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**Report to Clackmannanshire Council**

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**Date of Meeting: 22 October 2015**

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**Subject: Progress towards Integration of Health and Social Care Services [Adults]**

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**Report by: Chief Officer, Health and Social Care Integration**

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**1.0 Purpose**

- 1.1. This report builds on previous reports submitted to Council in relation to the progress and activity being undertaken to prepare for the integration of health and adult social care.

**2.0 Recommendations**

- 2.1. To note the Order of the Scottish Parliament establishing the Integration Joint Board.
- 2.2. To note the progress and activity being undertaken to prepare for the integration of health and adult social care.
- 2.3. To note the establishment of the Strategic Planning Group and the publication time frame for the Strategic Plan in March 2016.

**3.0 Considerations**

**3.1. Legal Status and Membership**

The partnership received notification of the approval of the Integration Scheme and the responsibilities of the Chief Officer by the Cabinet Secretary for Health, Wellbeing and Sport on 17 September 2015. The Order to establish the Integration Joint Board was laid in the Scottish Parliament on 4 September for the required period of 28 days and will come into force on 3 October 2015. This means that from the 3 October 2015 the Clackmannanshire and Stirling Integration Joint Board will be legally established and the Transition Board will formally move to be established as the Integration Joint Board at the next available meeting on 27 October 2015. A copy of the letter is appended to this report. [Appendix 1]

The voting and non voting membership of the Board is defined within the Public Bodies (Joint Working)(Scotland) Act 2014 and its accompanying guidance and regulations. All voting members are now in place and have been attending the Transition Board. At the meeting in September 2015 the majority of the non voting

members joined the Board , including staff, unpaid carers and third sector representatives. The service users, primary care and third sector representative for Clackmannanshire have been subject to recruitment processes and are set to join the Integration Joint Board at its meeting on 27 October 2015. A list of the current members is appended to this report. [Appendix 2]

### **3.2. Finance and Appointment of Chief Finance Officer**

Ewan Murray has been appointed to the post of Chief Finance Officer. The Chief Finance Officer post has been established as a one year, part time post to allow the partnership to more fully assess the level of demand attached to the role. The core tasks for the Chief Finance Officer are to be responsible for the financial administration and governance of the Integrated Authority and to work with the Chief Officer to ensure the delivery of the national and locally agreed outcomes. The Chief Finance Officer will also continue to work closely with the Section 95 Officer of Clackmannanshire Council.

As reported to Council on 13 August 2015, the Finance Work stream continues to work on the due diligence exercise using the agreed common principles and methodologies, with two sub groups focused on governance and assurance. A further report will be submitted to Council when partners have completed the due diligence work which will provide the results and, if there are any, highlight areas of unresolved difference. It is important to note that it is not intended that the Council will be asked to agree the quantum of resource transfer to be paid at this point, given that the Integration Joint Board is not expected to agree and publish the Strategic Plan until March 2016 nor have the details of the individual funding settlements been provided to partners.

### **Core Group and Work Streams**

The Public Bodies Act and accompanying regulations and guidance sets out a number of statutory requirements for the implementation of health and social care integration. These requirements are reflected in the Integration Scheme for the partnership and in the focus of each of the work streams. A core group of senior officers from the Forth Valley Councils and NHS Forth Valley have been coordinating the 9 work streams and more recently a programme planning approach has been taken to ensure that key milestones are achieved within the required time scales. Where possible the work streams work across Forth Valley to ensure consistency of approach. These are:

**Governance** - established to develop a governance framework. Further work will be required to align this to the governance arrangements for each of the Councils and the NHS Board.

**Consultation & Engagement** - established to develop a participation and engagement strategy.

**Clinical and Care Governance** - established to develop a clinical and care governance framework. The role of the Chief Social Work Officer will be clearly articulated within the framework.

**Performance and Measurement** - established to develop a performance framework for the partnership focused on the local and national outcomes.

**Work Force** - established to develop a workforce development plan.

**Organisational Development** - established to develop an OD plan to support the change programme and contribute to the development of the Integration Joint Board

**Data Sharing Partnership** - this partnership spans children's and criminal justice services in addition to adult health and social care services. It is reporting as part of the current work streams but will continue beyond this change programme.

**Risk** - established to develop a risk strategy, guidance and register

**Finance** - as described above in section 3.2.

### **3.3. Staff Forum**

As part of the work force work stream a Forth Valley wide staff forum has now been established. The staff forum is at an early stage of development and is currently agreeing the terms of reference and operating framework. It involves membership drawn from the Human Resources teams, staff side and trade union representation from the local authority partners.

### **3.4. Strategic Planning Group and Strategic Plan**

The Act places a duty on Integration Authorities to create a strategic plan for the integrated functions and budgets that they control. It is the mechanism that will set the priorities for service development and delivery. The Plan needs to take account of the Scottish Government's 2020 Vision for Health and Social Care and, at local level the Health Care Strategy for NHS Forth Valley and the Single Outcome Agreement. Essentially the 2020 Vision is that everyone is able to live longer, healthier lives at home or in a homely setting and that services are designed and delivered to be person centred and high quality. That we will have a care system where we have integrated health and social care; a focus on prevention; anticipation and supported self management; care provided within local communities or on a day care basis; and, hospital based care for those who need it with a focus on ensuring appropriate admission, flow and timely discharge.

