

A meeting of the Social Work & Social Care Scrutiny Panel will be held on Tuesday 31 October 2023 at 3pm.

Members may attend the meeting in person at Greenock Municipal Buildings or via remote online access. Webex joining details will be sent to Members and officers. Members are requested to notify Committee Services by 12 noon on Monday 30 October 2023 how they intend to access the meeting.

In the event of connectivity issues, Members are asked to use the *join by phone* number in the Webex invitation and as noted above.

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IAIN STRACHAN
Head of Legal, Democratic, Digital & Support Services

BUSINESS

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The documentation relative to the following item has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in paragraphs 6 and 9 of Part I of Schedule 7(A) of the Act.		
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Enquiries to - Diane Sweeney – Tel 01475 712147

Report To: Social Work & Social Care Scrutiny Panel **Date:** 31 October 2023

Report By: Kate Rocks, Chief Officer,
Inverclyde Health and Social Care Partnership **Report No:** SWSCP/33/2023

Craig Given, Head of Finance,
Planning and Resources
Inverclyde Health and Social Care Partnership

Contact Officer: Samantha White **Contact No:**

Subject: Revenue & Capital Budget Report – 2023/24 Revenue Outturn Position as at 31 August 2023

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 This report advises the Social Work and Social Care Scrutiny Panel on the projected outturn on revenue and capital for 2023/24 as at 31 August 2023.

1.3 The current year, 2023/24 revenue projected outturn as at 31 August 2023 is a minor overspend of £0.023m.

1.4 The Social Work capital budget is £9.707m over the life of the projects with £2.601m projected to be spent in 2023/24. Slippage of £1.641m is being reported linked to the delay and the extended market testing period on the Community Hub which is impacting the ability to achieve financial close and progress to the construction phase. Expenditure on all capital projects to 30 June 2023 is £0.136m (5.23% of approved budget, 14.16% of the revised projection). Appendix 4 details capital budgets.

1.5 The balance on the Integration Joint Board (IJB) reserves at 31 March 2023 was £24.262m. Within this balance, specific reserves totalling £6.463m have been delegated to the Council for use in 2023/24. Also, within the IJB reserves balance, smoothing reserves of £5.501 are held in relation to delegated functions to the Council of a more volatile nature, in order to mitigate the risk of in year overspends, for use during the financial year if required. As at 31 August 2023, it is projected that £0.200m of the smoothing reserves will be utilised in 2023/24. This position will continue to be monitored throughout the financial year.

2.0 RECOMMENDATIONS

- 2.1 That the Panel notes the projected current year revenue outturn of £0.023m overspend at 31 August 2023.
- 2.2 That the Panel notes the current projected capital position.
- 2.3 That the Panel notes the current reserves position.

Kate Rocks
Chief Officer
Inverclyde Health and Social Care Partnership

3.0 BACKGROUND AND CONTEXT

3.1 The purpose of the report is to advise the Panel of the current position of the 2023/24 Social Work revenue and capital budgets and to highlight the main variances contributing to the 2023/24 projected £0.023m overspend.

3.2 2023/24 Current Revenue Position

As at 31 August 2023, it is currently projected that Social Care will overspend by £0.023m. The table below provides a summary of this position, including the impact on earmarked reserves.

2022/23	Service	2023/24 (£000)				
Actual £000		Revised Budget	Outturn	Variance	Prior Variance	Variance Movement
12,449	Children & Families	12,773	15,024	2,251	2,074	177
40	Criminal Justice	97	143	46	19	27
26,703	Older Persons	31,204	29,044	(2,159)	(2,272)	113
9,214	Learning Disabilities	9,633	9,860	227	(148)	375
2,740	Physical & Sensory	2,869	3,153	284	263	21
1,768	Assessment & Care Management	2,733	2,500	(233)	(271)	38
1,080	Mental Health	1,681	1,555	(126)	(47)	(79)
633	Alcohol & Drugs Recovery Service	1,035	626	(409)	(293)	(116)
1,235	Homelessness	1,113	1,187	74	364	(290)
1,897	PHIC	1,903	2,008	105	184	(79)
2,961	Business Support	3,115	3,078	(37)	(72)	35
60,719	Delegated Social Work Budget	68,156	68,178	23	(199)	222
3,617	Transfer to EMR	0	0	0	0	(0)
64,336	Social Work Net Expenditure	68,156	68,178	23	(199)	222

2022/23	Earmarked Reserves	2023/24 (£000)				
Actual £000		Approved IJB Reserves	Revised IJB Reserves	Council-related Reserves	Projected Spend	Projected Carry Forward
24,262	Earmarked Reserves	24,262	24,262	6,463	3,148	3,315
0	CFCR	0	0	0	0	0
24,262	Social Work Total	24,262	24,262	6,463	3,148	3,315

3.2.1 Appendix 1 provides the details of the movement in the budget to date and Appendix 2 contains details of the projected outturn position. The material variances are identified by service below and detailed in Appendix 3.

3.2.2 Children and Families

Children and Families is currently projecting an overall overspend of £2.251m. Residential placements is projected to overspend by £1.400m. This is an increase of £0.076m from the position reported at period 3 and is due to the inclusion of costs for an additional 2 children for this financial year, offset by a reduction of 3 children in residential placements and a £0.2m assumed draw on the smoothing reserve held for this purpose. As previously reported, most of

the residential placements overspend was met from Covid reserves in the previous financial year. A review group will be closely monitoring these placements throughout the year to ensure a focussed approach on placements and the associated financial implications, with a view to management action bringing down the overall costs.

Child respite is currently projected to overspend by £0.288m, a reduction of £0.209m since period 3 and is due to a lower than originally anticipated weekly cost for a significant care package. Fostering, adoption and kinship is currently projecting an overspend of £0.218m, a reduction of £0.055m from period 3 due to 2 adoption placements ending. These placements will also be the subject of the review group going forward.

A new Scottish recommended allowance for fostering and kinship carers has been notified to us to be backdated to 1st April 2023. We are awaiting funding confirmation from Scottish Government, and budgets and projected costs will be included in the next budget monitoring report.

There is currently a projected net overspend of £0.228m against Employee Costs, an increase in projected spend of £0.359m from the reported period 3 position. The increase reflects the inclusion of the projected employee costs for the Ravenscraig Children's Unit previously funded from Covid reserves.

It is currently expected that the overspend in the service can be largely managed within the overall position, however, a smoothing reserve of £1.5m is available for use in relation to Children's residential placements if required should an overspend remain at the end of the financial year. As at period 5 a drawdown of £0.200m has been assumed against this reserve and reflected in the reported projected outturn position.

3.2.3 Older Persons

Employee costs are currently projected to underspend by £0.948, an increase in costs of £0.348m against the position reported at period 3, which reflects an anticipated reduction in the number of vacancies within the Care at Home service (£0.100m) and an adjustment to bring the projected travel costs in line with prior year spend (£0.212m) together with other minor changes. As previously reported, the overall underspend is related to the level of vacancies held by the service. Following the approval of the Care and Support at Home Review, budgets for the increased grades for social care support workers will be updated and included in the next budget monitoring report.

The external care at home service continues to experience recruitment and retention issues and the number of providers able to provide services is limited, resulting in a current projected underspend of £0.729m for 2023/24. This is an increase in projected costs of £0.167m since period 3 and reflects additional hours now allocated against Direct Awards.

For Residential and Nursing placement costs the projected net underspend is £0.225m, which represents a reduction in projected costs of £0.300m from the position reported at period 3, largely as a result of the financial assessments undertaken since that time.

Day services are currently projected to underspend by £0.051m, an increase in spend of £0.065m due to an additional 26 service users taking up the service.

Finally, Day Services Transport Costs are currently projected to underspend by £0.105m, with the projection in line with both anticipated usage and prior year spend.

The underspends noted above are contributing to an overall projected underspend of £2.159m for Older Persons at this stage.

3.2.4 Learning Disability

Learning Disabilities is currently projecting an overall overspend of £0.227m. A projected overspend on client commitments of £0.616m, an increase of £0.452m from the reported period 3 position, which is largely due to an additional 9 service users along with increased package costs. This is offset by a projected underspend of £0.267m on employee costs in relation to current vacancy levels and £0.063m across various non-pay budget headings.

A smoothing reserve is held for Learning Disability client commitments should it be required as the financial year progresses, but it is currently not expected to be drawn.

3.2.5 Physical and Sensory Disability

The main reason for the reported variance of £0.284m within Physical and Sensory Disability is a projected overspend of £0.262m for client packages, with the £0.035m increase since period 3 being due to increases in 2 service users care packages. It is expected that this will be able to be managed within the overall position, however a client commitments demographic reserve is held should it be required.

3.2.6 Assessment and Care Management

A year end underspend of £0.232m is currently anticipated for the service. Current commitments for respite and short breaks indicate that a year end underspend of £0.145m is anticipated. This projection is based on current committed use of the service and will be updated as the year progresses. Employee costs are also showing a projected underspend at this stage of £0.048m in relation to the current expected vacancy position.

3.2.7 Mental Health

Current commitments for client packages within Mental Health are anticipated to under spend against the full year budget by £0.200m, a reduction in projected costs of £0.021m since period 3 due to various minor care package changes. This is offset by a projected under recovery of payroll management target within employee costs at present of £0.068m, which will be monitored as the year progresses.

3.2.8 Alcohol and Drugs Recovery Service (ADRS)

As at 31 August 2023, underspends of £0.086m for employee costs and £0.218m for client packages are currently anticipated for the ADRS service for the year. Additionally, two services within ADRS are now contracted and paid for by Health and the projected outturn for Payments to Other Bodies has been reduced by £0.105m to reflect this. These are the main variances contributing to the overall projections reported.

3.2.9 Homelessness

Homelessness is currently projecting a reduced overspend of £0.074m, a reduction of £0.290m from the period 3 position. The movement is due to a reduction in the projected employee costs of £0.398m following a drawdown of £0.330m for the temporary service redesign posts together with additional vacancies. There are also agency staff costs of £0.120m included in the overall service projection, for which alternative funding sources are being discussed. Reserves are held by the service and a draw will be arranged in due course if required.

3.2.10 Planning, Health Improvement and Commissioning (PHIC)

The main reason for the reported variance of £0.104m within PHIC is that current staffing levels result in a projected under achievement of the payroll turnover target held for the service for the year of £0.118m. This continues to be monitored and should this projection continue, management action will be taken to ensure that alternative solutions are identified to achieve the target.

4.0 2023/24 Current Capital Position

4.1 The Social Work capital budget is £9.707m over the life of the projects with £2.601m projected to be spent in 2023/24. Slippage of £1.641m is being reported linked to the delay and the extended market testing period on the Community Hub which is impacting the ability to achieve financial close and progress to the construction phase. Expenditure on all capital projects to 30 June 2023 is £0.136m (5.23% of approved budget, 14.16% of the revised projection). Appendix 4 details capital budgets.

4.2 New Community Hub:

The project involves the development of a new Inverclyde Community Hub. The current progress is as outlined below:

- Detailed planning approval and first stage building warrant are in place;
- Detail design stage has been completed. There has been slippage on the high level programme previously reported due to delays in receiving the full market testing information from the contractor which has required a further period of due diligence. The returns to date do not align with the available project budget and as a result an extended period of market testing is required to address this. This will result in a further delay into 1st Quarter 2024 to conclude an extended market test;
- Hub Stage 2 report is pending conclusion of the market testing process;
- As previously reported, the main risk to the project remains in connection with affordability in relation to inflation and the challenging economic / market conditions which continue to impact the delivery of all capital programme projects and this has been a significant factor in the requirement for an extended market testing phase;
- Engagement with the Client Service has continued in respect of loose and fitted furniture / equipment allowances;
- Consultation with service users, families, carers and all learning disability staff both NHS and Social Care continues. Up-dates on progress are included in the Learning Disability newsletters that are sent out to a wider group of service users, families, carers, staff and the wider community, published on social media platforms and council web pages.

4.3 SWIFT replacement

The discovery phase of the implementation of the ECLIPSE system is ongoing, with officers carrying out detailed due diligence in relation to the content of OLM's Discovery Report. The first payment milestone will only be met once the discovery report is signed off.

5.0 PROPOSALS

5.1 Proposals for this paper are contained within the Recommendations at Section 2.0.

6.0 IMPLICATIONS

6.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial	x	
Legal/Risk		x
Human Resources		x
Strategic (Partnership Plan/Council Plan)		x
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		x
Environmental & Sustainability		x
Data Protection		x

6.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					Details within report

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					Details within report

5.3 Legal/Risk

There are no legal implications arising from this report.

5.4 Human Resources

There are no human resources implications arising from this report.

5.5 Strategic

There are no strategic implications

5.6 Equalities, Fairer Scotland Duty & Children/Young People

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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x	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqlA is required. Provide any other relevant reasons why an EqlA is not necessary/screening statement. No policy changes/implications
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(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision: -

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
x	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant. No policy changes/implications

(c) Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
x	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

5.7 Environmental/Sustainability

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
x	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

5.8 Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
x	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

6.0 CONSULTATION

6.1 There has been no consultation in relation to this report

7.0 BACKGROUND PAPERS

7.1 Not applicable

Social Work

Budget Movement - 2023-24

Period 5 1 April 2023 - 31 August 2023

Service	Approved Budget £000	Movements					Amended Budget £000	IJB Funding Income £000	Revised Budget £000
		Inflation £000	Virement / Reallocation £000	Supplementary Budgets £000	IJB Funding £000	Transfers (to)/ from Earmarked Reserves £000			
Children & Families	12,905	0	(132)	0	0	0	12,773	0	12,773
Criminal Justice	97	0	(61)	0	0	0	36	0	36
Older Persons	31,062	0	141	0	0	0	31,203	0	31,203
Learning Disabilities	9,669	0	(37)	0	0	0	9,632	0	9,632
Physical & Sensory	2,906	0	(37)	0	0	0	2,869	0	2,869
Assessment & Care Management	2,824	0	(91)	0	0	0	2,733	0	2,733
Mental Health	1,735	0	(54)	0	0	0	1,681	0	1,681
Alcohol & Drugs Recovery Service	1,017	0	18	0	0	0	1,035	0	1,035
Homelessness	1,159	0	(47)	0	0	0	1,112	0	1,112
Planning, Health Improvement & Commissioning	1,949	0	(45)	0	0	0	1,904	0	1,904
Corporate director (including Business Support	3,633	0	345	0	0	0	3,978	0	3,978
Contribution from pay contingency	(199)	0	0	0	0	0	(199)	0	(199)
Contribution from General reserves	(603)	0	0	0	0	0	(603)	0	(603)
Totals	68,156	0	0	0	0	0	68,156	0	68,156

Social Work

Revenue Budget Projected Outturn - 2023/24

Period 5 1 April 2023 - 31 August 2023

2022/23		2023/24 (£000)				
Actual Subjective Analysis £000	Approved Budget	Revised Budget	Outturn	Variance	Budget Variance (%)	
34,507	Employee costs	37,478	38,257	37,280	(977)	(2.55)
1,652	Property costs	1,122	1,322	1,287	(35)	(2.65)
1,435	Supplies & services	1,211	1,211	1,210	(1)	(0.08)
254	Transport & plant	355	355	239	(116)	(32.68)
958	Administration costs	772	826	875	49	5.93
48,379	Payments to other bodies	50,867	51,878	53,104	1,226	2.36
(26,466)	Income	(23,648)	(25,694)	(25,817)	(123)	0.48
60,719		68,156	68,155	68,178	23	0.03
3,617	Transfer to Earmarked Reserves	0	0	0	0	0
64,336	Social Work Net Expenditure	68,156	68,155	68,178	23	0.03

2022/23		2023/24 (£000)				
Actual Objective Analysis £000	Approved Budget	Revised Budget	Outturn	Variance	Budget Variance (%)	
12,449	Children & Families	12,905	12,773	15,024	2,251	17.62
40	Criminal Justice	97	97	143	46	2.35
26,703	Older Persons	31,062	31,203	29,044	(2,159)	(6.92)
9,214	Learning Disabilities	9,669	9,633	9,860	227	2.36
2,740	Physical & Sensory	2,906	2,869	3,153	284	9.90
1,768	Assessment & Care Management	2,824	2,733	2,500	(233)	(8.49)
1,080	Mental Health	1,735	1,681	1,555	(126)	(7.50)
633	Alcohol & Drugs Recovery Service	1,017	1,035	626	(409)	(39.52)
1,235	Homelessness	1,159	1,113	1,187	74	6.65
	Planning, Health Improvement & Commissioning	1,949	1,903	2,008	105	5.52
1,897	Corporate director (including Business Support)	2,831	3,115	3,078	(37)	(1.19)
60,719		68,156	68,155	68,178	23	(19)
3,617	Transfer to Earmarked Reserves	0	0	0	0	0
64,336	Social Work Net Expenditure	68,156	68,155	68,178	23	0.03

Social Work
Material Variances - 2023/24
Period 5 1 April 2023 - 31 August 2023

2022/23		2023/24 (£000)					
Actual £000	Budget Heading	Revised Budget	Proportion of budget	Actual to 31/08/23	Outturn	Variance	Percentage Variance (%)
	Employee Costs						
6,792	Children & Families	7,196	2,898	2,787	7,524	328	4.56
1,764	Criminal Justice	1,930	777	664	1,858	(72)	(3.73)
11,907	Older Persons	13,755	5,540	4,601	12,808	(947)	(6.88)
2,642	Learning Disabilities (LD)	3,002	1,209	1,020	2,735	(267)	(8.89)
2,326	Assessment & Care Management	2,688	1,083	902	2,640	(48)	(1.79)
1,263	Mental Health	1,424	574	518	1,491	67	4.71
1,215	Alcohol & Drugs Recovery Service	1,273	513	439	1,187	(86)	(6.76)
1,087	Homelessness	1,072	432	388	1,038	(34)	(3.17)
2,023	Planning, Health Improvement & Commissioning	2,014	811	789	2,158	144	7.15
2,234	Business Support	2,567	1,034	979	2,488	(79)	(3.08)
30,143		36,921	14,870	13,087	35,927	(994)	(2.69)
	Children & Families						
2,833	Payments to Other Bodies (PTOB) - Residential childrens placements	3,110	1,296	2,009	4,510	1,400	45.02
2,091	PTOB - Adoption, fostering & kinship placements	1,719	716	998	1,937	218	12.68
0	Income - Youth - additional income for Alcohol & Drug Partnership (ADP) posts	0	0	0	(100)	(100)	
257	PTOB - LD Child respite packages	212	88	170	500	288	135.85
0	PTOB - Action for Children commitment	0	0	17	99	99	
	Criminal Justice						
(138)	Income - Prison income underachieved	(398)	(166)	(81)	(281)	117	(29.40)
	Older Persons						
17,449	PTOB - Residential Nursing bed costs	18,459	7,691	6,239	18,264	(195)	(1.06)
(517)	Income - Residential charging orders/recoveries income	(225)	(94)	(255)	(255)	(30)	13.33
15	Transport - Day Care - Internal Transport Drivers and External Hires	130	54	5	25	(105)	(80.77)
3,690	PTOB - External Homecare packages	4,820	2,008	1,236	4,090	(730)	(15.15)
564	PTOB - Day Services external packages	663	276	183	612	(51)	(7.69)

