

[Area] Locality Group

Terms of Reference and Membership

A. Remit of Locality Group

The West Lothian Integration Joint Board (IJB) has established two localities within West Lothian in accordance with the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014.

The localities have been built up from 2011 datazones to support data capture for planning purposes and aligned as best fit to General Practice (GP) populations and multi-member wards to support development of integrated models around GP Practice clusters as well as localities. The geographies of the localities are laid out in section G.

The [Area] Locality Group is to provide an organisational mechanism for local leadership of service planning, to be fed upwards into the IJB Strategic Commissioning Plan and to influence how resources are utilised in their area.

The purpose of the [Area] Locality Group is to:

- Support the principles that underpin collaborative working to ensure a strong vision for service delivery.
- Support GPs to play a central role in providing and coordinating care to local communities and by working more closely with others – including wider primary care team, secondary care, social care colleagues and third sector providers - to help improve outcomes for local people.
- Support a proactive approach to capacity building in communities and better integrated working between primary and secondary care.
- Provide a consultative function to the Integration Joint Board when a decision is to be made that is likely to significantly affect service provision in a locality.

The [Area] Locality Group will develop a locality plan which will take account of community plans and local regeneration plans within the localities. It is anticipated that the locality plan will build on the insights, experiences and resources in localities to support improvements in local networks, enable development of robust and productive professional relationships and improve health and wellbeing outcomes.

The locality plan will include

- A list of all services under the management of the IJB of which the locality is a part
- A note of the priorities for each locality under each of the service headings
- Planned expenditure for each service heading, using the locality budget as

determined taking account of population need and any factors relating to provision of services in the area.

The locality plan will be consistent with appropriate commitments within the following related high level strategies: West Lothian IJB Strategic Plan, care group Commissioning Plans, West Lothian Health and Social Care Partnership (HSCP) Engagement Framework, West Lothian Single Outcome Agreement, NHS Lothian Local Delivery Plan, NHS Lothian Clinical Strategy, West Lothian Housing Strategy, and West Lothian Council Corporate Plan.

B. Frequency

The group will meet quarterly.

C1. Lead Officer

The group will be chaired by [Head of Service].

C2. Contact

The Lead Officer will be supported by support officer/s from within West Lothian HSCP.

D. Reporting

The group will report to the West Lothian Integration Strategic Planning Group in accordance with the IJB Strategic Plan.

E1. Membership Profile

Participants are chosen in line with the Health and Social Care Localities Guidance, July 2015 to provide the relevant knowledge and expertise to fulfil the remit of the group.

E2. Membership

Member	Role
	Lead Officer
	GP representative
	Health Care representatives
	Housing representative
	Social Care representatives
	Third sector provider representative/s
	Independent sector representative/s
	Service user representative/s
	Carer representative/s
	Do you want to include anyone from CPP regeneration team?

F. Review

The terms of reference will be reviewed on an annual basis.

G. Locality areas