The Strategic Plan needs to reflect both a housing contribution statement [described in section 3.5] and localities. A locality is described in the Act as a smaller area within the borders of an Integration Authority. The purpose of creating localities is to provide a mechanism for local leadership of service planning, to be fed up into the Strategic Plan. Each partnership needs to have a minimum of two localities and they should reflect natural communities and take account of clusters of GP practices. Work is currently ongoing to define what might be the most appropriate locality arrangements for the partnership.

The Act further prescribes that each partnership establishes a Strategic Planning Group. The role of the group is to develop and finalise the Strategic Plan and to continue to review progress, as measured against the performance framework [national outcomes and local indicators]. The Strategic Plan should be reviewed as necessary by the Group but no later than every three years.

The local Clackmannanshire and Stirling Group has now been established and is in the process of developing the draft Strategic Plan. The Plan is based on a needs assessment and draws on the work from the earlier Reshaping Care for Older People work stream and commissioning plan, service improvement plans and the

NHS Forth Valley Clinical Services Review. It is important that the Plan is based on evidence of need, efficiency and best value and that it is aligned to the outcomes for the partnership.

Some early emerging themes are developing and will be further considered against the needs assessment by the Strategic Planning Group. These are -

- Early Intervention and prevention. The right care is delivered for me at the right time.
- Support self management and plan care proactively
- Work with our communities to improve access to services and build capacity - working with third sector, community groups across and within localities to plan services
- Service Integration - this includes co location, single points of entry to services, whole systems pathways and a skilled and supported workforce
- Reducing Health Inequalities
- Hospital and Out of Hours Care

Some further public conversations will take place across late September and early October to further refine the emerging themes and a consultation programme in November and December with a view to publication in March 2016. As noted above the individual funding settlements have not been provided to partners and it will not be clear what level of resource is available to the Integrated Authority until the Councils and NHS Forth Valley are clear about their own budget positions. This means that for this iteration of the Strategic Plan it will be presented as fairly high level themes and further work will be required by the Strategic Planning Group during the life of the plan to develop the more detailed care group information and plans.

It is only when the Strategic Plan is agreed by the Integration Joint Board that functions and resources can be delegated to the Integration Authority. To meet the statutory requirements this means that the Plan must be agreed prior to 1 April 2016.

### **3.5 Housing Advice Note [HAN]**

The Scottish Government have issued a Housing Advice Note which covers the key aspects of the joint working arrangements that are required at local level between the integration authority and the housing sector, including housing associations and other providers of care and support.

The housing sector has a key role to play in promoting the health and wellbeing of individuals and their wider communities. In addition, the housing sector has a key part to play in promoting the health and Wellbeing of individuals and their wider communities. It is also a key element of the delivery of National Health and Wellbeing Outcomes and in particular Outcome 2:

*"People, including those with disabilities, long term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community."*

There is a long and positive history of joint working and services in both Clackmannanshire and Stirling.

The Integration Scheme for the Clackmannanshire and Stirling partnership incorporates the housing related functions which 'must be' delegated. These are:

- provision of assistance to Registered Social Landlords [RSL's] in relation to the provision of aids and adaptations e.g. handrails, stair lifts, and larger adaptations such as extensions and bathroom re designs.
- provision of assistance to any person for housing purposes in relation to aids and adaptations.
- provision of gardening assistance for older people and people with a disability
- assessment of need and provision of social welfare services including residential care, personal care and housing support [only where the housing support is provided as part of package of care which includes personal care]

Joint work is now underway to further define the services in scope and to ensure that any operational requirements are fully considered.

A Housing Contribution Statement is required as a discrete part of the Strategic Plan to ensure that the planning for services is aligned and that the underpinning strategic needs assessment takes full account of the needs of the population. Closer alignment of the Local Housing Strategy and the Strategic Plan will help to build a fuller picture of needs and enhance joint planning to promote the development of services to support both early intervention and prevention, older people and people with disabilities.

Locally the housing services are part of the Strategic Planning Group and are currently working on the Housing Contribution Statement. There has been a work shop supported by the Joint Improvement Team to help the partnership including housing associations and other providers to develop an understanding of integration and the opportunities for closer alignment of strategic planning and to identify further joint working opportunities. The workshop led to the establishment of a Housing Contribution Statement Working Group involving Housing from both Councils, Social Services and NHS.

At national level the Joint Improvement Team continue to offer support to partnerships.

## **4.0 Conclusions**

- 4.1.** A considerable amount of work is taking place to ensure that the framework for the delivery of health and social care integration is in place to meet the regulatory requirements.

- 4.2. As previously intimated to Council further reports will be presented following the completion of the due diligence exercise by the Section 95 Officer.