Social Work

Material Variances - 2023/24

Period 5 1 April 2023 - 31 August 2023

2022/23		2023/24 (£000)					
Actual £000	Budget Heading	Revised Budget	Proportion of budget	Actual to 31/08/23	Outturn	Variance	Percentage Variance (%)
	Learning Disabilities						
0	Various - LD Estates underspends	67	17	0	0	(67)	(100.00)
11,032	PTOB - LD External client packages	11,029	2,757	3,316	11,644	615	5.58
	Physical Disabilities						
2,317	PTOB - PD External client packages	2,313	578 U	846	2,575	262	11.33
	Assessment & Care Management:						
200	PTOB -Respite/Short break commitments	338	85	35	193	(145)	(42.90)
0	Income - Cost Recoveries	0	0 U	(50)	(50)	(50)	
	Mental Health						
1,747	PTOB - MH client packages	2,112	528	560	1,912	(200)	(9.47)
	Alcohol & Drugs Recovery Service:						
310	PTOB - ADRS client packages	536	134	78	318	(218)	(40.67)
35	PTOB - Payments to other bodies	105	26	0	0	(105)	(100.00)
	Homelessness						
9	PTOB - Agency Staff	0	0	83	120	120	
	Planning, Health Improvement (HI) & Commissioning:						
	Income - HI - Scottish Legal Aid Board (SLAB) income	0	0	0	(26)	(26)	
	Business Support						
190	Admin - Insurance	145	36	0	190	45	31.03
42,083		45,135	16,032	15,389	46,277	1,142	2.53
72,226	Total Material Variances	82,056	30,902	28,476	82,204	148	0.18

Social Work**DRAFT Capital Budget 2023/24****Period 5 1 April 2023 - 31 August 2023**

Project Name	Est Total Cost	Actual to 31/03/23	Approved Budget	Revised Estimate	Actual to 31/08/23	Estimate 2024/25	Estimate 2025/26	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
Social Work								
New Community Hub	9,507	332	2,401	760	136	8,241	174	0
Swift Upgrade	200	0	200	200	0	0	0	0
Social Work Total	9,707	332	2,601	960	136	8,241	174	0

Social Work

Earmarked Reserves - 2023/24

Period 5 1 April 2023 - 31 August 2023

Category	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget P5	P5 Spend	Projected Spend	Amount to be Earmarked for 2024/25 & Beyond	Lead officer Update
			2023/24 £000	£000	£000	2023/24 £000	£000	
C	Tier 2 School Counselling	Jonathan Hinds	329		0	63	266	Commissioning of new contract underway. Full spend anticipated over next few years of contract.
C	Whole Family Wellbeing	Jonathan Hinds	486		0	486	0	Staffing structure agreed. Recruitment underway.
C	National Trauma Training	Jonathan Hinds	50		0	50	0	Full spend anticipated
C	Refugees	Alan Best	2,190		0	512	1,678	New Scots team and associated spend. EMR committed for use over approximately next 4 years.
C	Autism Friendly	Alan Best	157		15	82	75	To implement the National and Local Autism strategies with an aim to create an 'Autism Inclusive Inverclyde'.
C	Integrated Care Fund	Alan Best	108		0	103	5	Fully committed.
C	Delayed Discharge	Alan Best	94		8	39	55	Review of commitments underway. Update will be provided for Period 5.
C	Winter Pressures Care at Home	Alan Best	1,059		6	379	680	Care and support at home review commitments plus ongoing care at home requirements being progressed.
C	Winter Pressures Interim Beds	Alan Best	92		0	92	0	Fully committed Final months of interim care beds.

Social Work

Earmarked Reserves - 2023/24

Period 5 1 April 2023 - 31 August 2023

Category	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget P5	P5 Spend	Projected Spend	Amount to be Earmarked for 2024/25 & Beyond	Lead officer Update
			2023/24 £000	£000	£000	2023/24 £000	£000	
C	Carers	Alan Best	304		0	304	0	Work is underway to identify the best use of these funds. An update will be provided on plans in due course.
C	Dementia Friendly	Gail Kilbane	9		0	9	0	Fully committed.
C	ADRS fixed term posts	Gail Kilbane	109		0	85	24	Fully committed.
C	Rapid Rehousing Transition Plan (RRTP)	Gail Kilbane	180		17	58	122	Fully committed.
C	Temporary posts	Craig Given	675		36	300	375	Will be fully utilised over 23/24 and 24/25.
C	Welfare	Craig Given	341		39	307	34	Fully committed.
C	Cost of Living	Craig Given	265		219	265	0	Fund ongoing, full spend anticipated.
C	Wellbeing		15		0	15	0	Wellbeing campaign to raise awareness and enable access to wellbeing resources available.
Council delegated reserves			6,463	0	340	3,148	3,315	
B	Pay contingency	Craig Given	1,085		0	199	886	To address any additional pay award implications for 23/24.
B	Client Commitments - general	Craig Given	605		0		605	To address potential demographic pressures.
B	Adoption/Fostering/Residential Childcare/ Kinship	Jonathan Hinds	1,500		0	200	1,300	Smoothing reserve to address in year pressures if required.
B	Continuing Care	Jonathan Hinds	425		0		425	Smoothing reserve to address in year pressures if required.
B	Residential & Nursing	Alan Best	1,286		0		1,286	Smoothing reserve to address in year pressures if required.
B	Learning Disabilities Client Commitments	Alan Best	600		0		600	Smoothing reserve to address in year pressures if required.

Social Work

Earmarked Reserves - 2023/24

Period 5 1 April 2023 - 31 August 2023

Category	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget P5	P5 Spend	Projected Spend	Amount to be Earmarked for 2024/25 & Beyond	Lead officer Update
			2023/24 £000	£000	£000	2023/24 £000	£000	
B	Learning Disabilities Redesign	Alan Best	500		0		500	Fixtures and fitting for LD hub.
B	IJB PCIP	Alan Best	156		156	156	0	This is an IJB reserve & is coded to 94012.
B	IJB ADP	Gail Kilbane	894		387	894	0	This is an IJB reserve & is coded to 94013.
B	IJB Mental Health - Action 15	Gail Kilbane	21		21	21	0	This is an IJB reserve & is coded to 94014.
B	IJB Mental Health Transformation	Gail Kilbane	637		57	173	464	This is an IJB reserve & is coded to 94016. The split of the funding between Council and Health is tbc.
B	IJB Contributions to Partner Capital Projects	Kate Rocks	1,099				1,099	This is a shared reserve & is coded to 94017.
B	IJB Primary Care Support & Public Health	Hector McDonald	569		29	285	284	This is an IJB reserve & is coded to 94019.
B	IJB Prescribing Smoothing Reserve	Alan Best	1,091				1,091	This is an IJB reserve & is coded to 94020.
B	IJB Addictions Review	Gail Kilbane	292		20	55	237	This is an IJB reserve & is coded to 94021.
B	IJB Transformation Fund	Kate Rocks	1,839		27	400	1,439	Expenditure on projects approved by the Transformation Board and IJB. Updates reported regularly to both the Transformation Board and IJB. Projects can be Council, Health or Joint. This is an IJB reserve & Health spend is coded to 94024.
B	IJB Covid Community Living Change	Alan Best	292		52	112	180	This is an IJB reserve & is coded to 94028.
B	IJB Staff L&D Fund	Jonathan Hinds	404		3	200	204	This is an IJB reserve & is coded to 94030.
B	IJB Homelessness	Gail Kilbane	450		129	330	120	This is an IJB reserve & is coded to 94031.
B	IJB Swift	Craig Given	371		46	156	215	This is an IJB reserve & is coded to 94035. Previously included within the Transformation Fund as a project
B	IJB CAMHS Tier 2	Jonathan Hinds	0				0	This is an IJB reserve & is coded to 94036. Previously included within the Transformation Fund as a project
B	IJB WP MDT	Alan Best	253		253	253	0	This is an IJB reserve & is coded to 94037.
B	IJB WP HSCW	Alan Best	331			34	297	This is an IJB reserve & is coded to 94038.
B	IJB Care Home Oversight	Alan Best	65			39	26	This is an IJB reserve & is coded to 94039.
B	IJB Digital Strategy	Alan Best	583		69	583	0	This is an IJB reserve & is coded to 94040.
B	IJB MH Recovery & Renewal	Alan Best	784		379	436	348	This is an IJB reserve & is coded to 94041.

Social Work
Earmarked Reserves - 2023/24

Period 5 1 April 2023 - 31 August 2023

Category	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget P5	P5 Spend	Projected Spend	Amount to be Earmarked for 2024/25 & Beyond	Lead officer Update
			2023/24 £000	£000	£000	2023/24 £000	£000	
B	IJB LD Health Checks	Alan Best	32		27	32	0	This is an IJB reserve & is coded to 94024.
B	IJB Free Reserves	Kate Rocks	1,635			947	688	This is an IJB reserve & is coded to 94025.
Total Category A			0	0	0	0	0	
Total Category B			17,799	0	1,654	5,505	12,294	
Total Category C to E			6,463	0	340	3,148	3,315	
Total CFCR			0	0	0	0	0	
Overall Total Check			24,262	0	1,994	8,653	15,609	

Category

- A Asset Plans
 - B Strategic Funds
 - C Policy Decisions
 - D Increase Capacity
 - E Regeneration/Employability
- CFCF Capital Funded from Current Revenue

Category

- A Asset Plans
 - B Strategic Funds
 - C Policy Decisions
 - D Increase Capacity / Smoothing Reserves
 - E Regeneration/Employability
- CFCF Capital Funded from Current Revenue

Report To:	Social Work & Social Care Scrutiny Panel	Date:	31 October 2023
Report By:	Kate Rocks Chief Officer Inverclyde HSCP	Report No:	SWSCSP/34/2023/AB
Contact Officer:	Alan Best Interim Head of Health & Community Care	Contact No:	01475 71466
Subject:	Refugee, Resettlement and Asylum Programmes within Inverclyde		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of this report is to provide an update on the various refugee, resettlement and asylum programmes within Inverclyde.
- 1.3 We welcome the migration of refugees and asylum seekers into Inverclyde and recognise the positive social and cultural contribution that they are having in our communities. This report also outlines a number of concerns in relation to the accommodation of asylum seekers in dispersed and contingency accommodation, taken together with the other resettlement schemes and migration, these are placing significant pressure on health and social care services and our capacity to manage competing demands on services.
- 1.4 Work continues with partners to ensure pathways and support for individuals and families are robust and allow those arriving in Inverclyde to feel safe and supported and to integrate into their new community. Detailed service development and financial planning is underway to ensure the appropriate services are able to respond with pressures anticipated and mitigated as far as possible.

2.0 RECOMMENDATIONS

- 2.1 The Social Work & Social Care Scrutiny Panel are asked:
1. To note the content of this report and the demand on services from the varied UK Home Office asylum seeker work and resettlement programmes.
 2. To note that a detailed service development and financial planning is underway to ensure the appropriate services are able to respond with pressures anticipated and mitigated as far as possible.

3.0 BACKGROUND AND CONTEXT

3.1 Inverclyde has worked in partnership with the Home Office and other partners over a number of years to successfully deliver a range of resettlement schemes within Inverclyde such as those from Syria, Afghanistan and Yemen. In addition, there is an increasing need to support the health and social care needs of those awaiting asylum decisions who have been accommodated locally. This requirement is over and above that provided by MEARS welfare staff on behalf of The Home Office.

3.2 Community Integration and benefit

There is a significant community benefit resulting from the integration of New Scots. Alongside the New Scots team, the HSCP commissions several third sector organisations to support individuals and families to integrate. This has led to those who arrived in Inverclyde as refugees now being involved in the local cricket club, junior football clubs, music and arts clubs and The Rotary Club. Inverclyde Council has also been able to employ refugees using the skills from the jobs they undertook in their home country.

3.3 Ukrainian Resettlement

In response to the ongoing conflict in Ukraine, the Scottish Government has participated in the Homes for Ukraine Scheme and the Ukrainian Super Sponsor Scheme (Warm Scottish Welcome). There are currently 211 Ukrainians residing with eighty-nine host families or in temporary accommodation across Inverclyde. Ninety-four individuals from 42 families have gone back to Ukraine. Two RSLs have brought void properties back in to use through Scottish Government funding. These are exclusively for the use of Ukrainians and nine properties remain available.

3.3.1 Locally the Scottish Government has commissioned Welcome Accommodation at the Gin House Hotel in Greenock. A move to closer alignment with the overall national New Scots Integration Strategy has been agreed nationally and a decrease in available welcome accommodation is underway. Pathways are in development to ensure those entering the country can be accommodated without the need for hotel accommodation. Initial £200 monetary payments have been made and the Advice team supports the Integration Team to ensure applications for Universal Credit and a range of other appropriate benefits are made. Children are enrolled within local schools however due to the location of available RSL accommodation there is a disproportionate impact on some schools. Employability support is in place to encourage the Ukrainian adults to seek employment and Your Voice Community Connectors help familiarise the residents with the local community if needed.

3.4 Unaccompanied Asylum-Seeking Children (UASC)

Until recently Inverclyde Children & Families teams were supporting 5 Unaccompanied Asylum-Seeking Children who arrived via the National Transfer Scheme. Since July '23 there have been a further 5 individuals presenting at The Holiday Inn stating they are under 18 and requiring an age assessment. In the interim period prior to funding being available and whilst assessment is underway, the HSCP requires to secure alternative accommodation/ placement. Funding will be made available for those assessed as under 18 however is unlikely to cover the costs of securing placements or an appropriate tenancy and required wraparound support. Any additional costs will require to be found from existing budgets which are already under considerable pressures.

The New Scots team continues to develop and implement new roles as necessary, and it is hoped that the recent addition of a newly qualified social worker will allow more flexibility and capacity to assess and support process for UASC moving forward. This will take some time to develop

and at present the Request for Assistance Team in Children & Families are taking the lead on each assessment resulting in additional service pressures.

3.5 Asylum Contingency hotel accommodation for those awaiting decisions.

Available capacity at the Holiday Inn Express is currently 69 single males. The Home Office announced their intention to increase the capacity to a maximum of 126 single males via room sharing and Inverclyde Council and the HSCP have met with Home Office colleagues around this. Letters have been issued to existing residents and new furniture has arrived. Several men have self-identified as being happy to share and have begun to do so in the past few days.

- 3.5.1 The HSCP has a small Asylum Health Team who carry out an initial assessment of anyone arriving at the Holiday Inn (or the welcome accommodation for Ukrainian citizens). They will support ongoing health needs, liaise with other health and third sector services and secondary care where necessary. There is currently no capacity to offer similar support to those in dispersed accommodation.
- 3.5.2 All GP practices within the catchment area of the Holiday Inn have closed lists. In order to register individuals, the health team are now required to do so through a single health board point of contact whereby a practice is then allocated. Those not registered with a GP can only access *Pharmacy First* in 2 of the 19 Community Pharmacies in Inverclyde. Neither of these are within Greenock where the Holiday Inn is located. Many of the men arriving require support from mental health services and the health team have explored ways to access support such as via the free Kooth online wellbeing community which is now being used in the hotel.
- 3.5.3 There is no additional funding for health services to support Asylum Seekers in Scotland. The HSCP has invested in a health support team from available funding across the range of existing resettlement schemes to minimise where possible the impact on Primary Care Services.

3.6 Dispersed accommodation for those awaiting decisions.

There are currently 47 individuals accommodated in 18 properties living in the community in a combination of private rented sector and Registered Social Landlord accommodation. The agreed dispersed bed space allocation for Inverclyde is 32 however despite no change to this agreement increased procurement is continuing. MEARS have a further 5 properties and 14 bed spaces approved within our local pipeline. MEARS have informed officers of a further 61 properties they plan to purchase from a private landlord, and it is thought that some RSLs are interested in identifying properties for the future pipeline.

- 3.6.1 A review of the national pipeline and appraisal of the Scottish market was presented to COSLA by MEARS. This highlighted the difficulty in procuring properties elsewhere in the country. Due to the cost and availability of properties for sale and the number of RSL voids in Inverclyde, increased procurement has taken place in the area.

3.7 Streamlined approach and increase in positive asylum decisions.

In August 2023 the Home Office announced they would take steps to ensure that support for those with both positive and negative decisions would stop as soon as their legal obligations end, to ensure asylum accommodation is freed up for those who are entitled to it. This had the impact of not only increased numbers of positive decisions being made but also led to the statutory notification timescales not being adhered to. For a period, timescales and demand were not able to be managed within the current Inverclyde Housing options process leading to homeless routes being pursued and service capacity impacted upon. Immediate lawful possession action is now undertaken by MEARS with key cancellation evictions occurring in the hotel for both positive and negative cessation cases.

3.7.1 Inverclyde is already experiencing the impact of the above. There have been increased numbers with positive decisions presenting to services since July, some with very short notice- as little as 3 days many of these are self-referring. The process for MEARS informing New to Scotland Team of decisions has improved however supporting individuals to secure suitable tenancies in short timescales is challenging. It is expected that the number of men requiring support with positive decisions will increase when the local contingency hotel rooms become double occupancy. This will impact on the capacity of homelessness services and new Scots team work to quickly accommodate people with a positive decision who now have a legal right to stay in the UK.

4.0 PROPOSALS

- 4.1 HSCP officers will continue to work with all partners to support individuals with positive decisions and to develop the required pathways. HSCP officers will consider the range of data being supplied by the Home Office to project future demand and required capacity/ resources as far as possible.
- 4.2 Undertake a detailed piece of work to identify the cost implications on health and social care of supporting both those awaiting and receiving asylum decisions in Inverclyde.
- 4.3 Identify ways to proactively work with service users to identify at the earliest opportunity the likelihood of those awaiting decisions staying in Inverclyde after a positive decision and any intention to bring family over under the reunification scheme.
- 4.4 Identify and strengthen an appropriate pathway through the current housing options offer with RSLs for those with positive decisions regardless of notification period.
- 4.5 Undertake a detailed piece of development work to identify developments across the range of HSCP services, within existing budget, which assist those seeking or gaining asylum in Inverclyde to feel safe and supported.

