

**PERTH & KINROSS INTEGRATION JOINT BOARD**

**FRIDAY 26 AUGUST 2016**

**HOSTED SERVICES**

**Report by Chief Officer**

**PURPOSE OF REPORT**

The report asks the Board to note the progress in agreeing the hosting arrangements between the Perth and Kinross, Angus and Dundee Boards for the delivery of certain integrated functions.

**1. BACKGROUND**

- 1.1 The Integration Scheme for Perth and Kinross set out a proposed range of services which were considered to be most appropriately delivered through hosting arrangements with Angus and Dundee Integration Joint Boards. At its meeting on 15 January 2016, the Board agreed those proposals, subject to more detailed agreements being reached between the three Boards to set out how hosting would work in practice.
- 1.2 The Angus and Dundee Boards have developed a high level Memorandum of Understanding which sets out broad principles to be followed by the Boards when progressing hosting arrangements. This is reproduced at Appendix 1.
- 1.3 Hosting arrangements will regulate the relationship between three Statutory bodies and NHS Tayside. Inevitably this raises complex governance issues which now need to be worked through in detail. Work is now progressing towards agreeing more detailed hosting arrangements for each of the hosted services, and the high level Memorandum of Understanding will be helpful as a foundation document in guiding the development of those agreements. These agreements will ensure that there is clarity and consistency in relation to the governance arrangements in place for each hosted service. It is anticipated that these agreements will need to include provisions in relation to:
- Scope of the service
  - Management arrangements
  - Leadership
  - Governance and decision making
  - Performance reporting
  - Financial accountability
  - Risk management and risk sharing (including financial risk)
  - Community engagement arrangements
  - Consultation between Boards

It is planned that the work on developing the agreements will be carried out on a Pan-Tayside basis.

## **2. CONCLUSION AND RECOMMENDATION**

2.1 The high level Memorandum of Understanding has been developed by the Angus and Dundee Boards. As this document is general in nature and simply sets out a set of key principles, the Perth and Kinross Integration Joint Board is asked to approve the terms of that Memorandum of Understanding as a starting point for agreeing the detail of hosting arrangements.

It is recommended that the Board:

- (a) Approve the Memorandum of Understanding relating to the hosting arrangements across the Perth and Kinross, Angus and Dundee Integration Joint Boards on the basis that it represents a high level framework which will allow the Chief Officer to further develop hosted services along with both the Angus and Dundee Integration Joint Boards.
- (b) Note the Memorandum of Understanding will be reviewed annually;
- (c) Instructs the Chief Officer to report back to a future meeting of the Board in relation to progress made in agreeing detailed arrangements for hosted services.

**Contact Officer:** Name: Robert Packham, Chief Officer

**Date of Paper:** 27 July 2016

Date of Agreement

## **Hosting Arrangements**

### **Memorandum of Understanding between Dundee, Perth & Kinross and Angus Integration Joint Boards**

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## 1. MEMORANDUM PARTNERS

**THIS AGREEMENT** is made on the                      day of                      2016

### **BETWEEN**

Dundee, Perth & Kinross and Angus Integration Joint Boards

## 2. MEMORANDUM PURPOSE

- 2.1** The purpose of this Memorandum is to promote the delivery of integrated health and social care services across Tayside by delegating the accountability for operational oversight and operational delivery of agreed hosted services, set out in Annex 1, to Angus Integration Joint Board as the lead partnership.
- 2.2** The objective of this delegation is to enable Angus Integration joint Board to align and integrate the arrangements for the provision of hosted services by operationally overseeing and delivering these services on behalf of all the Integration Joint Boards within NHS Tayside Health Board area.
- 2.3** Angus Integration Joint Board, under this Memorandum, will be responsible for the strategic planning and operational budget of the agreed hosted services.

## 3. MEMORANDUM PRINCIPLES

- 3.1** The following general principles will apply to this Memorandum:
  - Angus, Dundee and Perth and Kinross Integration Joint Boards wish to work in partnership to improve the health and wellbeing of adults and their carers/families across Tayside.
  - This Memorandum does not change the statutory responsibilities of the partners regarding service provision.
- 3.2** By 'responsibility' we mean all statutory responsibility to the Scottish Government, the Care Inspectorate, Healthcare Improvement Scotland, the users of services and their carers, third party providers and staff.
- 3.3** To achieve this the partners will establish arrangements to ensure:

- Effective day-to-day communications to ensure the operational delivery and development of services in line with the aspirations of all the partners.
- The development of a strategic relationship between the partners at the most senior level to provide a mechanism through which this agreement will be governed.
- The partners will agree the performance and activity requirements of the services delegated to the accountability of the Angus Integration Joint Board under this Memorandum.

#### **4. PRINCIPLES FOR HOSTED SERVICES**

- 4.1** Each service that meets the criteria for hosting will be agreed as a hosted service by all relevant partnerships and the lead partners (NHS Tayside, Angus Council, Dundee City Council and Perth and Kinross Council.)
- 4.2** There will be a hosting agreement in place and agreed with all parties.
- 4.3** Agreement will be reached on how each hosted service will be managed, either by a lead partnership or by NHS Tayside.
- 4.4** A detailed specification will be agreed for each hosted function or group of hosted functions, including how these will be managed and by which party.
- 4.5** A detailed budget for hosted service will be determined and will be set aside from the resources allocated to each contributory partnership.
- 4.6** Each partnership will continue to hold a notional set aside amount for their share of the hosted function.
- 4.7** The constituent partners for the hosted services will work together with the lead partner and with the service towards the effective delivery and improvement of the service to meet the required quality, standards and performance and will support planning, development, service redesign and improvement in collaboration.
- 4.8** There will be a review mechanism specified that will monitor quality standards and performance and will support any interventions required to respond to service pressures and demands and to improve performance.