## 5.0 Sustainability Implications

- 5.1. The Council's budget and its approval will allow services to deliver against the sustainable outcomes.

## 6.0 Resource Implications

### 6.1. *Financial Details*

- 6.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 6.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

### 6.4. *Staffing- not applicable*

## 7.0 Exempt Reports

- 7.1. Is this report exempt? No

## 7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box )

- |  |                                     |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses         | <input checked="" type="checkbox"/> |
| Our communities are more cohesive and inclusive                          | <input checked="" type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input checked="" type="checkbox"/> |
| Our communities are safer  | <input checked="" type="checkbox"/> |
| Vulnerable people and families are supported                             | <input checked="" type="checkbox"/> |
| Substance misuse and its effects are reduced                             | <input checked="" type="checkbox"/> |
| Health is improving and health inequalities are reducing                 | <input checked="" type="checkbox"/> |
| The environment is protected and enhanced for all                        | <input checked="" type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence        | <input checked="" type="checkbox"/> |

- (2) **Council Policies** (Please detail)

## 8.0 Equalities Impact

8.1 Equalities and Human Rights Impact Assessment is not required at this stage in relation to the report, which is for noting, but will take place in relation to the Strategic Plan. Yes  No

## 9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

## 10.0 Appendices

10.1 Cabinet Secretary - letter of approval, dated 17 September 2015

10.2 Membership of the Integration Joint Board @ 17 October 2015

## 11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes  (please list the documents below) No

### Author(s)

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### Approved by

NAME	DESIGNATION	SIGNATURE
Shiona Strachan	Chief Officer - Health & Social Care Integration	Signed: S Strachan
Elaine McPherson	Chief Executive	Signed: E McPherson





Health and Social Care Integration Directorate  
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To:  
**Jane Grant**  
Chief Executive of NHS Forth Valley

**Elaine McPherson**  
Chief Executive of Clackmannanshire Council

**Stewart Carruth**  
Chief Executive of Stirling Council

CC:  
**Shiona Strachan**  
Chief Officer of Clackmannanshire and Stirling Health and Social Care Partnership

17 September 2015

Dear Colleagues

**Approval of integration scheme under section 7(2)(a) of the Public Bodies (Joint Working) (Scotland) Act 2014 ('the Act')**

I write to provide notification that the Cabinet Secretary for Health, Wellbeing and Sport has approved your integration scheme and the responsibilities of the chief officer in terms of section 10(7) of the Act, as set out in your scheme.

The Order to establish the integration joint board will be laid in the Scottish Parliament on Friday 4 September and will lie in Parliament for 28 days before coming in to force on Saturday 3 October 2015. From Saturday 3 October 2015 the integrated joint board for the area of Clackmannanshire and Stirling councils will be legally established.

I would like to take this opportunity to thank you for working with us to reach this milestone, and I look forward to continuing to work with you over the coming months.

Yours faithfully



Alison Taylor  
Head of Integration Partnerships



## APPENDIX 2

Member	Name	Voting / Non Voting
Non Executive and Chair	Alex Linkston	Voting Member
Elected Member and Vice Chair	Councillor Les Sharp	Voting Member
Elected Member	Councillor Donald Balsillie	Voting Member
Elected Member	Councillor Johanna Boyd	Voting Member
Elected Member	Councillor Janet Cadenhead	Voting Member
Elected Member	Councillor Scott Farmer	Voting Member
Non Executive	John Ford	Voting Member
Executive	Graham Foster	Voting Member
Non Executive	Fiona Gavine	Voting Member
Executive	Jane Grant	Voting Member
Non Executive	James King	Voting Member
Elected Member	Councillor Christine Simpson	Voting Member
A registered medical practitioner employed by the Health Board and not providing primary medical services	Tracey Gillies	Non Voting Member
The proper officer of the integration joint board appointed under section 95 of the Local Government (Scotland) Act 1973(a);	Ewan Murray	Non Voting Member
Chief Social Work Officer	Val de Souza	Non Voting Member
Chief Officer	Shiona Strachan	Non Voting Member
A registered nurse who is employed by the Health Board or by a person or body with which the Health Board has entered into a general medical services contract	Angela Wallace	Non Voting Member

APPENDIX 2

A registered medical practitioner whose name is included in the list of primary medical services performers prepared by the Health Board in accordance with Regulations made under section 17P of the National Health Service (Scotland) Act 1978(b);	TBC	Non Voting Member
Staff of the constituent authorities engaged in the provision of services provided under integration functions	Tom Hart / Robert Clark Abigail Robertson / Lorraine Thompson Pamela Robertson / Kevin McIntyre	Non Voting Members
Third sector bodies carrying out activities related to health or social care in the area of the local authority	Natalie Masterton, Stirling Voluntary Enterprise Angela Leask Sharp Sauchie Community Group TBC	Non Voting Member
Service users residing in the area of the local authority	TBC	Non Voting Member
Persons providing unpaid care in the area of the local authority	Elizabeth Ramsay Shubhanna Hussain-Ahmed	Non Voting Member
Other members as required	TBC	Non Voting Member