5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial	X	
Legal/Risk	X	
Human Resources		X
Strategic (Partnership Plan/Council Plan)	X	
Equalities, Fairer Scotland Duty & Children and Young People	X	
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

Total earmarked reserves of £1.076m were held at 31 March 2022. Income for all schemes totalled £1.935m during 2022/23, with £0.822m of expenditure being incurred including costs for the New Scots team, other staffing, rental/property costs and third sector support. The net position at the 2022/23 year end resulted in an additional £1.113m being added to earmarked reserves. The revised balance as at 31 March 2023 is £2.190m.

The nature of the various schemes means that income is front loaded when refugees arrive, with related spend planned over a number of years. As additional income is claimed or notified, or new pressures are identified, Finance and New Scots team Service manager and officers update spending plans accordingly. The current balances, along with the current anticipated income and planned expenditure is as follows:-

	£000s	£000s	£000s	£000s
	2023/24	2024/25	2025/26	2026/27
Opening balance - earmarked reserve	(2,190)	(1,648)	(789)	(312)
Anticipated further income	(673)	(319)	(32)	(14)
Planned expenditure	1,215	1,178	509	326
Expected closing balance - earmarked reserve	(1,648)	(789)	(312)	0

Included in the income for 2023/24 financial year, is an amount of £0.150m which has only recently been received in relation to the Asylum Dispersal Scheme for the period October 2022 to September 2023. A detailed exercise is under way with finance colleagues to establish both direct and indirect costs related to asylum dispersal to inform future funding discussions with Scottish Government and the Home Office.

In addition to the specific income related to individuals arriving noted in the table above, the Ukrainian Resettlement fund of £30m Scotland wide has been notified to us with an allocation to Inverclyde of £0.403m for 2023/24 financial year. The fund is intended to help councils support all arrivals, including guests in short-term accommodation, to settle in Scotland and move into longer-term settled accommodation, reducing the reliance on hotels and other temporary accommodation.

Work is under way to establish related costs and ensure that the funds are allocated in the most appropriate manner.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Various	EMR	2023/24 to 2026/27	N/A	N/A	Earmarked reserves held as at 31/3/23 - £2.190m. Planned additional income and expenditure noted in Table at 5.2, over a period of four financial years. Additional funds of £0.403m for Ukraine

					Resettlement – discussion under way to establish best use
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Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
					As above

5.3 Legal/Risk

There are potential legal and risk issues surrounding homelessness legislation and pathways are in place to as far as possible avoid the impact of those with positive decisions requiring presenting as homeless. Where a person receives a negative decision, they have no recourse to public funds. Anyone having no recourse to public funds (NRPF) will not be able to access most social security benefits, homelessness assistance and a local authority allocation of social housing, but in some cases may be able to receive accommodation and financial support from social services. For example, the local authority may have duties under social work legislation to support NRPF families with children, or vulnerable adults following assessment.

5.4 Human Resources

Additional staff have been employed in both the New Scots team and within community nursing services to support additional demand. This will remain under review with the addition of more staff should demand require it.

5.5 Strategic

The approach to support and integration of all New Scots supports the Three themes within the Inverclyde Council Strategic Plan 2023/28 and the outcomes within the Partnership Plan.

5.6 Equalities, Fairer Scotland Duty & Children/Young People

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
x	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report’s recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report’s recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
x	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

(c) Children and Young People

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
x	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

5.7 Environmental/Sustainability

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
x	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

5.8 Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
x	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

6.0 CONSULTATION

6.1 None

7.0 BACKGROUND PAPERS

7.1 None

Report To:	Social Work & Social Care Scrutiny Panel	Date:	31 October 2023
Report By:	Kate Rocks Chief Officer, Inverclyde Health and Social Care Partnership	Report No:	SWSCS/35/2023/AH
Contact Officer:	Audrey Howard- Interim Head of Service	Contact No:	01475 715372
Subject:	Justice Social Work Statistics - People Dying on Community Payback Orders (CPOs) - Update		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of this report is to provide an update to the Social Work & Social Care Scrutiny Panel regarding a paper previously submitted to the former Health and Social Care Committee in 2022. This report was in relation to individuals on Community Payback Orders (CPOs) where the reason recorded for the termination of their order was death. The initial report recommended a further update following completion of a Strategic Needs and Strengths Assessment being led by the Inverclyde Community Justice Partnership.
- 1.3 The initial report provided background to the use of CPOs in Scotland, information in respect of a paper submitted to a Scottish Parliament Criminal Justice Committee session on '*Reducing reoffending, offering community justice solutions and alternatives to custody*', and the Inverclyde context of CPOs being terminated due to death. The paper also outlined some work being carried out to better understand the issue.
- 1.4 With respect to this specific paper, there are updates from Justice Social Work detailing ongoing work to address multiple vulnerabilities within the Justice Social Work population and the Inverclyde Community Justice Partnership on the Strategic Needs and Strengths Assessment and the preparatory work being undertaken to produce the forthcoming Community Justice Outcomes Improvement Plan.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Social Work & Social Care Scrutiny Panel notes the content of statistical information (3.5) and updates on behalf of Inverclyde Justice Social Work (3.8 and 3.9) and Inverclyde Community Justice Partnership as detailed in paragraphs 3.9 through to 3.11.

Kate Rocks
Chief Officer- Inverclyde HSCP

3.0 BACKGROUND AND CONTEXT

- 3.1 Section three of the report provides the panel with background to the delivery of Community Payback Orders (CPOs) in Scotland, an update from Inverclyde Justice Social Work with respect to work to support individuals made subject to a CPO and an update from the Inverclyde Community Justice Partnership regarding the national arrangement of community justice in Scotland, the development of a Strategic Needs and Strengths Assessment (SNSA) and future publication of the Inverclyde Community Justice Outcomes Improvement Plan (CJOIP).

BACKGROUND TO COMMUNITY PAYBACK ORDERS

- 3.2 The governance arrangements for justice social work services are set out in legislation, making local authorities responsible for delivering a range of services for those involved in the criminal justice system.
- 3.3 Statutory social work orders include Community Payback Orders (CPO) which can be imposed by courts in Scotland as an alternative to a custodial sentence. A person subject to a CPO can be required to comply with the terms of a supervision requirement and / or undertake an unpaid work requirement. The court can supplement a CPO with a number of additional requirements tailored to specific identified need.
- 3.4 The annual publication 'Justice Social Work Statistics in Scotland' presents national level information on criminal justice social work activity in Scotland. The report includes data on justice social work services and social work orders, as well as characteristics of the individuals involved. The current publication for the period 2021-22 was published in [January 2023](#).
- 3.5 Within this annual publication is a data set on CPOs terminated by outcome. Whilst locally and nationally a significant majority of CPOs are terminated due to being successfully completed/early discharge, there is a total where the CPO has been terminated due to death.

The previous report focused on the figures for the reporting year 2019-20 whereby 230 CPOs were terminated in Inverclyde, 7 of which were reported as being due to death. The report also indicated that in 2020-21 the anticipated figures were 143 orders terminated, 11 due to death. In 2021-22, the overall number of orders terminated was 179. Of these, 3 are recorded as being due to the death of the service user.

Reporting Year	Terminations Total	Terminations due to Death
2019-20	230	7
2020-21	143	11
2021-22	179	3
2022-23 (Anticipated)	135	0

- 3.6 The figures recorded above show a significant reduction in deaths of individuals subject to CPOs with preliminary figures for 2022-23 (not yet published) showing 0. This is an encouraging trend, and it is hoped that this is indicative of improving overall outcomes for this population.
- 3.7 As noted in the previous report to the Health and Social Care Committee, cause of death is not recorded within the annual publication '*Justice Social Work Statistics*'. Gaining a national understanding of this data is therefore not possible. However, Inverclyde Justice Social Work did undertake an exercise locally using existing social work records with the aim of establishing any general conclusions which might assist with the work of the Strategic Needs and Strengths Assessment. This exercise reinforced the conclusion that the population of individuals subject to CPOs experience multiple complexities and vulnerabilities, with many having had current or recent involvement with other HSCP services.

INVERCLYDE JUSTICE SOCIAL WORK UPDATE

3.8 Justice Social Work have a number of strands of work ongoing to address the vulnerabilities of the service user population which we would hope are contributory to the improved outcomes in relation to death whilst on CPO noted:

- As part of the Early Actions System Change Project – Women involved in the Criminal Justice System; there has been significant work carried out in regard to trauma- informed practice. Through this project STILT (Scottish Trauma informed Leadership Training) has been delivered to 73 staff from the HSCP and key third sector partners. 24 frontline practitioners from Justice Social Work; Homelessness and Your Voice Inverclyde have now undertaken Level 3 Safety and Stabilisation Training. Training for business support staff at Level 2 is currently being rolled out.
- Justice Social Work made a successful application to the Alcohol and Drug Partnership for funding to recruit an additional temporary Justice Support Worker who took up post in early January 2023. This additional resource has, to date, provided additional resilience in respect of supporting our most vulnerable service users; strengthening our links with both statutory and voluntary alcohol and drug recovery services and providing targeted support in an early intervention context.
- The services covid-recovery plan has included a return to a face-to-face appointments and the resumption of in-person unpaid work services. This is a contrast to periods, primarily in 2020-21, where a majority of routine justice social work contacts were made via telephone.
- Staff in Justice Social Work recognise that statistical information identifies that individuals open to Justice Social Work predominately reside in the areas known for the highest levels of deprivation. As such, staff continue to be encouraged to make active use of Inverclyde Council's extension to provision of Section 12 funding to address heightened financial vulnerability due to the cost-of-living crisis. The service has supplemented this with initiatives such as the ongoing provision of bus tickets to those who require support to attend appointments and the purchase of food pantry memberships to offer sustainable lower-cost solutions.

INVERCLYDE COMMUNITY JUSTICE PARTNERSHIP UPDATE

3.9 As noted in the paper '*Criminal Justice Social Work Statistics 2019/20- People Dying on Community Payback Orders (CPOs)*' to the previous Health and Social Care Committee, Inverclyde Community Justice Partnership undertook a Strategic Needs and Strengths Assessment (SNSA). A SNSA is one of the first steps in the planning and reporting cycle for Community Justice Partnerships. It is a crucial step that will underpin understanding of both service provision and population needs in Inverclyde and forms a baseline for planning decisions and measuring outcomes. In a general sense, the SNSA concluded that:

- The police custody suite at Greenock is one of the largest in Scotland with an annual throughput of over 4000 people on an annual basis. Information extracted from the National Custody System indicated that approximately one-fifth indicated they were dependent on drugs or other substances, one-third had indicated they had ever attempted self-harm or suicide and nearly half had indicated they had mental health problems or had ever received treatment for mental health problems. It is important to note that not all individuals entering the police custody suite at Greenock are from Inverclyde but account for between 30% to 40%.

- For individuals on community based orders in Inverclyde, analysis indicates that over 75% live in the 20% most deprived areas of Inverclyde. By comparison the Scottish Index of Multiple Deprivation 2020 survey, 'crime domain', data zones in the 20% most deprived had decreased by 8 from 32 to 24.
- As noted in 3.7 the SNSA considered justice social work records of the deceased to establish any general conclusions. Sadly, some of those individuals died from drug-related death or alcohol-related death, most had current or recent involvement with other HSCP services and justice social work and for many their justice experience had been frequent.
- In Inverclyde there is a regular male remand population that mirrors the national picture; i.e. approximately one-third of the prison population is made up of individuals on remand at any given time. The female remand population is regularly reported to be in single figures but makes a significant proportion of our entire female prison population.
- People leaving prison (from remand or from completing their sentence) frequently access homelessness services on their liberation. There was an increase in 2020 due to prisoners released early under COVID-19 regulations but has reduced in the following years. Inverclyde continues to differ from national statistics in relation to the prevalence of those leaving institutions i.e., prison/hospital/care consistently appearing within the top 3 reasons for homelessness since 2015/16 to 2021/22.

3.10 Preparatory work for the delivery of the Inverclyde CJOIP has been undertaken during 2022 and 2023 following publication of the national community justice strategy, performance framework and national delivery plan. There is consensus within the Inverclyde Community Justice Partnership that the Inverclyde CJOIP will better respond to the needs of those individuals in the justice system accused of or convicted of an offence. This is premised on significant work around the Strategic Needs and Strengths Assessment, contributing to national consultation exercises in respect of national publications, and cross-cutting issues with other strategic partnerships in Inverclyde. In addition to the Inverclyde CJOIP responding to the four national priorities a further local aim has been proposed which seeks to *'improve housing and homelessness outcomes for individuals in the justice system'*.

3.11 As noted in the content of the Inverclyde Justice Social Work update, significant work has been undertaken in the service becoming trauma informed and trauma responsive and a commitment that engagement and co-production with communities assists in service delivery. These approaches in addition to understanding poverty and inequality and the impact on those in the justice system, are values which will underpin the CJOIP and the improvement actions carried out by the Inverclyde Community Justice Partnership.

4.0 PROPOSALS

4.1 In respect of section 3.5 the Social Work and Social Care Scrutiny Panel are asked to note the statistical information and at 3.7 and 3.8 note some of the actions by justice social work in supporting individuals.

4.2 Regarding the update from the Inverclyde Community Justice Partnership, the Social Work and Social Care Scrutiny Panel are asked to note the general contents of the SNSA and preparatory work for the publication of the Inverclyde CJOIP.

5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial		X
Legal/Risk		X
Human Resources		X
Strategic (Partnership Plan/Council Plan)		X
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		X
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.3 Legal/Risk

None

5.4 Human Resources

None

5.5 Strategic

None

6.0 CONSULTATION

6.1 None

7.0 BACKGROUND PAPERS

7.1 Criminal Justice Social Work Statistics 2019/20 - People Dying on Community Payback Orders (CPOs) (SW/11/2022/AG)

Report To:	Social Work & Social Care Scrutiny Panel	Date:	31 October 2023
Report By:	Kate Rocks Chief Officer, Inverclyde Health and Social Care Partnership	Report No:	SWSCSP/35/2023
Contact Officer:	Gail Kilbane Interim Head of Service Mental Health, Alcohol and Drug Recovery and Homelessness Services	Contact No:	01475 715372
	Alan Best Interim Head of Health & Community Care		
Subject:	Joint Inspection of Adult Services		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of this report is to advise the Social Work and Social Care Scrutiny Panel that the Chief Executive was notified on 02 October 2023 by the Care Inspectorate and Healthcare Improvement Scotland of the decision to jointly inspect health and social care services for adults in the Inverclyde Health and Social Care Partnership. Inspection activity will formally commence on Monday 23 October 2023.
- 1.3 With the agreement of Scottish Ministers, the inspection considers the following question: “*How effectively is the partnership working together, strategically and operationally, to deliver seamless services that achieve good health and wellbeing outcomes for adults?*”
- 1.4 The inspection in Inverclyde will consider the inspection question by examining the provision of services for and lived experience of **adults living with mental illness and their unpaid carers**.
- 1.5 In this inspection, the inspection team are primarily looking at people’s experiences and outcomes over the preceding two-year period. Inspection activities will include:
- Consideration of the partnership’s position statement and supporting evidence.
 - Engagement with people who live with mental illness and their unpaid carers.
 - A survey of relevant partnership staff, including third and independent sector.

- Reviewing selected health and social work records.
- Conversations with selected individuals and groups of professionals, including some of the people whose records we have reviewed and the staff groups that support them.

2.0 RECOMMENDATIONS

2.1 It is recommended that the Social Work and Social Care Scrutiny Panel:

- (a) Notes the commencement of a Joint Inspection (adults) in the Inverclyde Health and Social Care Partnership; and
- (b) Considers a future update following publication of the Joint Inspection (adults).

3.0 BACKGROUND AND CONTEXT

- 3.1 Under section 115 of the Public Services Reform (Scotland) Act 2010, together with regulations made under the 2010 Act, the Care Inspectorate and Healthcare Improvement Scotland have intimated their intention to commence an inspection of health and social care services for adults in the Inverclyde Health and Social Care Partnership. Inspection activity will commence on Monday 23 October 2023. This was notified to the Chief Executive by letter on Monday 2 October 2023 (appendix 1).
- 3.2 The inspection in Inverclyde will consider the inspection question “How effectively is the partnership working together, strategically and operationally, to deliver seamless services that achieve good health and wellbeing outcomes for adults?” and will do so by examining the provision of services for and lived experience of adults living with mental illness and their unpaid carers.
- 3.3 In this inspection, the inspection team are primarily looking at people’s experiences and outcomes over the preceding two-year period. This encompasses part of the period of the coronavirus pandemic but is not a pandemic-specific inspection programme.
- 3.4 As noted at paragraph 1.5 there is a range of inspection activity being carried out. In advance of this, the inspection team have requested information prior to inspection commencement.
- 3.5 At the time of this report submission, there is no confirmed publication date for the inspection report. However, the letter does note that during the first eight weeks the inspection team will be engaging with people and their carers with the assistance of local services and community groups. Accompanying documentation would also indicate that between week 20 and 26 draft report writing will commence.
- 3.6 The Inspection Team have provided Inverclyde HSCP a week-by-week guide of Inspection activity for a total of 35 weeks. The following key actions for Inverclyde HSCP to undertake are noted as follows;
- HSCP completes Pre-Inspection Return (PIR) from Social Care records (commencing 02/10/23 and concluding on 10/11/23)
 - Inspection Team selects Initial Random Sample (100 cases) from Social Care records (week commencing 13/11/23)
 - HSCP completes the Initial Case Tracker to provide information on Health inputs for people in the Initial Random sample (week commencing 27/11/23)
 - HSCP prepares and uploads Health and Social Care records for individuals in the sample to enable direct access by the Inspectors (week commencing 18/12/23 and concluding on 03/01/24)
 - HSCP receives Draft Inspection Report and responds to any factual inaccuracies (week commencing 25/03/24 and concluding on 29/03/24)
 - HSCP receives Final Report (week commencing 01/04/24) and returns Improvement Plan (week commencing 13/05/24).
- 3.7 The Inspection Team have provided Inverclyde HSCP a week-by-week guide of Inspection activity for a total of 35 weeks. The following key actions undertaken by the Inspection Team undertake are noted as follows;
- Care and Inspectorate and Health Care Improvement Scotland give formal notification of the start of the inspection and advise of the Inspection Team (week commencing 02/10/23).

