Forum Chair	0	0	P	A	P	P	P	P
Mrs Susan Manion Chief Officer	0	P	P	P	P	P	P	P
Mrs Jeanette McDiarmid SBC Depute Chief Executive	P	P	A	P	P	A	P	P
Miss Iris Bishop Board Secretary	A	A	A	A	A	A	A	A
Mr James Lamb Programme Manager	0	A	P	P	A	P	P	P

P = Present - A = Apologies – 0 = Did Not Attend/No Apologies received