

West Lothian Shadow Integration Joint Board

Date: 2 June 2015

Agenda Item: **8**

PROVISION OF SUPPORT SERVICES AND PROPOSED REPORT TEMPLATE

REPORT BY DIRECTOR

A PURPOSE OF REPORT

The purpose of this report is to

1. inform the shadow Integration Joint Board (IJB) of the requirement to make arrangements to provide or ensure the provision of the professional, technical, administrative and support services it reasonably requires
2. ask the shadow IJB to agree the process to develop arrangements for these services to the IJB
3. ask the shadow IJB to approve the draft report template.

B RECOMMENDATION

It is recommended that the shadow IJB

1. agrees the process to develop arrangements for the provision of support services
2. approves the draft report template.

C TERMS OF REPORT

Support Services

As part of the implementation of the Integration Scheme the IJB will be required to provide, or ensure the provision of, the professional, technical, administrative and support services it reasonably requires.

In the short term the Parties will continue to use the arrangements that have already been put in place to provide professional, technical and administrative support to Community Health Partnerships, and joint working more generally.

In order to develop a sustainable long term solution, a working party will be convened, with membership from the Health Board and the four local authorities in Lothian. This working party will develop recommendations for approval by the Health Board, the four local authorities, and the four Partnerships.

As soon as the proposals have been finalised by the working party and agreed by NHS Lothian and the four local authorities which prepared the integration schemes for the Lothian IJBs, a draft agreement will be prepared reflecting the agreed proposals. The draft agreement will be adjusted in line with discussions among the parties, and, as soon as the terms have been finalised, it is intended that the agreement will then be formally executed by NHS Lothian, the four local authorities, and the Lothian IJBs (including the IJB).

Within a year of the agreement taking effect, the Parties and the IJB will undertake a review of the support services put in place pursuant to the agreement to ensure that the IJB has available to it all necessary professional, technical or administrative services for the purpose of preparing its Strategic Plan and carrying out the integration functions. There will then follow a process of annual review on the support services required by the IJB and this process will form part of the annual budget setting process for the IJB.

Report Template

A report template has been drafted in conjunction with West Lothian Council Committee Services for use by the IJB (see Appendix). The template ensures that reports are presented in a consistent and comprehensive manner and that all relevant areas and implications are considered in the production of the report.

D CONSULTATION

None required.

E REFERENCES/BACKGROUND

West Lothian Integration Scheme

F APPENDICES

Draft Report Template

G SUMMARY OF IMPLICATIONS

Equality/Health	The report has been assessed as having little or no relevance with regard to equality or the Public Sector Equality Duty. As a result, an equality impact assessment has not been conducted.
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National health and Well-Being Outcomes	None.
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Strategic Plan Outcomes	None.
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Single Outcome Agreement	None.
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**Impact on other
Lothian IJBs** None.

Resource/finance None.

Policy/Legal None.

Risk None.

H CONTACT

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2 June 2015