- The Inspection Team will begin to make contact with local services and groups with the aim of identifying people and carers who wish to participate in the inspection. The Inspection Team also hosts 'Partnership Meeting 1 (Briefing) - this meeting provides an inspection overview and allows key leaders in the HSCP to meet key members of the Inspection Team (week commencing 23/10/23).
- Inspection Team selects the initial random sample of people whose records will be reviewed, agrees timetable for engagement conversations and focus groups with local services and groups (week commencing 13/11/23)
- Inspection Team reviews people's records (week commencing 11/12/23)
- Inspection Team analyses evidence (week commencing 08/01/24), develops draft report (week commencing 15/01/24) ahead of submission to Care Inspectorate/Healthcare Improvement Scotland for quality assurance of inspection report (week commencing 29/01/24).

4.0 PROPOSALS

- 4.1 It is recommended that the Social Work and Social Care Scrutiny Panel notes the commencement of the joint inspection as advised in the appendix. The Panel are also asked to agree to a further update once the inspection report has been published.

5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial		X
Legal/Risk		X
Human Resources		X
Strategic (Partnership Plan/Council Plan)		X
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		X
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.3 Legal/Risk

None

5.4 Human Resources

None

5.5 Strategic

None

5.6 Equalities, Fairer Scotland Duty & Children/Young People

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
x	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required.

(b) Fairer Scotland Duty

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
x	NO – Assessed as not relevant under the Fairer Scotland Duty.

(c) Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
x	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

5.7 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
x	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

5.8 Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
x	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

6.0 CONSULTATION

6.1 None

7.0 BACKGROUND PAPERS

7.1 Joint Inspection (Adults) in the Inverclyde Health and Social Care Partnership (Appendix 1).



Louise Long
Chief Executive
Inverclyde Council
Municipal Buildings
24 Clyde Square
Greenock
PA15 1LY

Our Ref: KM/LC/VH
Date: 2 October 2023

Dear Ms Long

Joint Inspection (Adults) in the Inverclyde Health and Social Care Partnership

Under section 115 of the Public Services Reform (Scotland) Act 2010, together with regulations made under the 2010 Act, the Care Inspectorate and Healthcare Improvement Scotland will jointly inspect health and social care services for adults in the Inverclyde Health and Social Care Partnership, with inspection activity commencing on Monday 23 October 2023.

With the agreement of Scottish Ministers, the inspection will consider the following question:

“How effectively is the partnership working together, strategically and operationally, to deliver seamless services that achieve good health and wellbeing outcomes for adults?”

The inspection in Inverclyde will consider the inspection question by examining the provision of services for and lived experience of **adults living with mental illness and their unpaid carers**.

To support us in considering the inspection question, we have developed a [quality improvement framework](#) and an [engagement framework](#). We also have a [partnership guide](#) which will provide the partnership with detailed information about all the elements of the inspection.

Healthcare Improvement Scotland and the Care Inspectorate are very aware that health and social care partnerships are under significant pressures. We have designed our inspection activity to minimise the impact on the partnership as far as possible. During the first eight weeks, the inspection team will be engaging with people and their carers with the assistance of local services and community groups.

In this inspection, we are primarily looking at people’s experiences and outcomes over the preceding two-year period. This encompasses part of the period of the coronavirus pandemic. This is **not** a pandemic-specific inspection programme. We are however mindful of the impact of the pandemic on the delivery of services and on people’s experiences. The inspections and the subsequent published reports will take into account and reflect the context in which health and social care partnerships have been operating since the onset of the pandemic in March 2020.



/2

Joint Inspection (Adults) in the Inverclyde Health and Social Care Partnership

Our inspection activities will include:

- Consideration of the partnership's position statement and supporting evidence.
- Engagement with people who live with mental illness and their unpaid carers.
- A survey of relevant partnership staff, including third and independent sector.
- Reviewing selected health and social work records.
- Conversations with selected individuals and groups of professionals, including some of the people whose records we have reviewed and the staff groups that support them.

In discussion with the partnership, we will agree which inspection activities will be carried out remotely and which activities may be carried out in person.

We need you to make some arrangements and provide us with information before our inspection begins.

1. Please nominate a **co-ordinator** within the HSCP who will be the person who works directly with our team to manage arrangements for the inspection. We ask that the co-ordinator is someone with a level of seniority who can collaborate effectively with the inspection team and make key decisions and will be able to put us in touch with key staff, people and carers who will be able to support our engagement through surveys and conversations. We attach an inspection [co-ordinator profile](#) for your information. Please provide the name and contact details for the co-ordinator by Friday 13 October 2023.
2. From Monday 23 October we will be contacting services and groups that support people living with mental illness and their unpaid carers in your area, asking them to assist us in contacting people who would be willing to talk with us. To help us with this, please provide us with a list of the services and groups in your area that you consider to have the most involvement with people who are living with mental illness. The list may include contracted services, voluntary and community organisations, peer support groups and carer organisations. Please submit this on the [provider and services template](#) by Thursday 19 October 2023.
3. The pre-inspection return (PIR) needs to be returned to us by 12pm on Friday 10 November with details of all the people living with mental illness who are receiving social work services at the time the PIR is completed. You can find full guidance about this in the partnership guide and linked documents. We recommend that you ask staff with responsibility for social work and health business systems and data to review this as soon as possible so that they can consider what needs to be done and ask us any questions.



/3

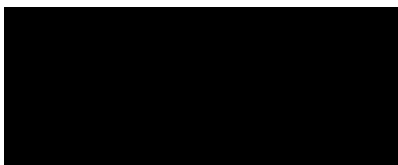
Joint Inspection (Adults) in the Inverclyde Health and Social Care Partnership

4. As well as ongoing dialogue, we will have four set meetings with you during the inspection. We refer to these meetings as partnership meetings and will agree with you whether each meeting should be held in person or via Microsoft Teams. The first meeting is a briefing meeting which usually takes 60 - 90 minutes and we aim to hold this on Tuesday 31 October (10.30am – 12.30pm). We suggest that no more than six partnership representatives should attend the meeting, to allow for productive discussion. Following the partnership meeting, we will meet separately with the co-ordinator to discuss the details of preparation for the inspection. As we expect to hold this meeting quite soon, you may wish to start identifying and contacting the people you would like to attend. We will make arrangements for the partnership meetings with the partnership's inspection co-ordinator.

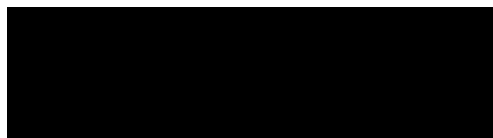
The lead inspector for this inspection will be Val Holtom. Val can be contacted on 07870981801 or via email – val.holtom@careinspectorate.gov.scot. Val will be supported by Angela MacBain, strategic support officer. Angela can be contacted on 07771810729 or at angela.macbain@careinspectorate.gov.scot. Val will be in touch with you shortly after you have received this letter.

If you or any of your colleagues have any questions or need clarification about any of the points in this letter, please contact the lead inspector, Val Holtom using the contact details provided above.

Yours sincerely



Kevin Mitchell
Executive Director
Scrutiny and Assurance
Care Inspectorate



Lynsey Cleland
Director, Quality Assurance and Regulation
Healthcare Improvement Scotland

Cc Councillor Robert Moran, Chair, Integration Joint Board
 Jonathan Hinds, Chief Social Work Officer
 Geraldine Jordan, NHS Liaison Co-ordinator
 Professor Angela Wallace, Nurse Director
 Dr Jennifer Armstrong, Medical Director

Report To: Social Work & Social Care Scrutiny Panel
Report By: Kate Rocks
Chief Officer
Inverclyde HSCP
Contact Officer: Craig Given
Head of Finance, Planning and Resources
Inverclyde HSCP
Subject: Integration Scheme

Date: 31 October 2023
Report No: SWSCSP/37/2023
Contact No:

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 To update Social Work & Social Care Scrutiny Panel on work to review the Integration Scheme between Inverclyde Council and NHS Greater Glasgow and Clyde, and to present a draft revised Integration Scheme to go out for consultation.

2.0 RECOMMENDATIONS

2.1 The Social Work & Social Care Scrutiny Panel is asked to:

- a) Note the content of this report; and
- b) Note the draft revised Integration Scheme for consultation.

Kate Rocks
Chief Officer
Inverclyde Health and Social Care Partnership

3.0 BACKGROUND

- 3.1 The Public Bodies (Joint Working) (Scotland) Act 2014 (the 'Act') requires Local Authorities and Health Boards to jointly prepare an Integration Scheme. It sets out the key arrangements for how Health and Social Care Integration is to be planned, delivered and monitored within their local area
- 3.2 Integration Schemes are required by statute to be reviewed within a "relevant period" of five years from initial publication. The Schemes for the six HSCPs across the Greater Glasgow and Clyde Health Board area received parliamentary approval at different times and are therefore subject to different review schedules. In order to ensure consistency where possible across the six HSCPs and to reduce duplication of effort it has been decided to carry out simultaneous reviews to enable revised Schemes to be agreed at the same time.
- 3.3 To take forward the joint review of the Schemes a pan-Partnership working group was established in the second half of 2019 to progress the review. The group is chaired by the Chief Officer of West Dunbartonshire HSCP (to provide a link back to the Chief Officers Group) and includes representatives from all six HSCPs and the Health Board. The group took responsibility for taking forward the review and revision of the Schemes, feeding back to and taking guidance from the Chief Officers Group with a view to developing revised Schemes for approval by the Cabinet Secretary, if approved by Councils and the Health Board.
- 3.4 Work to review the Schemes was delayed in 2020 shortly before going out to consultation following the intervention of the Chairman of the Health Board. The Chairman raised a number of queries in relation to the Schemes that required further discussion and editing. The review was subsequently further delayed by the focus on responding to the Covid-19 pandemic.

4.0 REVIEW ACTIVITY

- 4.1 The initial review of the Schemes for respective HSCPs sought to identify where edits were required, for example due to the emphasis in the original Schemes, on transitioning from shadow arrangements to fully implemented IJBs and because they made reference to activity which was to be undertaken within the relevant period for the first Schemes, and which is now complete.
- 4.2 Individuals within the group, and the group collectively, also considered content that required reviewing across all Schemes to encourage standardisation of content and a higher level of consistency across Schemes. The Glasgow Scheme was used as a base document for all HSCPs, to which local variation was added if required.
- 4.3 The core content and structure of the draft revised Scheme for Inverclyde remains consistent with the existing Scheme, and therefore retains its close alignment with the model Integration Scheme approved by the Scottish Government and the requirements laid out within the [Public Bodies Joint Working Integration Scheme Scotland Regulations 2014](#), which provide guidance on the required content of the Scheme.
- 4.4 Areas of the Scheme where revisions were made on review included the sections on Performance (section 10), Information and Data Handling (section 16), Complaints (section 17) and Risk Management (section 19). These changes were to reflect activity completed since approval of the first Scheme, to update to reflect current arrangements and to ensure consistency across the six Schemes. The section on Participation and Engagement will be completed following the consultation process to reflect how this was achieved, again in line with the expectations for the content of that section laid out in the guidance.

- 4.5 Section 8 (Local Operational Delivery Arrangements) has been revised substantially in how arrangements for hosted services are described. The previous iteration of the Scheme contained an Annex (3) which listed the services subject to hosting arrangements and which HSCP area was responsible for those services. In the new Scheme Annex 3 has been removed to reflect the fact that the guidance on drafting Integration Schemes does not require this level of detail, which could become inaccurate should hosting arrangements change within the lifetime of the Scheme.
- 4.6 The Scheme instead (at page 14 and S14.22) provides detail on how hosting arrangements are to be implemented, with the content jointly developed by representatives of all six HSCPs and adopted across each of the Schemes.
- 4.7 There has been some re-drafting of Section 14 of the Scheme (Finance). The Chief Finance Officer Group took the opportunity to collectively review the previous text and update for accuracy and consistency, with revised text again adopted by all HSCPs within the Health Board area.
- 4.8 The group has been in contact with the Scottish Government throughout the review on processes and timescales to obtain Cabinet Secretary approval for revised Schemes. Advice and guidance was also sought on any areas within Schemes that the Scottish Government had knowledge of from their experience of across the country that generally required improvement. Dialogue with colleagues from the Scottish Government is ongoing and necessary amendments will be collected as part of the consultation process and will be reflected in the final drafts when they are placed before Committee again for approval.
- 4.9 All six HSCPs are engaged with their Legal Services Teams to review the drafts and reflect the comments of the Scottish Government with a view to ensuring incorporation of any Legal advice for the final draft of the Schemes. The consultation period will therefore include working with Legal Services to ensure the draft and any amendments considered as part of the consultation process meet the statutory requirements surrounding review and development of Integration Schemes laid out in the Act.
- 4.10 Appendix 2 attached sums up the changes to the Integration Scheme document.

5.0 NEXT STEPS

- 5.1 The draft revised Scheme will be subject to consultation with the prescribed consultees as laid out in [Prescribed consultees regulations](#) and in accordance with section 46 of the Public Bodies (Joint Working) (Scotland) Act 2014.
- 5.2 It should be noted that the scope for consultation to influence the structure and content of the Scheme is limited due to the requirement to comply with the model Scheme prescribed by the Scottish Government and the nature of the arrangements outlined within an Integration Scheme. As a result, the working group is preparing a light touch consultation plan to be run from November to January.
- 5.3 Following the consultation exercise the feedback received will be used to make the necessary revisions to the draft Scheme and the updated draft will be presented to Committee (and the Health Board) for final approval in April 2024. If approved the Scheme will be presented to the Integration Joint Board for noting and subsequently submitted to the Cabinet Secretary for Ministerial approval.

6.0 IMPLICATIONS

6.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial		✓
Legal/Risk		✓
Human Resources		✓
Strategic (Partnership Plan/Council Plan)		✓
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		✓
Environmental & Sustainability		✓
Data Protection		✓

6.2 Finance

There are no specific Finance implications arising from this report.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

6.3 Legal/Risk

Legal has been sighted on the updates to the Integration Scheme

6.4 Human Resources

There are no specific human resources implications arising from this report.

6.5 Strategic

There are no specific Strategic implications arising from this report

6.6 Equalities, Fairer Scotland Duty & Children/Young People

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
--	---

✓	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.
---	---

(b) **Fairer Scotland Duty**

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
✓	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

(c) **Children and Young People**

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
✓	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

6.7 **Environmental/Sustainability**

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
✓	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

6.8 **Data Protection**

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
✓	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

7.0 CONSULTATION

7.1 The report has been prepared by the Corporate Director of Inverclyde Health and Social Care Partnership (HSCP) after due consideration with relevant senior officers in the HSCP.

8.0 BACKGROUND PAPERS

8.1 Appendix 2 sum up the changes to the Integration Scheme.



Inverclyde Health and Social Care Partnership

Integration Scheme

Between

INVERCLYDE COUNCIL

And

GREATER GLASGOW AND CLYDE HEALTH BOARD

Draft clean version for consultation
September 2023

1. Introduction

- 1.1 The Public Bodies (Joint Working) (Scotland) Act 2014 (“the Act”) requires Health Boards and Local Authorities to integrate planning for, and delivery of, certain adult health and social care services. They can also choose to integrate planning and delivery of other services – additional adult health and social care services beyond the minimum prescribed by the Scottish Ministers; children’s health and social care services and criminal justice social work services. The Act requires the parties to prepare jointly an integration scheme setting out how this joint working is to be achieved. To achieve this, the Health Board and Local Authority can either delegate between each other or can both delegate to a third body called the Integration Joint Board. Delegation between the Health Board and Local Authority is commonly referred to as a “lead agency” arrangement. Delegation to an Integration Joint Board is commonly referred to as a “body corporate” arrangement.
- 1.2 This document sets out the Integration Scheme (“the Scheme”) for Inverclyde, where Inverclyde Council and NHS Greater Glasgow and Clyde have agreed to a body corporate arrangement which is known as the Inverclyde Health and Social Care Partnership. The Scheme sets out the detail as to how the Health Board and Local Authority will integrate services. When the Scheme has been agreed locally, the Act requires the Health Board and Local Authority to submit jointly the Scheme for approval by Scottish Ministers. The Scheme follows the chosen model and includes the matters prescribed in Regulations.
- 1.3 Once the Scheme has been approved by the Scottish Ministers, the Inverclyde Integration Joint Board (which has distinct legal personality) will be established by Order of the Scottish Ministers.

- 1.4 As a separate legal entity the Integration Joint Board has full autonomy and capacity to act on its own behalf and can, accordingly, make decisions about the exercise of its functions and responsibilities as it sees fit. However, the legislation that underpins the Integration Joint Board requires that its voting members are appointed by the Health Board and the Local Authority, and is made up of elected Councillors, NHS non-executive directors, and other Members of the Health Board where there are insufficient NHS non-executive directors. Whilst serving on the Integration Joint Board its members carry out their functions under the Act on behalf of the Integration Joint Board itself, and not as delegates of their respective Health Board or Local Authority
- 1.5 The Integration Joint Board is responsible for the strategic planning of the functions delegated to it and for ensuring the delivery of its functions through the locally agreed operational arrangements set out within the Scheme.

Further, the Act gives the Health Board and the Council, acting jointly, the ability to require that the Integration Joint Board replaces their strategic plan in certain circumstances. In these ways, the Health Board and the Council together have significant influence over the Integration Joint Board, and they are jointly accountable for its actions.

2. Vision and Values

- 2.1 Inverclyde Council and the Health Board are committed to maintaining the Inverclyde Health and Social Care Partnership, whose key vision is that Inverclyde is a caring and compassionate community working together to address inequalities and assist everyone to live active, healthy and fulfilling lives.

- 2.2 This vision is underpinned by the core values of the Inverclyde Health and Social Care Partnership - dignity and respect, responsive care and support, compassion, wellbeing, be included and accountability.

3. Aims and Outcomes of the Integration Scheme

- 3.1 The main purpose of integration is to improve the wellbeing of people who use health and social care services, particularly those whose needs are complex and involve support from health and social care at the same time. The Integration Scheme is intended to achieve the National Health and Wellbeing Outcomes prescribed by the Scottish Ministers in Regulations under section 5(1) of the Act, namely:

- People are able to look after and improve their own health and wellbeing and live in good health for longer.
- People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.
- People who use health and social care services have positive experiences of those services, and have their dignity respected.
- Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.
- Health and social care services contribute to reducing health inequalities.
- People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.
- People using health and social care services are safe from harm.

