

HSCI

Public Bodies (Joint Working) (Scotland) Regulations – Prescribed matters to be included in an Integration Scheme

Easy Read Version

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PUBLIC BODIES (JOINT WORKING) (INTEGRATION SCHEME) (SCOTLAND) REGULATIONS 2014

1. The above instrument was made in exercise of the powers conferred by sections 1(3)(f), 1(15) and 20 of the Public Bodies (Joint Working) (Scotland) Act 2014.

Policy Objectives

2. The Public Bodies (Joint Working) (Scotland) Act 2014 (“the Act”) provides a framework for Health Boards and local authorities to integrate adult health and social care services. It requires that these parties jointly prepare an integration scheme for the purposes of setting out information about the arrangements they will make for integrating health and social care services. The content of the integration scheme must be agreed between the parties, consulted upon and approved by the Scottish Ministers.

3. Section 1(3) of the Act provides that an integration scheme must set out:

- the integration model chosen;
- the functions that are to be delegated;
- the functions that will be carried out in conjunction with delegated functions;
- method of determining amounts to be made available by the Health Board in respect of delegated functions;
- a method of determining payments to be made in respect of delegated functions;
- prescribed information about such other matters as may be prescribed.

4. This instrument sets out the prescribed information, about prescribed matters that must be included within integration schemes by Health Boards and local authorities in addition to those elements that are prescribed in the Act. This covers such matters as;

- **Local Governance Arrangements**
 - membership of board
- **Local Operational Arrangements**
 - governance arrangements
 - Strategic plan
 - Carrying out integrated functions as prescribed
- **Performance Targets**
 - performance targets, improvement measures and reporting arrangements which relate to integrated functions – timescales will be set by government
- **Clinical and Care Governance**
 - providing advice to strategic planning group and the delivery of health and social care services within localities outlined in the Strategic Plan
- **The operational role of the Chief Officer**
 - Arrangements for appointing chief officer
- **Workforce**
 - A list of the plans that the health board and the Local authority undertake to develop and put in place to support any staff employed in relation to services provided in pursuance of integration functions

- **Financial Management**
 - A statement of which constituent authority is to maintain financial ledgers for the purpose of recording the transactions of the integration board
 - A statement of the arrangements that the Health Board and local authority have agreed to make for the preparation of annual accounts, the financial statement prepared under section 39 of the Act, the financial elements of the strategic plan, and such reports on financial matters as the integration joint board may require in relation to the exercise of its functions
- **Payments to the integration board, timescales etc**
- **Financial Reporting**
- **Process for addressing variances in spending in relation to integrated functions**
- **Use of Capital Assets in relation to integrated function**
- **Participation and Engagement**
 - Participation and engagement strategy for Integration functions and timescales within which this is to be produced
- **Information Sharing and Data Handling**
 - Process to be followed for Information sharing accord
- **Complaints**
 - The arrangements for management of complaints in relation to services provided in pursuance of integrated functions
- **Claims**
 - The arrangements for the management and settlement of claims in relation to services provided in pursuance of integrated functions
- **Risk Management**
 - The risk management strategy which is to apply
 - How the integration joint board is to produce a list of risks to be reported under the risk management strategy and
 - Timescales for both
- **Dispute resolution**
 - Procedure to be used to resolve any dispute between LA and HB in relation to any matter contained within the IS

5. The prescribed matters set out the framework within which the Integration Joint Board, or lead agency, must operate. These are the key areas that the Health Board and the local authority remain accountable and responsible for. Their inclusion within the integration scheme ensures that there is clarity for the integration joint board, the workforce, stakeholders and the public on these matters. The Act allows one of four integration models to be chosen and this instrument applies to all of these models in so far as the prescribed matter is relevant to the integration model chosen.

6. The matters included within the integration scheme also provide partners an opportunity to combine and integrate their local practices in relation to, for example, information sharing. The requirement to set out the arrangements for this in the scheme will ensure that

the established systems and processes within the NHS and local government are adapted to form a more common approach for the matter covered by the integration scheme.