

## ABERDEEN CITY COUNCIL

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COMMITTEE	Council
DATE	8 October 2014
LEAD OFFICER	Director Social Care and Wellbeing
TITLE OF REPORT	Remit of the Shadow Integration Joint Board
REPORT NUMBER	SCW/14/19
CHECKLIST COMPLETED	YES

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### **1. PURPOSE OF REPORT**

This is a report on behalf of the Transitional Leadership Group for integration, recommending that Council approves the proposed Remit of the Shadow Integration Joint Board, to be established to take forward preparations for integration of adult health and social care from 1 April 2015.

### **2. RECOMMENDATIONS**

The Transitional Leadership Group (TLG) recommends that the Council

- (i) approve the proposed Remit of the Shadow Integration Joint Board as at Appendix A;
- (ii) note the joint appointment of the Chief Officer, Judith Proctor; and
- (iii) suspend standing order 22(1) and agree that the TLG will transition to the Shadow Joint Board when the Chief Officer is in post, at a time deemed appropriate by the TLG and within timescales that ensure legal requirements for integration are met.

### **3. FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

### **4. OTHER IMPLICATIONS**

None

### **5. BACKGROUND/MAIN ISSUES**

- 5.1 Aberdeen City Council and Grampian NHS Board agreed to adopt the 'body corporate' model for integration of adult health and social care which requires the establishment of an Integration Joint Board and the appointment of a Chief Officer to the Board, under the Public Bodies (Joint Working) (Scotland) Act 2014.
- 5.2 As the Integration Joint Board cannot become operational until 1 April 2015 at the earliest, arrangements were put in place to enable the Partners to take

forward the planning and implementation of integration, in the form of a Transitional Leadership Group (TLG). The TLG has been meeting regularly since February 2014.

- 5.3 At Council on 25 June 2014, recommendations were approved for the establishment of a Shadow Integration Joint Board, comprised of members of the TLG, from 1 October 2014. Council agreed that the proposed remit for the Shadow Board be subject of a further report to Council.
- 5.4 The proposed Remit for the Shadow Integration Joint Board has been expanded from that of the TLG to take account of its changing role and the requirements for integration that have been set out in legislation and regulation.
- 5.4 It is the view of the TLG that further preparatory work is needed for the transition to the Shadow Board and that this should be planned with the Chief Officer in post. The TLG is of the view that the transition should be deferred to allow this. The Chief Officer who will lead the integrated services under the Integration Joint Board has been appointed according to the process agreed by Council on 25 June 2014 (Report CG/14/079 by Chief Executive) but has not yet taken up post.
- 5.5 The Integration Joint Board must be put in place during the period from 1 April 2015 to 1 April 2016, by law. The Integration Scheme for the Aberdeen Partnership must be approved by the Council and Grampian NHS Board then Scottish Ministers before the Integration Joint Board can be established. The intention is that all approvals be achieved before 1 April 2015.

## **6. IMPACT**

The Shadow Integration Joint Board, with the Chief Officer, will ensure that the implementation of the integration of adult health and social care services will progress towards the establishment of the Integration Joint Board and will prepare the membership for their Board responsibilities.

## **7. MANAGEMENT OF RISK**

The risk to the Council and NHS Board at this stage is that without and a clear remit for the Shadow Integration Joint Board, preparations for integration are not progressed sufficiently to meet the requirements of implementation of the integration.

## **8. BACKGROUND PAPERS**

Report to Council 25 June 2014, Establishment of a Shadow Integration Joint Board SCW/14/19.

## **9. REPORT AUTHOR DETAILS**

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**INTEGRATION OF HEALTH and SOCIAL CARE  
SHADOW INTEGRATION JOINT BOARD  
DRAFT REMIT**

**TERMS OF REFERENCE**

**1. Purpose**

To lead and provide strategic direction in relation to the implementation of the Integration of Health and Social Care, in line with legislation, emerging regulation and guidance, and local requirements.

**2. Remit of the Shadow Board**

The Shadow Board will:

- lead the transition to an integrated health and social care partnership, to be established from 1 April 2015 and by 1 April 2016 at the latest;
- lead the transition from Shadow to Integration Joint Board;
- oversee the production of the required Integration Scheme for establishing the Integration Joint Board;
- recommend the Integration Scheme to full Council and Health Board timeously;
- ensure a clear description of the role of the Chief Officer during the 'shadow' stage of integration and put in place reporting arrangements between the Shadow Integration Joint Board and the Chief Officer;
- establish the Strategic Planning Group with an agreed remit to progress work towards the delivery of the Strategic Plan post April 2015;
- ensure that an integrated performance management system to reflect joint and single agency requirements, performance measures that reflect national outcomes and local priorities, and the required reporting arrangements to the Shadow Board are put in place to enable the Board to develop its governance role in preparation for integration;
- consider Scottish Government guidance on integration as it progresses and take appropriate action arising from this;
- delegate work to and receive updates from lead officers;
- provide guidance to and be advised by lead officers;
- make decisions where authority has been delegated, otherwise make recommendations to the Council and Health Board; keep the Council and Health Board apprised of developments;
- consider and keep under review whether further dedicated resources are required to support the programme of transition;
- ensure the appropriate use of the Organisational Development Fund to support the development and establishment of integration arrangements;
- regularly communicate with key stakeholders.

### **3. Membership**

The Shadow Board will be co-chaired by an elected representative of Aberdeen City Council and a non-executive NHS Board member, chairing alternate meetings.

Core membership of the Shadow Board will be:

- 6 elected members of Aberdeen City Council;
- 6 Board members of NHS Grampian;
- Chief Officer for integration
- Director of Social Care and Wellbeing /Chief Social Work Officer, Aberdeen City Council;
- Head of Adult Services, ACC
- General Manager, Aberdeen CHP;
- 1 clinical lead NHS Grampian;
- The Third Sector, represented by Aberdeen Council of Voluntary Organisations;
- The Civic Forum (to be confirmed);
- 1 Trade Union representative (Aberdeen City Council)
- 1 Staff Partnership representative (NHS Grampian).

Substitutes are allowable on an exceptional basis. Aberdeen City Council has appointed 6 named substitutes for elected members. Substitutes for NHS Board members are to be drawn from the remaining pool of Board Members.

Other stakeholders may be co-opted as required.

It is expected that decisions will be reached by consensus. In terms of the legislative guidance, if a vote is required only the elected Councillors and Health Board members will have voting rights; if there is an equality of votes, officers will be instructed to report to the next meeting on a way forward. (See Standing Orders)

### **4. Meeting Cycle**

The Shadow Integration Joint Board will meet on a monthly cycle.

### **5. Quorum**

A meeting will require 3 ACC elected members and 3 members of NHSG Board in attendance. If a meeting is at any stage not quorate, it may continue but no decisions will be made at that meeting.