- People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.
- Resources are used effectively in the provision of health and social care services.

3.2 NHS Greater Glasgow and Clyde and Inverclyde Council have agreed that Children's and Family Health and Social Work and Criminal Justice Social Work services should be included within functions and services to be delegated to the Integration Joint Board therefore the specific National Outcomes for Children and Criminal Justice are also included.

3.3 The National Outcomes for Children are:

- Our children have the best start in life and are ready to succeed;
- Our young people are successful learners, confident individuals, effective contributors and responsible citizens; and
- We have improved the life chances for children, young people and families at risk.

3.4 The National Outcomes and Standards for Social Work Services in the Criminal Justice System are:

- Community safety and public protection;
- The reduction of re-offending; and
- Social inclusion to support desistance from offending.

4. Integration Scheme

4.1 The Parties

The parties to this Integration Scheme are:-

The Inverclyde Council, established under the Local Government etc. (Scotland) Act 1994 and having its principal offices at Municipal Buildings, Clyde Square, Greenock, PA15 1LY (“the Council”).

And

Greater Glasgow Health Board, established under section 2(1) of the National Health Service (Scotland) Act 1978 (operating as “NHS Greater Glasgow and Clyde“(NHSGG&C)) and having its principal offices at J B Russell House, Gartnavel Royal Hospital Campus, 1055 Great Western Road, Glasgow, G12 0XH (“the Health Board”)

(Together referred to as “the Parties” and each being referred to as “the Party”)

5. Definitions and Interpretation

5.1 The following are definitions of terms used throughout the Integration Scheme:

“The Act” means the Public Bodies (Joint Working) (Scotland) Act 2014;

“Acute Hospital Services” means:

1. Accident and Emergency services provided in a hospital
2. Inpatient hospital services relating to the following branches of medicine:
 - i General Medicine
 - ii Geriatric Medicine
 - iii Rehabilitation Medicine
 - iv Respiratory Medicine
3. Palliative care services provided in a hospital;

“Chair” means the chair of the Integration Joint Board as appointed in accordance with the arrangements made under Article 4 of the Public Bodies (Joint Working) (Integration Joint Boards) (Scotland) Order 2014;

“Chief Finance Officer” means the officer responsible for the administration of the Integration Joint Board’s financial affairs appointed under Section 13 of the Act and Section 95 of the Local Government (Scotland) Act 1973;

“Chief Officer” means the Chief Officer of the Integration Joint Board as referred to in Section 10 of the Act and whose role is more fully defined in Part 9 of the Scheme;

“Chief Social Work Officer” means the individual appointed by the Council under Section 3 of the Social Work (Scotland) Act 1968; “Health and Social Care Partnership” is the name given to the Parties’ service delivery organisation for functions which have been delegated to the Integration Joint Board;

“Health Leads” means individuals who have the professional lead for their respective healthcare profession(s) within the Health and Social Care Partnership;

“Host” means the Integration Joint Board that manages services on behalf of the other Integration Joint Boards in the Health Board area;

“Hosted Services” means those services of the Parties subject to consideration by the Integration Joint Boards, the Parties agree will be managed and delivered by a single Integration Joint Board;

“Integrated Services” means the services of the Parties delivered in a Health and Social Care Partnership for which the Chief Officer has operational management responsibility;

“Integration Joint Board” means the Inverclyde Integration Joint Board established by Order under Section 9 of the Act;

“Integration Scheme Regulations” or “the Regulations” means the Public Bodies (Joint Working) (Integration Scheme) (Scotland) Regulations 2014;

“Scheme” means this Integration Scheme;

“Services” means those Services of the Parties which are delegated to the Integration Joint Board as more specifically detailed in clause 3 hereof;

“Set Aside Budget” means the monies made available by the Health Board to the Integration Joint Board in respect of those functions delegated by the Health Board

which are carried out in a hospital within the Health Board area and provided for the areas of two or more Local Authorities;

“Strategic Plan” means the plan which the Integration Joint Board is required to prepare and implement in relation to the delegated provision of health and social care services to adults and children and criminal justice social work in accordance with Section 29 of the Act.

- 5.2 Whereas in implementation of their obligations under section 2(3) of the Act, the Parties are required to jointly prepare an Integration Scheme for the area of the Local Authority setting out the information required under section 1(3) of the Act and the prescribed information listed in the Integration Scheme Regulations therefore in implementation of these duties the Parties agree as follows:

In accordance with section 2(3) of the Act, the Parties have agreed that the integration model set out in sections 1(4) (a) of the Act will remain in place for the Inverclyde Council area, namely the delegation of functions by the Parties to a body corporate that has been established by Order under Section 9 of the Act. This Scheme came into effect on 27 June 2015 when the Integration Joint Board was established by Parliamentary Order. The Scheme has been reviewed and revised in accordance with Section 44(2) of the Act and these changes will be applied on the date the revised Scheme receives approval through delegation by the Cabinet Secretary.

6. Local Governance Arrangements

6.1 Remit and Constitution of the Integration Joint Board

6.2 The role and remit of the Integration Joint Board is as set out in the Act.

6.3 Voting Members

6.4 The arrangements for appointing the voting membership of the Integration Joint Board are that each Party shall appoint four voting representatives.

6.5 Chair

6.6 The Chair and Vice Chair positions of the Integration Joint Board will rotate every two years between the Health Board and the Council, with the Chair being nominated from the voting representatives of one Party and the Vice Chair nominated from the voting representatives of the other.

6.7 Meetings

6.8 The Integration Joint Board will make, and may subsequently amend, standing orders for the regulation of its procedure and business and all meetings of the Integration Joint Board shall be conducted in accordance with them.

7. Delegation of Functions

7.1 The functions that have been delegated by the Health Board to the Integration Joint Board are set out in Part 1 of Annex 1. The Services to which these functions relate are set out in Part 2 of Annex 1. The functions in Part 1 of Annex 1 have been delegated only to the extent that they relate to the services listed in Part 2 of Annex 1.

7.2 The functions that have been delegated by Inverclyde Council to the Integration Joint Board are set out in Part 1 of Annex 2. The Services to which these functions relate are set out in Part 2 of Annex 2.

8. Local Operational Delivery Arrangements

8.1 Responsibilities of the Integration Joint Board on behalf of the Parties

8.2 The remit of the Integration Joint Board is as set out in the Act and includes the following:-

- To prepare and implement a Strategic Plan in relation to the provision of the Integrated Services to adults and children, and criminal justice in the Inverclyde area in accordance with sections 29 to 48 of the Act.
- To allocate and manage the delegated budget in accordance with the Strategic Plan.
- The Integration Joint Board is responsible for the operational oversight of Integrated Services, and through the Chief Officer, is responsible for the operational management of the Integrated Services. These arrangements for the delivery of the Integrated Services will be conducted within an operational framework established by the Health Board and Council for their respective functions, ensuring both Parties can continue to discharge their governance responsibilities, in line with directions from the Integration Joint Board. The framework applies only to operational delivery.

8.3 The Integration Joint Board will put in place systems, procedures and resources to monitor, manage and deliver the Integrated Services.

8.4 The Integration Joint Board is operationally responsible for directing the delivery by the Parties of the functions and services. The Parties will provide reports to the Integration Joint Board on the delivery of the functions. The Integration Joint Board will respond to such reports, via directions to the Health Board and the Council in line with the Strategic Plan.

- 8.5 In accordance with Section 26 of the Act, the Integration Joint Board will direct the Council and the Health Board to carry out each function delegated to the Integration Joint Board. This will include Adult, Children and Families Health and Social Work Services and Criminal Justice Social Work Services. Payment will be made by the Integration Joint Board to the Parties to enable the delivery of these functions and services in accordance with the Strategic Plan.
- 8.6 Strategic Plan
- 8.7 The Integration Joint Board will maintain a representative Strategic Planning Group to develop and review the Strategic Plan. This will include assessing the potential impact of the Strategic Plan on the Strategic Plans of other integration authorities within the Health Board area.
- 8.8 The Parties will provide any necessary activity and financial data for services, facilities or resources that relate to the planned use of services provided by other Health Boards or within other local authority areas by people who live within Inverclyde.
- 8.9 The Parties commit to advise the Integration Joint Board where they intend to change service provision that will have an impact on the Strategic Plan.
- 8.10 Arrangements for emergency and Acute Services planning in the Health Board area will require joint planning with the other integration authorities within the Health Board area and the Health Board which retains operational responsibility for the delivery of these services.

9. Corporate Support

- 9.1 The Parties are committed to supporting the Integration Joint Board, providing resources for the professional, technical or administrative services required to support the development of the Strategic Plan and delivery of the Integrated Services
- 9.2 The existing planning, performance, quality assurance and development support arrangements and resources of the Parties will continue to be used as a model for the strategic support arrangements of the Integration Joint Board.
- 9.3 The arrangements for providing corporate support services will be subject to ongoing review within the annual budget setting and review processes for the Integration Joint Board.
- 9.4 The arrangements for providing these services will be subject to review aligned to the requirements of each Strategic Planning cycle, to ensure that undertakings within each Strategic Plan can be achieved, as part of the planning processes for the IJB and the Parties.
- 9.5 The Parties will provide the IJB with the corporate support services it requires to fully discharge its duties under the Act. The Parties will ensure that the Chief Officer is effectively supported and empowered to act on behalf of the IJB. This will include the Parties providing staff and resources to provide such support. In all circumstances, the direction of these corporate support services will be aligned to the governance and accountability arrangements of the functions being supported, as set out in this Scheme.
- 9.6 The Health Board will share with the IJB necessary activity and financial data for services, facilities and resources that relate to the planned use of services by service

users within the Health Board area for its service and for those provided by other Health Boards. Regional services are explicitly excluded.

- 9.7 The Council will share with the IJB necessary activity and financial data for services, facilities and resources that relate to the planned use of services by service users within Inverclyde for its services and for those provided by other councils.
- 9.8 The Parties agree to use all reasonable endeavours to ensure that the other Health Board area IJBs and any other relevant Integration Authority will share the necessary activity and financial data for services, facilities and resources that relate to the planned use by service users within the area of their Integration Authority.
- 9.9 The Parties shall ensure that their Officers acting jointly will consider the Strategic Plans of the other Health Board area IJBs to ensure that they do not prevent the Parties and the IJB from carrying out their functions appropriately and in accordance with the Integration Planning and Delivery Principles, and to ensure they contribute to achieving the National Health and Wellbeing Outcomes.
- 9.10 The Parties shall advise the IJB where they intend to change service provision of non-integrated services that will have a resultant impact on the Strategic Plan.

10. Performance Targets, Improvement Measures & Reporting Arrangements

10.1 The IJB will develop and maintain a Performance Management Framework in agreement with the Parties, which consists of a range of indicators and targets relating to those functions and services which have been delegated to the IJB. These will be consistent with national and local objectives and targets in order to support measurement of:

- i) the achievement of the National Health and Wellbeing Outcomes;

- ii) the Core Suite of National Integration Indicators;
- iii) the quality and performance of services delivered by the parties through direction by the IJB;
- iv) the overall vision of the partnership area and local priorities as set out within the Strategic Plan;
- v) the corporate reporting requirements of both parties; and
- vi) any other performance indicators and measures developed by the Scottish Government relating to delegated functions and services.

- 10.2 The Parties will provide the IJB with performance and statistical support resources, access to relevant data sources and will share all information required on services to permit analysis and reporting in line with the prescribed content as set out in regulations. The Council, Health Board and IJB will work together to establish a system of corporate accountability where the responsibility for performance targets are shared.
- 10.3 The Parties will provide support to the IJB, including the effective monitoring of targets and measures, in line with these arrangements and in support of the Performance Management Framework.
- 10.4 The Strategic Plan will be reviewed and monitored by the IJB in relation to these targets and measures. Where either of the Parties has targets, measures or arrangements for functions which are not delegated to the Integration Joint Board, but which are related to any functions that are delegated to the Integration Joint Board, these targets, measures and arrangements will be taken into account in the development, monitoring and review of the Strategic Plan.
- 10.5 The Performance Management Framework and associated reporting arrangements for the IJB will continue to be developed and reviewed regularly by the IJB and the

Parties, consistent with all national targets and reflective of all relevant statute and guidance.

10.6 The IJB will consider service quality, performance and impact routinely at its meetings and each year through its annual performance report, with associated reports also provided to the Parties.

10.7 The Parties and the Integration Joint Board are jointly responsible for the establishment of arrangements to:

- Create an organisational culture that promotes human rights and social justice; values partnership working through example; affirms the contribution of staff through the application of best practice including learning and development; and is transparent and open to innovation, continuous learning and improvement.
- Ensure that integrated clinical and care governance policies are developed and regularly monitor their effective implementation.
- Ensure that the rights, experience, expertise, interests and concerns of service users, carers and communities are central to the planning, governance and decision-making that informs quality of care.
- Ensure that transparency and candour are demonstrated in policy, procedure and practice.
- Deliver assurance that effective arrangements are in place to enable relevant health and social care professionals to be accountable for standards of care including services provided by the third and independent sector.
- Ensure that there is effective engagement with all communities and partners to ensure that local needs and expectations for health and care services and improved health and wellbeing outcomes are being met.

- Ensure that clear robust, accurate and timely information on the quality of service performance is effectively scrutinised and that this informs improvement priorities. This should include consideration of how partnership with the third and independent sector supports continuous improvement in the quality of health and social care service planning and delivery.
- Provide assurance on effective systems that demonstrate clear learning and improvements in care processes and outcomes.
- Provide assurance that staff are supported when they raise concerns in relation to practice that endangers the safety of service users and other wrongdoing in line with local policies for whistleblowing and regulatory requirements.
- Establish clear lines of communication and professional accountability from point of care to officers accountable for clinical and care governance. It is expected that this will include articulation of the mechanisms for taking account of professional advice, including validation of the quality of training and the training environment for all health and social care professionals' training, in order to be compliant with all professional regulatory requirements.
- Embed a positive, sharing and open organisational culture that creates an environment where partnership working, openness and communication are valued, staff supported and innovation promoted.
- Provide a clear link between organisational and operational priorities; objectives and personal learning and development plans, ensuring that staff have access to the necessary support and education.
- Implement quality monitoring and governance arrangements that include compliance with professional codes, legislation, standards, guidance and

that these are regularly open to scrutiny. This must include details of how the needs of the most vulnerable people in communities are being met.

- Implement systems and processes to ensure a workforce with the appropriate knowledge and skills to meet the needs of the local population.
- Implement effective internal systems that provide and publish clear, robust, accurate and timely information on the quality of service performance.
- Develop systems to support the structured, systematic monitoring, assessment and management of risk.
- Implement a co-ordinated risk management, complaints, feedback and adverse events/incident system, ensuring that this focuses on learning, assurance and improvement.
- Lead improvement and learning in areas of challenge or risk that are identified through local governance mechanisms and external scrutiny.
- Develop mechanisms that encourage effective and open engagement with staff on the design, delivery, monitoring and improvement of the quality of care and services.
- Promote planned and strategic approaches to learning, improvement, innovation and development, supporting an effective organisational learning culture.

11. Clinical and Care Governance

11.1 Except as detailed in this Scheme, all strategic, planning and operational responsibility for Integrated Services is delegated from the Parties to the Integration Joint Board and its Chief Officer for operational responsibilities through the Service Delivery Framework.

11.2 The Parties and the Integration Joint Board are accountable for ensuring appropriate clinical and care governance arrangements for services provided in pursuance of integration functions in terms of the Act. The Parties and the Integration Joint Board are accountable for ensuring appropriate clinical and care governance arrangements for their duties under the Act. The Parties will have regard to the principles of the Scottish Government's Clinical and Care Governance Framework including the focus on localities and service user and carer feedback.

The Parties will be responsible through commissioning and procurement arrangements for the quality and safety of services procured from the Third and Independent Sectors and to ensure that such Services are delivered in accordance with the Strategic Plan.

11.3 The quality of service delivery will be measured through performance targets, improvement measures and reporting arrangements designed to address organisational and individual care risks, promote continuous improvement and ensure that all professional and clinical standards, legislation and guidance are met. Performance monitoring arrangements will be included in commissioning or procurement from the Third and Independent Sectors.

11.4 The Parties will ensure that staff working in Integrated Services have the appropriate skills and knowledge to provide the appropriate standard of care. Managers will manage teams of Health Board staff, Council staff or a combination of both and will

promote best practice, cohesive working and provide guidance and development to the team. This will include effective staff supervision and implementation of staff support policies.

- 11.5 Where groups of staff require professional leadership, this will be provided by the relevant Health Lead or Chief Social Work Officer as appropriate.
- 11.6 The members of the Integration Joint Board will actively promote an organisational culture that supports human rights and social justice; values partnership working through example; affirms the contribution of staff through the application of best practice, including learning and development; and is transparent and open to innovation, continuous learning and improvement.
- 11.7 The Integration Joint Board will be responsible for operational oversight of Integrated Services, and through the Chief Officer, will be responsible for management of Integrated Services, except Acute Hospital Services on which the Chief Officer will work closely with the Chief Operating Officer for Acute Hospital Services and the Health Board will be responsible for management of acute services.
- 11.8 As detailed in section 12 of the Scheme, the Chief Officer will be an officer of, and advisor to, the Integration Joint Board. The Chief Officer's role is to provide a single senior point of overall strategic and operational advice to the Integration Joint Board and be a member of the Corporate Management Teams of the Parties. The Chief Officer will manage the Integrated Services.
- 11.9 The Parties will put in place structures and processes to support clinical and care governance, thus providing assurance on the quality of health and social care. A Clinical and Care Governance Group will be established, co-chaired by the Clinical

Director and Chief Social Work Officer, and will report to and advise the Chief Officer and the Integration Joint Board, both directly and through the co-chairs also being members of the Strategic Planning Group and being non-voting members of the Integration Joint Board. The Clinical and Care Governance Group will contain representatives from the Parties and others including:

- The Senior Management Team of the Partnership;
- Clinical Director;
- Lead Nurse;
- Lead Allied Health Professional;
- Chief Social Work Officer;
- Service user and carer representatives; and
- Third Sector and Independent Sector representatives.

