

## **West Lothian Health and Social Care Partnership Shadow Integration Joint Board**

Date: 25 August  
2015

Agenda Item: **10**

### **INTEGRATION JOINT BOARD INDUCTION**

#### **REPORT BY HEAD OF HEALTH**

#### **A PURPOSE OF REPORT**

The purpose of this report is to provide an update on planned organisational development (OD) induction sessions for Integration Joint Board Members.

#### **B RECOMMENDATION**

That the Shadow Integration Joint Board consider the contents and note that events are programmed across Lothian in addition to the West Lothian session held on 19 August 2015.

#### **C TERMS OF REPORT**

Central to the successful establishment of an Integrated Joint Board (IJB) is the need to provide a robust induction programme for Joint Board Members.

Although there has been much development work done there is a need for all new members, and particularly those that have never been a Board member before to understand their role on this new legal entity and have the opportunity to discuss and reflect on this with colleagues in a similar position.

A programme for induction and development for IJB members is therefore being progressed within NHS Lothian through NES. It is open to all IJB members and relevant senior officers for all four Lothian IJBs.

IJB members will therefore have the opportunity to attend complementary induction and briefing sessions on the common and the local aspects of integration. It is strongly recommended that IJB members, as well as senior officers who will be involved in managing and delivering integrated functions, attend these sessions to ensure as full an understanding of all aspects of integration from the outset.

The pan Lothian induction will be provided in two phases.

Phase 1 Content will include:

- Overall Governance
  - Standing orders and Codes of Conduct
  - Governance expectations of a new IJB
  - What is different from before
- Financial Governance
  - Roles and responsibilities
  - Accountabilities
  - The role of the Chief Finance Officer
  - Audit Committees
  - Internal Audit
  - Risk Register
- Financial Arrangements
  - Financial Model
  - Financial Assurance
  - Financial Reporting
  - Financial Framework for the Strategic Plan

The Phase 1 session is available on several dates to ensure that all the Lothian IJBs' members have the chance to attend.

The dates available for members to choose from are as follows:

- 26<sup>th</sup> August, Seminar Room 2, Chancellors Building, University of Edinburgh, Little France
- 31<sup>st</sup> August, NES, Westport
- 11<sup>th</sup> September, MR7 NHS Lothian, Waverley Gate
- 15<sup>th</sup> September, Seminar Room 2, Chancellors Building, University of Edinburgh, Little France

The aim is that this pan Lothian session will provide a good grounding for IJB members and senior officers in how things are to work in the new IJB regime.

These Governance and Finance issues are common to all 4 of the IJBs in Lothian and attendance at one of these workshops will also give members the opportunity to interact and share thinking with colleagues from the other 3 Lothian Partnerships.

Phase 2 is a tailored programme for each IJB based on the Scottish Government IJB Guide and discussions are currently underway as to what that might look like

In addition to that central programme, it was recognised that a local West Lothian Induction covering local aspects of integration would be helpful to add an understanding of local arrangements and services. This took place on the 19<sup>th</sup> August 2015.

In summary the content reflected the following key aspects :

- Overview of the national policy drivers
- Local context in terms of structure of West Lothian's Health and Social Care Board and Role of Members
- Risk Register
- Strategic planning with overview of 2 localities
- Strategic Commissioning
- Performance Reporting and continuous improvement
- Board Business and
- IJB direction of future need

## **D CONSULTATION**

Consultation relating to content has taken place with :

- West Lothian Health and Social Care SMT
- West Lothian CHCP Board
- NHSL Integration

## **E REFERENCES/BACKGROUND**

[Scottish Government - Integration of Health and Social Care](#)

## **F APPENDICES**

None.

## **G SUMMARY OF IMPLICATIONS**

<b>Equality/Health</b>	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.
<b>National Health and Well-Being Outcomes</b>	None.
<b>Strategic Plan outcomes</b>	None.
<b>Single Outcome Agreement</b>	None.
<b>Impact on other Lothian IJBs</b>	None.

**Resource/finance**    None.

**Policy/Legal**        None.

**Risk**                  None.

## **H   CONTACT**

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