11.10 The Parties note that the Clinical and Care Governance Group may wish to invite appropriately qualified individuals from other sectors to join its membership as it determines, or as is required given the matter under consideration. This may include Health Board professional committees, managed care networks and Adult and Child Protection Committees.

11.11 The role of the Clinical and Care Governance Group will be to consider matters relating to Strategic Plan development, governance, risk management, service user feedback and complaints, standards, education, learning, continuous improvement and inspection activity.

11.12 The Clinical and Care Governance Group will provide advice to the strategic planning group, and locality groups within the Health and Social Care Partnership area. The strategic planning and locality groups may seek relevant advice directly from the Clinical and Care Governance Group.

- 11.13 The Integration Joint Board may seek advice on clinical and care governance directly from the Clinical and Care Governance Group. In addition, the Integration Joint Board may directly take into consideration the professional views of the registered health professionals and the Chief Social Work Officer.
- 11.14 The Chief Social Work Officer reports to the Council on the delivery of safe, effective and innovative social work services and the promotion of values and standards of practice. The Council confirms that its Chief Social Work Officer will provide appropriate professional advice to the Chief Officer and the Integration Joint Board in relation to statutory social work duties and make certain decisions in terms of the Social Work (Scotland) Act 1968. The Chief Social Work Officer will provide an annual report on care governance to the Integration Joint Board, including responding to scrutiny and improvement reports by external bodies such as the Care Inspectorate. In their operational management role the Chief Officer will work with and be supported by the Chief Social Work Officer with respect to quality of Integrated Services within the Partnership in order to then provide assurance to the Integration Joint Board.

11.15 Further assurance is provided through:

- a) the responsibility of the Chief Social Work Officer to report directly to the Council, and the responsibility of the Clinical Director and Health Leads to report directly to the Health Board Medical Director and Nurse Director who in turn report to the Health Board on professional matters; and
- (b) the role of the Clinical Governance Committee of the Health Board which is to oversee healthcare governance arrangements and ensure that matters which have implications beyond the Integration Joint Board in relation to health, will be shared across the health care system. The Clinical Governance Committee will also provide professional guidance to the local Clinical and Care Governance Group as required.

11.16 The Chief Officer will take into consideration any decisions of the Council or Health Board which arise from 11.16 (a) or (b) above.

11.17 The Health Board Clinical Governance Committee, the Medical Director and Nurse Director may raise issues directly with the Integration Joint Board in writing and the Integration Joint Board will respond in writing to any issues so raised.

11.18 The relationships between the different components of clinical and care governance are represented in diagram form at Annex 5.

11.19 Professional Leadership

- 11.20 The Health Board will nominate professional leads to be members of the Integration Joint Board. The Integration Joint Board will appoint professional leads to the Strategic Planning Group, in compliance with Section 32 of the Act.
- 11.21 NHS professional leads will relate to the Health Board’s professional leads through formal network arrangements. The Health Board’s professional leads will also be able to offer advice to the Chief Officer and to the Integration Joint Board.
- 11.22 The Health Board’s Medical and Nursing Director roles support the Chief Officer and Integration Joint Board in relation to medical and nurse education and revalidation. The governance responsibilities of the Integration Joint Board and Chief Officer will also be supported by the Health Board’s equalities and child protection functions.

12. **Chief Officer**

- 12.1 The Chief Officer will be appointed by the Integration Joint Board upon consideration of the recommendation of an appointment panel selected by the Integration Joint Board to support the appointment process, which panel will include the Chief Executives of each Party as advisors. The Chief Officer will be employed by one of the Parties and will have an honorary contract with the non-employing party. The Chief Officer will be jointly line managed by the Chief Executives of the Health Board and the Council. This will ensure accountability to both Parties and support a system-wide approach by the Health Board across all of its component integration authorities, and strategic direction in line with the Council’s corporate priorities. The Chief Officer will be the accountable officer to the Integration Joint Board. The Chief Officer will become a non-voting member of the Integration Joint Board upon appointment to his/her role.

- 12.2 The Chief Officer will provide a single senior point of overall strategic and operational advice to the Integration Joint Board and be a member of the senior management teams of the Parties. As a member of both corporate management teams the Chief Officer will be able to influence policy and strategic direction of both Inverclyde Council and the Health Board from an integration perspective.
- 12.3 The Chief Officer will have delegated operational responsibility for delivery of Integrated Services, except Acute Hospital Services, with oversight from the Integration Joint Board. In this way the Integration Joint Board is able to have responsibility for both strategic planning and operational delivery. The operational delivery arrangements will operate within a framework established by the Health Board and the Council for their respective functions, ensuring both bodies can continue to discharge their governance responsibilities.
- 12.4 The Chief Officer will provide a strategic leadership role and be the point of joint accountability for the performance of services to the Integration Joint Board. The Chief Officer will be operationally responsible through an integrated management team for the delivery of Integrated Services within the resources available.
- 12.5 In the event that the Chief Officer is absent or otherwise unable to carry out his or her functions, the Chief Executives of the Health Board and the Council will, at the request of the Integration Joint Board, jointly appoint a suitable interim replacement.
- 12.6 “The Chief Officer will have day to day operational responsibility to monitor delivery of the services set out in Annexes XXX, other than Acute Hospital Services on which the Chief Officer will work closely with the Chief Operating Officer for Acute Services. The IJB will have oversight of these operational management arrangements.

AND

“The IJB along with the other five IJBs in the Greater Glasgow and Clyde Health Board area will contribute to the strategic planning of Acute Hospital Services.”

- 12.7 The Council agrees that the relevant Council lead responsible for the local housing strategy will be required to routinely liaise with the Chief Officer in respect of the Integration Joint Board’s role in informing strategic planning for local housing as a whole and the delivery of housing support services delegated to the Integration Joint Board.
- 12.8 The Chief Officer will have accountability to the Integration Joint Board for Workforce Governance. The Integration Joint Board, through its governance arrangements, will establish formal structures to link with the Health Board’s Staff Governance Committee and the Council’s Staff Representative Forum.

13. **Workforce**

- 13.1 Sustained and successful delivery of Integrated Services is dependent on an engaged workforce whose skill mix adapts over time to respond to the clinical and care needs of the Inverclyde population. The Parties will work together to ensure effective leadership, management, support, learning and development across all staff groups. Staff employed in services whose functions have been delegated to the Integration Joint Board will retain their current employment status with either the Council or the Health Board and continue with the terms and conditions of their current employer. The Partnership will report on HR and wider Workforce governance matters to the Parties through their appropriate governance and Management Structures, including in relation to the Equality Act.

13.2 The Parties agree that Workforce Governance is a system of corporate accountability for the fair and effective management of staff. Staff managing functions within the IJB have a responsibility for managing staff employed by NHS GGC and (Inverclyde) Council and will therefore ensure that partner organisation governance standards are explicitly applied and staff are:

- Well Informed
- Appropriately trained and developed
- Involved in decisions
- Treated fairly and consistently with dignity and respect in an environment where diversity is valued
- Provided with a continually improving and safe working environment promoting the health and wellbeing of staff, patients/clients and the wider community

13.3 The Chief Officer, on behalf of the Parties, will maintain a Workforce Plan describing the current shape and size of the workforce, how this will develop as services become more integrated, and what actions will need to be taken to achieve the necessary changes in workforce and skills mix. This is linked to an Organisational Development Plan that builds on the cultural integration that has already taken place, bringing health and social care values closer together through integrated teams and management arrangements, and underpinned by our vision and values as noted at Paragraph 2 of the Scheme.

13.4 The Parties are committed to ensuring their staff involved in health and social care service delivery have the necessary training, skills and knowledge to provide the people of Inverclyde with the highest quality services. The Parties recognise that their staff are well placed to identify how improvements can be made to services and will

continue to work together and with their staff to develop, establish and review plans for:

- (a) Workforce planning and development;
- (b) Organisational development;
- (c) Learning and development of staff; and
- (d) Engagement of staff and development of a healthy organisational culture.

- 13.5 The Chief Officer will receive advice from Human Resources and Organisational Development professionals who will work together to support the implementation of integration and provide the necessary expertise and advice as required. They will work collaboratively with staff, managers, staff side representatives and trade unions to ensure a consistent approach which is fair and equitable.
- 13.6 The Parties will report on workforce governance matters to the Chief Officer and the Integration Joint Board through their appropriate governance and management structures. In addition the Parties will establish formal structures to link the Health Board's area partnership forum and the Council's joint consultative forum with any joint staff forum established by the Integration Joint Board.
- 13.7 A Joint Staff Forum will act as a formal consultative body for the workforce. The Forum is founded on the principle that staff and staff organisations will be involved at an early stage in decisions affecting them, including in relation to service change and development. These Partnership arrangements will meet the required national standards and link to both the Health Board and Council's staff consultative arrangements.

14. Finance

Introduction

- 14.1 This clause sets out the arrangements in relation to the determination of the amounts to be paid, or set aside, and their variation, to the Integration Joint Board from the Council and the Health Board.
- 14.2 The Chief Finance Officer will be the Accountable Officer for financial management, governance and administration of the Integration Joint Board. This includes accountability to the Integration Joint Board for the planning, development and delivery of the Integration Joint Board's financial strategy and responsibility for the provision of strategic financial advice and support to the Integration Joint Board and Chief Officer.

Budgets

- 14.3 Delegated baseline budgets were subject to due diligence in the shadow year of the Integration Joint Board. These were based on a review of recent past performance and existing and future financial forecasts for the Health Board and the Council for the functions which were delegated. In the case of any additional functions to be delegated to the Integration Joint Board, after the original date of integration, these services will also be the subject of due diligence, based on a review of recent past performance and existing and future financial forecasts for the Board and the Council for the functions which are to be delegated. This is required to gain assurance that the associated delegated budgets will be sufficient for the Integration Joint Board to fund these additional delegated functions. In the event that functions currently delegated are to be removed, this will require prior agreement between the parties and the Integrated Joint Board and will also be subject to due diligence.
- 14.4 The Chief Finance Officer will develop a draft proposal for the Integrated Budget based on the Strategic Plan and forecast pressures and present it to the Council and the

Health Board for consideration as part of their respective annual budget setting process. The draft proposal will incorporate assumptions on the following:

- Activity changes
- Cost inflation
- Efficiencies
- Performance against outcomes
- Legal requirements
- Transfer to or from the amounts set aside by the Health Board

This will allow the Council and the Health Board to determine the final approved budget for the Integration Joint Board. This should be formally advised in writing by the respective Directors of Finance to the Integration Joint Board by 1 March each year unless otherwise agreed by the Parties and the Integration Joint Board

14.5 The draft budget should be evidence based with full transparency on its assumptions which should include:

- Pay Awards
- Contractual uplift
- Prescribing
- Resource transfer
- Ring fenced funds

In the case of demographic shifts and volume, the Chief Finance Officer will evaluate financial impact in respect of the service which each of the Parties has delegated to the Integration Joint Board. In these circumstances the consequential impact will be incorporated into the draft proposals submitted by the Chief Finance Officer and considered by each Party as part of their budget deliberations each year.

- 14.6 Any material in-year budget changes proposed by either Party must be agreed by the Integration Joint Board. Parties may increase the payment in year to the Integration Joint Board for supplementary allocations in relation to the delegated services agreed for the Integration Joint Board, which could not have been reasonably foreseen at the time the Integration Joint Board budget for the year was agreed.
- 14.7 The Integration Joint Board will approve a budget and provide direction to the Parties by 31st March each year regarding the functions that are being delivered, how they are to be delivered and the resources to be used in delivery.

Set Aside Budgets

- 14.8 The Integration Joint Board has strategic planning responsibility along with the Health Board for Set Aside.
- 14.9 The method for determining the amount set aside for hospital services will follow guidance issued by the Integrated Resources Advisory Group and be based initially on the notional direct costs for the relevant populations use of in scope hospital services as provided by the Information Services Division (ISD) Scotland. The NHS Board Director of Finance and Integration Joint Board Chief Financial Officer will keep under review developments in national data sets or local systems that might allow more timely or more locally responsive information, and if enhancements can be made, propose this to the Integration Joint Board. A joint strategic commissioning plan will be developed and will be used to determine the flow of funds as activity changes:-
- Planned changes in activity and case mix due to interventions in the Joint Strategic Commissioning Plan;
 - Projected activity and case mix changes due to changes in population need;

- Analysis of the impact on the affected hospital budget, taking into account cost-behaviour i.e. the lag between changes in capacity and the impact on resources

14.10 The process for making adjustments to the set aside resource to reflect variances in performance against plan will be agreed by the Integration Joint Board and the Health Board. Changes will not be made in year and any changes will be made by annual adjustments to the Financial Plan of the Integration Joint Board.

Budget Management

14.11 The Integration Joint Board will direct the resources it receives from the Parties in line with the Strategic Plan, and in doing so will seek to ensure that the planned activity can reasonably be met from the available resources viewed as a whole, and achieve a year-end break-even position.

Budget Variance

14.12 The Chief Officer will deliver the outcomes within the total delegated resources and where there is a forecast overspend, the Chief Officer should take immediate and appropriate remedial action to endeavour to prevent the overspend and to instruct an appropriate action. If this does not resolve the overspend position, then the Chief Officer, the Chief Finance Officer of the Integration Joint Board and the appropriate finance officers of the Parties must agree a recovery plan to balance the overspending budget, which recovery plan shall be subject to the approval of the Integration Joint Board. In the event that the recovery plan is unsuccessful and an overspend materialises at the year-end, uncommitted reserves held by the Integration Joint Board, in line with the reserves policy, would firstly be used to address any overspend. If after application of reserves an overspend remains the Parties may consider making additional funds available, on a basis to be agreed taking into account the nature and circumstances of the overspend, with repayment in future years on the basis of the

revised recovery plan agreed by the Parties and the Integration Joint Board. If the revised plan cannot be agreed by the Parties, or is not approved by the Integration Joint Board, mediation will require to take place in line with the dispute resolution arrangements set out in this Scheme.

14.13 Where an underspend materialises against the agreed budget, with the exception of ring fenced budgets, this will be retained by the Integration Joint Board will be used to either fund additional capacity in-year in line with its Strategic Plan or be carried forward to fund capacity in subsequent years of the Strategic Plan subject to the terms of the Integration Joint Board’s Reserves Strategy.

Unplanned Costs

14.14 Neither Party may reduce the payment in-year to the Integration Joint Board to meet exceptional unplanned costs within either the Council or the Health Board without the express consent of the Integration Joint Board and the other Party.

Accounting Arrangements and Annual Accounts

14.15 Recording of all financial information in respect of the Integration Joint Board will be in the financial ledger of the Council.

14.16 Any transaction specific to the Integration Joint Board e.g. expenses, will be processed via the Council ledger, with specific funding being allocated by the Integration Joint Board to the Council for this.

14.17 The transactions relating to operational delivery will continue to be reflected in the financial ledgers of the Council and Health Board with the information from both sources being consolidated for the purposes of reporting financial performance to the Integration Joint Board.

14.18 The Chief Officer and Chief Finance Officer will be responsible for the preparation of the annual accounts and financial statement in line with proper accounting practice, and financial elements of the Strategic Plan and such other reports that the Integration Joint Board might require. The Integration Joint Board Chief Finance Officer will provide reports to the Chief Officer on the financial resources used for operational delivery and strategic planning. In order to agree the in-year transactions and year-end balances between the Council, Health Board and Integration Joint Board, the Integration Joint Board Chief Finance Officer will engage with the Directors of Finance of the Council and Health Board to agree an appropriate process.

- 14.19 Regular financial monitoring reports will be issued by the Integration Joint Board Chief Finance Officer to the Chief Officer in line with timescales agreed by the Parties. Financial Reports will include subjective and objective analysis of budgets and actual/projected outturn, and such other financial monitoring reports as the Integration Joint Board might require.
- 14.20 The Integration Joint Board will receive a minimum of four financial reports during each financial year. This will include reporting on the Acute Hospital Services activity and estimated cost against Set Aside Budgets.

Payments between the Council and the Health Board

- 14.21 The schedule of payments to be made in settlement of the payment due to the Integration Joint Board will be Resource Transfer, virement between Parties and the net difference between payments made to the Integration Joint Board and resources delegated by the Integration Joint Board will be transferred between agencies initially in line with existing arrangements, with a final adjustment on closure of the Annual Accounts. Future arrangements may be changed by local agreement.

Hosted Services

- 14.22 Some of the functions that are delegated by the Health Board to all six Integration Joint Boards are provided as part of a single Glasgow and Clyde wide service, referred to below as “Hosted Services.” Integration Joint Boards are required to account for the activity and associated costs for all Hosted Services across their population using a methodology agreed by all partner Integration Joint Boards.
- 14.23 Within Greater Glasgow and Clyde, each Integration Joint Board can have operational responsibilities for services, which it hosts on behalf of other Integration Joint Boards. This includes the strategic planning for these services on behalf of other Integration

Joint Boards. Integration Joint Boards planning to make significant changes to Hosted Services which increase or decrease the level of service available in specific localities or service wide will consult with the other Integration Joint Boards affected prior to implementing any significant change.

Capital Assets and Capital Planning

- 14.24 Capital and assets and the associated running costs will continue to sit with the Parties unless otherwise agreed by the Party and the Integrated Joint Board. The Integration Joint Board will require to develop a business case for any planned investment or change in use of assets for consideration by the Parties.

15. Participation and Engagement

- 15.1 The Parties undertake to work together to support the IJB in the production and maintenance of a participation and engagement strategy. The Parties agree to provide communication and public engagement support to the IJB to facilitate engagement with key stakeholders, including patients and service users, carers and Third Sector representatives and Councils within the area of the Health Board.

16. Information-Sharing and Data Handling

- 16.1 The Parties have, along with all local authorities in the Health Board area, agreed to an Information Sharing Protocol. The Protocol is subject to ongoing review and positively encourages staff to share information appropriately about their service users when it benefits their care and when it is necessary to protect vulnerable adults or children.

- 16.2 The Parties are also bound by a joint local Information Sharing Protocol which has been developed from existing information sharing and data handling arrangements between the Parties and will set out the principles under which information sharing will be carried out.
- 16.3 The Parties will also continue to work together to agree the specific procedures for the sharing of information for any purpose connected to the carrying out of integration functions. These procedures will include the detailed arrangements, practical policies, designated responsibilities and any additional requirements.
- 16.4 Information Sharing Protocols have been ratified by the Parties and may be amended or replaced by agreement of the Parties and the Integration Joint Board.
- 16.5 The Parties will continue to develop information technology systems and procedures to enable information to be shared appropriately and effectively between the Parties and the Integration Joint Board.
- 16.6 The Chief Officer will continue to ensure appropriate arrangements are in place in respect of information governance.

17. **Complaints**

The Parties agree the following arrangements in respect of complaints.

- 17.1 The Chief Officer will have overall responsibility for ensuring that an effective and efficient complaints system operates within the Integration Joint Board.
- 17.2 The Health Board and the Council will retain separate complaints policies and procedures reflecting distinct statutory requirements: the Patient Rights

(Scotland) Act 2011 makes provisions for complaints about NHS services; and the Social Work (Scotland) Act 1968 makes provisions for the complaints about social care services.

- 17.3 The Parties agree that as far as possible complaints will be dealt with by front line staff. Thereafter the existing complaints procedures of the Parties provide a formal process for resolving complaints. Complaints can be made by patients, service users and customers or their nominated representatives using a range of methods including an online form, face to face contact, in writing and by telephone. A decision regarding the complaint will be provided as soon as possible and will be no more than 20 working days, unless there is good reason for requiring more time and this reason is communicated to the complainant. If the complainant remains dissatisfied, an internal review might be offered if appropriate. If the complainant still remains dissatisfied, the final stage will be the consideration of complaints by the Scottish Public Services Ombudsman (SPSO).
- 17.4 Where a complaint is made direct to the Integration Joint Board or the Chief Officer, the Chief Officer shall follow the relevant processes and timescales of the complaints procedure of the appropriate Party as determined by the nature of the complaint and the associated functions.
- 17.5 Complaints will be processed depending on the subject matter of the complaint made. Where a complaint relates to multiple services the matters complained about will be processed, so far as possible, as a single complaint with one response from the Integration Joint Board. Where a joint response to a complaint is not possible or appropriate this will be explained to the complainant who will receive separate responses from the services concerned. Where a

complainant is dissatisfied with a joint response, then matters will be dealt with under the respective review or appeal mechanisms of either party, and thereafter dealt with entirely separately.

- 17.6 The Parties agree to work together and to support each other to ensure that all complaints that require input from both Parties are handled in a timely manner. Details of the complaints procedures will be provided on line, in complaints literature and on posters. Clear and agreed timescales for responding to complaints will be provided.
- 17.7 If a service user is unable, or unwilling to make a complaint directly, complaints will be accepted from a representative who can be a friend, relative or an advocate, so long as the representative can demonstrate that the service user has authorised that person to act on behalf of the service user.
- 17.8 The Parties will produce a joint complaints report on an annual basis for consideration by the Integration Joint Board. This report will include details of the number and nature of complaints, and the proportion of complaints responded to within the agreed timescales.
- 17.9 The means through which a complaint should formally be made regarding Integrated Services and the appropriate member of staff within the Health & Social Care Partnership to whom a complaint should be made will be detailed on the Parties' websites and made available in paper copies within premises.

18. **Claims Handling, Liability & Indemnity**

- 18.1 The Council and the Health Board agree that they will manage and settle claims in accordance with common law of Scotland and statute.

- 18.2 The Parties will establish indemnity cover for integrated arrangements.

19. Risk Management

19.1 The IJB will have in place a risk management policy and strategy that will demonstrate a considered, practical and systemic approach to identifying risks, forecasting the likelihood and impact of these risks to service delivery and taking action to mitigate them. This particularly includes those related to the IJB’s delivery of the Strategic Plan.”

A Risk Management Policy and Strategy was agreed by the Integration Joint Board in August 2016 which is subject to regular review.

19.2 The Parties will support the Chief Officer and the Integration Joint Board with relevant specialist advice, (such as internal audit, clinical and non-clinical risk managers and health and safety advisers).

19.3 The Chief Officer will have overall accountability for risk management ensuring that suitable and effective arrangements are in place to manage the risks relating to the functions within the scope of the Integration Joint Board. The Chief Officer working with the Chief Executives of the Parties will review existing strategic and operational risk registers on a six-monthly basis, identify the appropriate risks to move to the shared risk register and agree mitigations.

20. Dispute Resolution Mechanism

20.1 Where either of the Parties fails to agree with the other on any issue related to this Scheme, then they will follow the undernoted process:

- a) The Chief Executives of the Parties will meet to resolve the issue;
- b) If unresolved, the Parties will each prepare a written note of their position on the issue and exchange it with the others for their consideration within 10 working days of the date of the decision to proceed to written submissions.
- c) In the event that the issue remains unresolved following consideration of written submissions, the Chief Executives of the Parties, the Chair of the Health Board and the Leader of the Council will meet to appoint an independent mediator and the matter will proceed to mediation with a view to resolving the issue.

20.2 Where the issue remains unresolved after following the processes outlined in (a)-(c) above, the Parties agree the following process to notify Scottish Ministers that agreement cannot be reached: the Chief Executives of the Parties, and the Chief Officer will jointly make a written application to Scottish Ministers stating the issues in dispute and requesting that the Scottish Ministers give directions.

Annex 1

Part 1

Functions Delegated by the Health Board to the Integration Joint Board.

<i>Column A</i>	<i>Column B</i>
<p>The National Health Service (Scotland) Act 1978 All functions of Health Boards conferred by, or by virtue of, the National Health Service (Scotland) Act 1978.</p>	<p>Except functions conferred by or by virtue of—</p> <ul style="list-style-type: none"> section 2(7) (Health Boards); section 2CB (functions of Health Boards outside Scotland); section 9 (local consultative committees); section 17A (NHS contracts); section 17C (personal medical or dental services); section 17I (use of accommodation); section 17J (Health Boards' power to enter into general medical services contracts); section 28A (remuneration for Part II services); section 48 (residential and practice accommodation); section 55 (hospital accommodation on part payment); section 57 (accommodation and services for private patients); section 64 (permission for use of facilities in private practice); section 75A (remission and repayment of charges and payment of travelling expenses); section 75B (reimbursement of the cost of services provided in another EEA state); section 75BA (reimbursement of the cost of services provided in another EEA state where expenditure is incurred on or after 25 October 2013); section 79 (purchase of land and moveable property); section 82 use and administration of certain endowments and other property held by Health Boards); section 83 (power of Health Boards and local health councils to hold property on trust); section 84A (power to raise money, etc., by appeals, collections etc.);

<i>Column A</i>	<i>Column B</i>
	<p>section 86 (accounts of Health Boards and the Agency);</p> <p>section 88 (payment of allowances and remuneration to members of certain bodies connected with the health services);</p> <p>section 98 (charges in respect of non-residents);</p> <p>and paragraphs 4, 5, 11A and 13 of Schedule 1 (Health Boards).</p> <p>and functions conferred by—</p> <p>The National Health Service (Clinical Negligence and Other Risks Indemnity Scheme) (Scotland) Regulations 2000;</p> <p>The Health Boards (Membership and Procedure) (Scotland) Regulations 2001,</p> <p>The National Health Service (Primary Medical Services Performers Lists) (Scotland) Regulations 2004;</p> <p>The National Health Service (Primary Medical Services Section 17C Agreements) (Scotland) Regulations 2004)</p> <p>The National Health Service (General Ophthalmic Services) (Scotland) Regulations 2006;</p> <p>The National Health Service (Discipline Committees) (Scotland) Regulations 2006;</p> <p>The National Health Service (Appointment of Consultants) (Scotland) Regulations 2009;</p> <p>The National Health Service (Pharmaceutical Services) (Scotland) Regulations 2009; and</p> <p>The National Health Service (General Dental Services) (Scotland) Regulations 2010.</p> <p>The National Health Service (Free Prescriptions and Charges for Drugs and Appliances) (Scotland) Regulations 2011</p>
<p>Disabled Persons (Services, Consultation and Representation) Act 1986</p> <p>Section 7</p> <p>(persons discharged from hospital)</p>	

<i>Column A</i>	<i>Column B</i>
<p>Community Care and Health (Scotland) Act 2002</p> <p>All functions of Health Boards conferred by, or by virtue of, the Community Care and Health (Scotland) Act 2002.</p>	
<p>Mental Health (Care and Treatment) (Scotland) Act 2003</p> <p>All functions of Health Boards conferred by, or by virtue of, the Mental Health (Care and Treatment) (Scotland) Act 2003.</p>	<p>Except functions conferred by:</p> <p>section 22 (approved medical practitioners);</p> <p>section 34 (inquiries under section 33: cooperation)</p> <p>section 38 (duties on hospital managers: examination, notification etc.);</p> <p>section 46 (hospital managers' duties: notification);</p> <p>section 124 (transfer to other hospital);</p> <p>section 228 (request for assessment of needs: duty on local authorities and Health Boards);</p> <p>section 230 (appointment of patient's responsible medical officer);</p> <p>section 260 (provision of information to patient);</p> <p>section 264 (detention in conditions of excessive security: state hospitals);</p> <p>section 267 (orders under sections 264 to 266: recall);</p> <p>section 281 (correspondence of certain persons detained in hospital);</p> <p>and functions conferred by—</p> <p>The Mental Health (Safety and Security) (Scotland) Regulations 2005;</p> <p>The Mental Health (Cross border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2005;</p> <p>The Mental Health (Use of Telephones) (Scotland) Regulations 2005; and</p> <p>The Mental Health (England and Wales Crossborder transfer:</p>

<i>Column A</i>	<i>Column B</i>
<p>Education (Additional Support for Learning) (Scotland) Act 2004</p> <p>Section 23</p> <p>(other agencies etc. to help in exercise of functions under this Act)</p>	<p>patients subject to requirements other than detention) (Scotland) Regulations 2008.</p>
<p>Public Services Reform (Scotland) Act 2010</p> <p>All functions of Health Boards conferred by, or by virtue of, the Public Services Reform (Scotland) Act 2010.</p>	<p>Except functions conferred by—</p> <p>section 31(Public functions: duties to provide information on certain expenditure etc.); and</p> <p>section 32 (Public functions: duty to provide information on exercise</p>
<p>Patient Rights (Scotland) Act 2011</p> <p>All functions of Health Boards conferred by, or by virtue of, the Patient Rights (Scotland) Act 2011.</p>	<p>Except functions conferred by The Patient Rights (complaints Procedure and Consequential Provisions) (Scotland) Regulations 2012/36.</p>
<p>Functions prescribed for the purposes of section 1(8) of the Public Bodies (Joint Working) (Scotland) Act 2014</p>	

<i>Column A</i>	<i>Column B</i>
<p>The National Health Service (Scotland) Act 1978</p> <p>All functions of Health Boards conferred by, or by virtue of, the National Health Service (Scotland) Act 1978</p>	<p>Except functions conferred by or by virtue of—</p> <p>section 2(7) (Health Boards);</p> <p>section 2CB (functions of Health Boards outside Scotland);</p> <p>section 9 (local consultative committees);</p> <p>section 17A (NHS contracts);</p> <p>section 17C (personal medical or dental services);</p> <p>section 17I (use of accommodation);</p>

<i>Column A</i>	<i>Column B</i>
	<p>section 17J (Health Boards' power to enter into general medical services contracts);</p> <p>section 28A (remuneration for Part II services);</p> <p>section 38 (care of mothers and young children);</p> <p>section 38A (breastfeeding);</p> <p>section 39 (medical and dental inspection, supervision and treatment of pupils and young persons);</p> <p>section 48 (residential and practice accommodation);</p> <p>section 55 (hospital accommodation on part payment);</p> <p>section 57 (accommodation and services for private patients);</p> <p>section 64 (permission for use of facilities in private practice);</p> <p>section 75A (remission and repayment of charges and payment of travelling expenses);</p> <p>section 75B (reimbursement of the cost of services provided in another EEA state);</p> <p>section 75BA (reimbursement of the cost of services provided in another EEA state where expenditure is incurred on or after 25 October 2013);</p> <p>section 79 (purchase of land and moveable property);</p> <p>section 82 use and administration of certain endowments and other property held by Health Boards);</p> <p>section 83 (power of Health Boards and local health councils to hold property on trust);</p> <p>section 84A (power to raise money, etc., by appeals, collections etc.);</p> <p>section 86 (accounts of Health Boards and the Agency);</p> <p>section 88 (payment of allowances and remuneration to members of certain bodies connected with the health services);</p> <p>section 98 (charges in respect of non-residents); and</p> <p>paragraphs 4, 5, 11A and 13 of Schedule 1 to the Act (Health Boards);</p> <p>and functions conferred by—</p> <p>The National Health Service (Charges to Overseas Visitors) (Scotland) Regulations 1989</p> <p>The Health Boards (Membership and Procedure) (Scotland)</p>

Column A	Column B
	<p>Regulations 2001/302;</p> <p>The National Health Service (Clinical Negligence and Other Risks Indemnity Scheme) (Scotland) Regulations 2000;</p> <p>The National Health Service (Primary Medical Services Performers Lists) (Scotland) Regulations 2004;</p> <p>The National Health Service (Primary Medical Services Section 17C Agreements) (Scotland) Regulations 2004;</p> <p>The National Health Service (Discipline Committees) (Scotland) Regulations 2006;</p> <p>The National Health Service (General Ophthalmic Services) (Scotland) Regulations 2006;</p> <p>The National Health Service (Pharmaceutical Services) (Scotland) Regulations 2009;</p> <p>The National Health Service (General Dental Services) (Scotland) Regulations 2010; and</p> <p>The National Health Service (Free Prescriptions and Charges for Drugs and Appliances) (Scotland) Regulations 2011.</p>
<p>Disabled Persons (Services, Consultation and Representation) Act 1986 Section 7 (persons discharged from hospital)</p>	
<p>Community Care and Health (Scotland) Act 2002 All functions of Health Boards conferred by, or by virtue of, the Community Care and Health (Scotland) Act 2002.</p>	
<p>Mental Health (Care and Treatment) (Scotland) Act 2003 All functions of Health Boards conferred by, or by virtue of, the Mental Health (Care and Treatment) (Scotland) Act 2003.</p>	<p>Except functions conferred by—</p> <p>section 22 (approved medical practitioners);</p> <p>section 34 (inquiries under section 33: cooperation)</p> <p>section 38 (duties on hospital managers: examination, notification etc.);</p> <p>section 46 (hospital managers' duties: notification);</p> <p>section 124 (transfer to other hospital);</p> <p>section 228 (request for assessment of needs: duty on local authorities and Health Boards);</p>

<i>Column A</i>	<i>Column B</i>
	<p>section 230 (appointment of patient's responsible medical officer);</p> <p>section 260 (provision of information to patient);</p> <p>section 264 (detention in conditions of excessive security: state hospitals);</p> <p>section 267 (orders under sections 264 to 266: recall);</p> <p>section 281 (correspondence of certain persons detained in hospital);</p> <p>and functions conferred by—</p> <p>The Mental Health (Safety and Security) (Scotland) Regulations 2005;</p> <p>The Mental Health (Cross border transfer: patients subject to detention requirement or otherwise in hospital) (Scotland) Regulations 2005;</p> <p>The Mental Health (Use of Telephones) (Scotland) Regulations 2005;</p> <p>and</p> <p>The Mental Health (England and Wales Crossborder transfer: patients subject to requirements other than detention) (Scotland) Regulations 2008.</p>
<p>Education (Additional Support for Learning) (Scotland) Act 2004 Section 23 (other agencies etc. to help in exercise of functions under this Act)</p>	
<p>Public Services Reform (Scotland) Act 2010 All functions of Health Boards conferred by, or by virtue of, the Public Services Reform (Scotland) Act 2010</p>	<p>Except functions conferred by—</p> <p>section 31(public functions: duties to provide information on certain expenditure etc.); and</p> <p>section 32 (public functions: duty to provide information on exercise of functions).</p>
<p>Patient Rights (Scotland) Act 2011 All functions of Health Boards conferred by, or by virtue of, the Patient Rights (Scotland) Act 2011</p>	<p>Except functions conferred by The Patient Rights (complaints Procedure and Consequential Provisions) (Scotland) Regulations 2012/36.</p>
<p>Carers (Scotland) Act 2016 Section 12 (Duty to prepare young carer statement)</p>	

Column A

Column B

Section 31
(Duty to prepare local carer strategy)

Part 2

Services delegated by the Health Board to the Integration Joint Board

- Accident and Emergency services provided in a hospital.
- Inpatient hospital services relating to the following branches of medicine:-
 - Geriatric medicine;
 - Rehabilitation medicine (age 65+);
 - Respiratory medicine (age 65+); and
 - Psychiatry of learning disability (all ages).
- Palliative care services provided in a hospital.
- Services provided in a hospital in relation to an addiction or dependence on any substance.
- Mental health services provided in a hospital, except secure forensic mental health services.
- Services provided by allied health professionals in an outpatient department, clinic, or outwith a hospital.
- Health Visiting
- School Nursing
- Speech and Language Therapy
- Specialist Health Improvement
- Community Children's Services
- CAMHS
- District Nursing services
- The public dental service.
- Primary care services provided under a general medical services contract,
- General dental services
- Ophthalmic services
- Pharmaceutical services
- Services providing primary medical services to patients during the out-of-hours period.
- Services provided outwith a hospital in relation to geriatric medicine.
- Palliative care services provided outwith a hospital.
- Community learning disability services.
- Rehabilitative Services provided in the community
- Mental health services provided outwith a hospital.
- Continence services provided outwith a hospital.
- Kidney dialysis services provided outwith a hospital.
- Services provided by health professionals that aim to promote public health.

Annex 2

Part 1

Functions Delegated by the Council to the Integration Joint Board

Column A Enactment conferring function	Column B Limitation
National Assistance Act 1948	
Section 45 (Recovery in cases of misrepresentation or non-disclosure)	
Section 48 (Duty of councils to provide temporary protection for property of persons admitted to hospitals etc.)	
Disabled Persons (Employment) Act 1958	
Section 3 (Provision of sheltered employment by local authorities)	
Matrimonial Proceedings (Children) Act 1958	
Section 11 (Reports as to arrangements for future care and upbringing of children)	
Social Work (Scotland) Act 1968	
Section 1 (Local authorities for the administration of the Act.)	So far as it is exercisable in relation to another integration function.
Section 4 (Provisions relating to performance of functions by local authorities.)	So far as it is exercisable in relation to another integration function.
Section 6B (Local authority inquiries into matters affecting children)	
Section 8 (Research.)	So far as it is exercisable in relation to another integration function.
Section 10 (Financial and other assistance to voluntary organisations etc. for social work.)	So far as it is exercisable in relation to another integration function.
Section 12 (General social welfare services of local authorities.)	Except in so far as it is exercisable in relation to the provision of housing support services.
Section 12A (Duty of local authorities to assess needs.)	So far as it is exercisable in relation to another integration function.

Column A Enactment conferring function	Column B Limitation
Section 12AZA (Assessments under section 12A - assistance)	So far as it is exercisable in relation to another integration function.
Section 13 (Power of local authorities to assist persons in need in disposal of produce of their work.)	
Section 13ZA (Provision of services to incapable adults.)	So far as it is exercisable in relation to another integration function.
Section 13A (Residential accommodation with nursing.)	
Section 13B (Provision of care or aftercare.)	
Section 14 (Home help and laundry facilities.)	
Section 27 (supervision and care of persons put on probation or released from prison etc.)	
Section 27 ZA (advice, guidance and assistance to persons arrested or on whom sentence deferred)	
Section 28 (Burial or cremation of the dead.)	So far as it is exercisable in relation to persons cared for or assisted under another integration function.
Section 29 (Power of local authority to defray expenses of parent, etc., visiting persons or attending funerals.)	
Section 59 (Provision of residential and other establishments by local authorities and maximum period for repayment of sums borrowed for such provision.)	So far as it is exercisable in relation to another integration function.
Section 78A (Recovery of contributions).	
Section 80 (Enforcement of duty to make contributions.)	
Section 81 (Provisions as to decrees for aliment)	
Section 83 (Variation of trusts)	
Section 86 (Recovery of expenditure incurred in the provisions of accommodation, services, facilities or payments for persons ordinarily resident in the area of another local authority from the other local authority)	

Column A Enactment conferring function	Column B Limitation
Children Act 1975	
Section 34 (Access and maintenance)	
Section 39 (Reports by local authorities and probation officers.)	
Section 40 (Notice of application to be given to local authority)	
Section 50 (Payments towards maintenance of children)	
The Local Government and Planning (Scotland) Act 1982	
Section 24(1) (The provision of gardening assistance for the disabled and the elderly.)	
Health and Social Services and Social Security Adjudications Act 1983	
Section 21 (Recovery of sums due to local authority where persons in residential accommodation have disposed of assets)	
Section 22 (Arrears of contributions charged on interest in land in England and Wales)	
Section 23 (Arrears of contributions secured over interest in land in Scotland)	
Foster Children (Scotland) Act 1984	
Section 3 (Local authorities to ensure well-being of and to visit foster children)	
Section 5 (Notification by persons maintaining or proposing to maintain foster children)	
Section 6 (Notification by persons ceasing to maintain foster children)	
Section 8 (Power to inspect premises)	
Section 9 (Power to impose requirements as to the keeping of foster children)	

Column A Enactment conferring function	Column B Limitation
Section 10 (Power to prohibit the keeping of foster children)	
Disabled Persons (Services, Consultation and Representation) Act 1986	
Section 2 (Rights of authorised representatives of disabled persons.)	
Section 3 (Assessment by local authorities of needs of disabled persons.)	
Section 7 (Persons discharged from hospital.)	In respect of the assessment of need for any services provided under functions contained in welfare enactments within the meaning of section 16 and which are integration functions
Section 8 (Duty of local authority to take into account abilities of carer.)	In respect of the assessment of need for any services provided under functions contained in welfare enactments (within the meaning set out in section 16 of that Act) which are integration functions.
Housing (Scotland) Act 1987	
Part II (Homeless Persons)	
Housing (Scotland) Act 2001	
Section 1 (Homelessness strategies)	
Section 2 (Advice on homelessness etc.)	
Section 5 (Duty of registered social landlord to provide accommodation)	
Section 6 (Duty of registered social landlord: further provision)	
Section 8 (Common housing registers)	
Section 92 (Assistance for Housing Purposes)	Only in so far as it relates to an aid or adaptation.

Housing (Scotland) Act 2006

Section 71(1)(b)
(Assistance for housing purposes)

Only in so far as it relates to an aid or adaptation as defined at Section 1(2) of the Public Bodies (Joint Working) (Prescribed Local Authority Functions) (Scotland) Regulations 2014.

Children (Scotland) Act 1995

Section 17
(Duty of local authority to child looked after by them)

Section 20
(Publication of information about services for children)

Section 21
(Co-operation between authorities)

Section 22
(Promotion of welfare of children in need)

Section 23
(Children affected by disability)

Section 24
(Assessment of ability of carers to provide care for disabled children)

Section 24A
(Duty of local authority to provide information to carer of disabled child)

Section 25
(Provision of accommodation for children etc.)

Section 26
(Manner of provision of accommodation to children looked after by local authority)

Section 27
(Day care for pre-school and other children)

Section 29
(After-care)

Section 30
(Financial assistance towards expenses of education or training)

Section 31
(Review of case of child looked after by local authority)

Section 32
(Removal of child from residential establishment)

Section 36
(Welfare of certain children in hospitals and nursing homes etc.)

Section 38
(Short-term refuges for children at risk of harm)

Section 76
(Exclusion orders)

Criminal Procedure (Scotland) Act 1995

Section 51
(Remand and committal of children and young persons).

Section 203
(Reports)

Section 234B
(Drug treatment and testing order).

Section 245A
(Restriction of liberty orders).

Adults with Incapacity (Scotland) Act 2000

Section 10
(Functions of local authorities.)

Section 12
(Investigations.)

Section 37
(Residents whose affairs may be managed.)

Only in relation to residents of establishments which are managed under integration functions.

Section 39
(Matters which may be managed.)

Only in relation to residents of establishments which are managed under integration functions.

Section 40
(Supervisory bodies)

Only in relation to residents of establishments which are managed under integration functions.

Section 41
(Duties and functions of managers of authorised establishment.)

Only in relation to residents of establishments which are managed under integration functions.

Section 42
(Authorisation of named manager to withdraw from resident's account.)

Only in relation to residents of establishments which are managed under integration functions.

Section 43
(Statement of resident's affairs.)

Only in relation to residents of establishments which are managed under integration functions.

Section 44
(Resident ceasing to be resident of authorised establishment.)

Only in relation to residents of establishments which are managed under integration functions.

Section 45
(Appeal, revocation etc.)

Only in relation to residents of establishments which are managed under integration functions.

Community Care and Health (Scotland) Act 2002

Section 4
(The functions conferred by Regulation 2 of the Community Care (Additional Payments) (Scotland) Regulations 2002)

Section 5
(Local authority arrangements for residential accommodation out with Scotland.)

Section 6
(Deferred payment of accommodation costs)

Section 14
(Payments by local authorities towards expenditure by NHS bodies on prescribed functions.)

The Mental Health (Care and Treatment) (Scotland) Act 2003

Section 17
(Duties of Scottish Ministers, local authorities and others as respects Commission.)

Section 25
(Care and support services etc.)

Except in so far as it is exercisable in relation to the provision of housing support services.

Section 26
(Services designed to promote well-being and social development.)

Except in so far as it is exercisable in relation to the provision of housing support services.

Section 27
(Assistance with travel.)

Except in so far as it is exercisable in relation to the provision of housing support services.

Section 33
(Duty to inquire.)

Section 34
(Inquiries under section 33: Co-operation.)

Section 228
(Request for assessment of needs: duty on local authorities and Health Boards.)

Section 259
(Advocacy.)

Management of Offenders etc. (Scotland) Act 2005

Section 10
(Arrangements for assessing and managing risks posed by certain offenders)

Section 11
(Review of arrangements)

Adoption and Children (Scotland) Act 2007

Section 1
(Duty of local authority to provide adoption service)

Section 5
(Guidance)

Section 6
(Assistance in carrying out functions under sections 1 and 4)

Section 9
(Assessment of needs for adoption support services)

Section 10
(Provision of services)

Section 11
(Urgent provision)

Section 12
(Power to provide payment to person entitled to adoption support service)

Section 19
(Notice under section 18: local authority's duties)

Section 26
(Looked after children: adoption not proceeding)

Section 45
(Adoption support plans)

Section 47
(Family member's right to require review of plan)

Section 48
(Other cases where authority under duty to review plan)

Section 49
(Reassessment of needs for adoption support services)

Section 51
(Guidance)

Section 71
(Adoption allowance schemes)

Section 80
(Permanence Orders)

Section 90
(Precedence of certain other orders)

Section 99
(Duty of local authority to apply for variation or revocation)

Section 101
(Local authority to give notice of certain matters)

Section 105
(Notification of proposed application for order)

Adult Support and Protection (Scotland) Act 2007

Section 4
(Council's duty to make inquiries.)

Section 5
(Co-operation.)

Section 6
(Duty to consider importance of providing advocacy and other.)

Section 7
(Visits)

Section 8
(Interviews)

Section 9
(Medical examinations)

Section 10
(Examination of records etc)

Section 11
(Assessment Orders.)

Section 14
(Removal orders.)

Section 16
(Right to move adult at risk)

Section 18
(Protection of moved person's property.)

Section 22
(Right to apply for a banning order.)

Section 40
(Urgent cases.)

Section 42
(Adult Protection Committees.)

Section 43
(Membership.)

Children's Hearings (Scotland) Act 2011

Section 35
(Child assessment orders)

Section 37
(Child protection orders)

Section 42
(Parental responsibilities and rights directions)

Section 44
(Obligations of local authority)

Section 48
(Application for variation or termination)

Section 49
(Notice of application for variation or termination)

Section 60
(Local authority's duty to provide information to
Principal Reporter)

Section 131
(Duty of implementation authority to require review)

Section 144
(Implementation of compulsory supervision order:
general duties of implementation authority)

Section 145
(Duty where order requires child to reside in certain
place)

Section 153
(Secure accommodation)

Section 166
(Review of requirement imposed on local authority)

Section 167
(Appeals to Sheriff Principal: Section 166)

Section 180
(Sharing of information: panel members)

Section 183
(Mutual Assistance)

Section 184
(Enforcement of obligations on health board under
Section 183)

Social Care (Self- Directed Support) (Scotland) Act
2013

Section 5
(Choice of options: adults.)

Section 6
(Choice of options under section 5: assistances.)

Section 7
(Choice of options: adult carers.)

Section 8
(Choice of options: children and family members)

Section 9
(Provision of information about self-directed support.)

Section 11
(Local authority functions.)

Section 12
(Eligibility for direct payment: review.)

Section 13
(Further choice of options on material change of circumstances.)

Only in relation to a choice under section 5 or 7 of the Social Care (Self-directed Support) (Scotland) Act 2013.

Section 16
(Misuse of direct payment: recovery.)

Section 19
(Promotion of options for self-directed support.)

Carers (Scotland) Act 2016

Section 6
(Duty to prepare adult carer support plan.)

Section 21
(Duty to set local eligibility.)

Section 24
(Duty to provide support.)

Section 25
(Provision of support to carers; breaks from caring.)

Section 31
(Duty to prepare local carer strategy.)

Section 34
(Information and advice service for carers.)

Section 35
(Short breaks services statements.)

Annex 2

Part 2

Services currently provided by the Local Authority which are to be integrated

Scottish Ministers have set out in guidance that the services set out below must be integrated.

- Social work services for adults and older people
- Services and support for adults with physical disabilities and learning disabilities
- Mental health services
- Drug and alcohol services
- Adult protection and domestic abuse
- Carers support services
- Community care assessment teams
- Support services
- Care home services
- Adult placement services
- Health improvement services
- Aspects of housing support, including aids and adaptations
- Day services
- Local area co-ordination
- Respite provision for adults and young people
- Occupational therapy services
- Re-ablement services, equipment and telecare

In addition Inverclyde Council will delegate:

- Criminal Justice Services
 - Criminal Justice Social Work
 - Prison Based Social Work
 - Unpaid Work
 - MAPPA
- Children & Families Social Work Services
 - Child Protection
 - Fieldwork Social Work Services for Children and Families
 - Residential Child Care including Children's Homes
 - Looked After & Accommodated Children

- Adoption & Fostering
 - Kinship Care
 - Services for Children with Additional Needs
 - Throughcare
 - Youth Support / Youth Justice
 - Young Carers
-
- Services for People affected by Homelessness
-
- Advice Services
-
- Strategic & Support Services
 - Health Improvement & Inequalities
 - Quality & Development (including training and practise development, contract monitoring and strategic planning)
 - Business Support

Annex 4

Summary of Consultation ****WILL BE UPDATED FOLLOWING REVIEW CONSULTATION PROCESS IS COMPLETE****

Type Of Consultee	Name of Group/Individual	Means of Consultation
Health Professionals	Inverclyde Staff Partnership Forum	Presentation at meeting and email to all staff
Social Care Professionals		
Primary Care	General Practitioners & Practice Managers	
Users of health care &/or social care	Inverclyde CHCP Advisory Group & People Involvement Network	Presentation at group meetings and distributed to network members
Carers of users of health care &/or social care	As Above and Inverclyde Carers Centre Board Inverclyde Carers Council	
Commercial Providers of health care &/or social care	Scottish Care CVS Inverclyde All Commissioned Service Providers	X 2 Provider Forum Sessions and distributed to all organisations
Non Commercial Providers of health care &/or social care	CVS Inverclyde Inverclyde Third Sector Interface All Grant Funded Third Sector Organisations	
Staff of Inverclyde CHCP who are not health or social care professionals		Via email to all staff
Senior Managers of Inverclyde Council	Corporate Management Team, Inverclyde Council	Presentations and briefing papers
Elected Members of Inverclyde Council	Inverclyde Health & Social Care Committee	Presentations and briefing papers
	Inverclyde CHCP Sub Committee	
Non-Executive Directors of Health Board	Greater Glasgow Health Board	Presentations and briefing papers
	Inverclyde CHCP Sub Committee	
Organisations operating in Inverclyde	Inverclyde Alliance Community Planning Partnership Board	Presentations and briefing papers
Other local authorities within the NHS GGC catchment	East Renfrewshire Council; West Dunbartonshire Council; Renfrewshire Council; East Dunbartonshire Council; Glasgow City Council.	Sharing draft Integration Scheme at various stages of development via email and officer meetings.

Notes

- Consultation has taken account of the parties' statutory obligations in relation to participation and engagement
- Consultation has been synchronised with existing consultation processes and forums to enable engagement with specific groups such as service users, carers, providers, the workforce and partners
- Consultation has taken place via a range of media to support open access for all groups

Annex 5

Annex 5

Clinical and Care Governance – Key Supports and Relationships



REVIEW OF INVERCLYDE INTEGRATION SCHEME Summary of Changes for Consultation

October 2023

Review of Inverclyde Integration Scheme Summary of Changes

Section

1. INTRODUCTION

Paragraph Reference	Changes	Reason
1	No changes	

2. VISION AND VALUES

Paragraph Reference	Changes	Reason
2	Point 2.1 and 2.2 added	Added to reflect the HSCP vision and core values.

3. AIMS AND OBJECTIVES

Paragraph Reference	Changes	Reason
3	Removed 2.5 from scheme as no longer relevant new vision and values added as above	HSCP vision and core values added as new section 2

4. THE PARTIES

PARAGRAPH REFERENCE	CHANGES	REASON
4	No changes	

5. DEFINITIONS AND INTERPERTATIONS

PARAGRAPH REFERENCE	CHANGES	REASON
5	Point 5.1 added Removed definitions to Health and Social Care Set aside budget definition added	Omitted from original scheme Not referred to throughout the scheme. Omitted from original scheme

6. LOCAL GOVERNMENT ARRANGEMENTS

PARAGRAPH REFERENCE	CHANGES	REASON
6	Point 6.6 - reworded.	Reworded to provide simpler explanation of the process to be followed.

7. DELEGATION OF FUNCTIONS

PARAGRAPH REFERENCE	CHANGES	REASON
7	No changes	

8. LOCAL OPERATIONAL DELIVERY

PARAGRAPH REFERENCE	CHANGES	REASON
8	Strategic Plan points 8.7 -8.10 added	Changes to wording, relevant at time been updated to reflect current position.

9. CORPORATE SUPPORT

PARAGRAPH REFERENCE	CHANGES	REASON
9	Points 9.6-9.10 added.	To align with all HSCP's within GGC

10. PERFORMANCE TARGETS, IMPROVEMENT MEASURES AND REPORTING ARRANGEMENTS

PARAGRAPH REFERENCE	CHANGES	REASON
10	Section 10.1 – 10.7 revised and reworded	To align with all HSCP's within GGC

11. CLINICAL AND CARE GOVERNANCE

PARAGRAPH REFERENCE	CHANGES	REASON
11	11.1, 11.2 and 11.7 reworded	To align with all HSCP's within GGC

12. CHIEF OFFICER

PARAGRAPH REFERENCE	CHANGES	REASON
12	Point 12.6 reworded	To align with all HSCP's within GGC

13. WORKFORCE

PARAGRAPH REFERENCE	CHANGES	REASON
13	Point 13.1 wording added Point 13.4-13.7 added	To align with all HSCP's within GGC

14. FINANCE

PARAGRAPH REFERENCE	CHANGES	REASON
14	Budgets 14.3 & 14.5 added Set Aside 14.8-14.10 added Budget Variance – reworded Accounting arrangements and Annual Accounts – reworded Hosted services 14.22- 14.23 added	Updated by all Chief Finance Officers for accuracy and consistency to align all 6 HSCP's

15. PARTICIPATION AND ENGAGEMENT

PARAGRAPH REFERENCE	CHANGES	REASON
15	Heading changed from Communication and Engagement to Participation and Engagement. This section will be updated following consultation.	To align with all HSCP's within GGC

16. INFORMATION SHARING AND DATA HANDLING

PARAGRAPH REFERENCE	CHANGES	REASON
16	Reworded 16.1-16.6	To align with all HSCP's within GGC

17. COMPLAINTS

PARAGRAPH REFERENCE	CHANGES	REASON
17	Points 17.4-17.5 added	To align with all HSCP's within GGC

18. CLAIM HANDLING AND LIABILITY & IMDEMNITY

PARAGRAPH REFERENCE	CHANGES	REASON
18	No change	

19. RISK MANAGEMENT

CHANGES	REASON
Point 19.1 added	To align with all HSCP's within GGC

20. DISPUTE RESOLUTION MECHANISM

PARAGRAPH REFERENCE	CHANGES	REASON
20	No change	

ANNEX

PARAGRAPH REFERENCE	CHANGES	REASON

ANNEX 3	Annex 3 removed. Previous scheme contained annex 3	Annex 3 removed integration scheme doesn't require that detail and information could become inaccurate. All HSCP's removed Annex 3.
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DRAFT October 2022