



Dumfries and Galloway Integration Joint Board

14th July 2016

This Report relates to
Item on the Agenda

Performance Management Arrangements for the Integration Joint Board

(Paper presented by Vicky Freeman)

For Approval

Approved for Submission by	Head of Strategic Planning Integration Joint Board
Author	Vicky Freeman Head of Strategic Planning Integration Joint Board
List of Background Papers:	The Public Bodies (Joint Working) (Scotland) Act 2014 The Public Bodies (Joint Working) (Content of Performance Reports) (Scotland) Regulations 2014 Health and Social Care Integration Public Bodies (Joint Working) Scotland Act 2014 – Core Suite of Integration Indicators Guidance for Health and Social Care Integration Partnership Performance Reports Integration Scheme between NHS Dumfries And Galloway and Dumfries and Galloway Council
Appendices:	Appendix 1 Information Flow for Performance Management Reporting and Operational Scrutiny Appendix 2 Performance Management Quarterly Report

SECTION 1: REPORT CONTENT

Title/Subject:	Performance Management Arrangements for the Integration Joint Board
Meeting:	Integration Joint Board
Date:	14 th July 2016
Submitted By:	Vicky Freeman
Action:	For Approval

1. Introduction

- 1.1 The purpose of this report is to describe the proposed performance management arrangements for the Integration Joint Board (IJB)

The term 'performance management' throughout this paper is meant to include:-

- Performance Planning
- Performance Monitoring
- Performance Measurement
- Performance Analysis
- Performance Reporting
- Performance Governance
- Performance Improvement

2. Executive Summary

- 2.1 Section 42 of the 2014 Public Bodies (Joint Working) (Scotland) Act requires that performance reports be prepared by the partnership.

The Performance Report Regulations require Partnerships to assess their performance in relation to the National Health and Wellbeing Outcomes, focussing on **quality** and the **experiences** of people using those services, Carers and their families.

Developing and implementing new performance management arrangements across a large single health and social care organisation is complex. It is anticipated that it will take the length of one strategic commissioning cycle to complete.

3. Recommendations

- 3.1 Integration Joint Board are asked to:

- Agree the proposed 'Performance Reporting Flow Chart' (**Appendix 1**)
- Agree the proposed 'Quarterly Reporting Template' (**Appendix2**)

- Agree the flow, frequency and timing of reporting to Area Committees
- Note that the first quarter of 2016 (i.e. 1st April 2016 to 30th June 2016) performance, is due to be reported to the IJB in September 2016 (HSCSMT in August)
- Note the phased approach to the development of performance management of the Integration Joint Board and the timescale for this

4. Background

- 4.1 This paper follows on from the work previously undertaken to develop the performance management framework section of the Integration Joint Board Health and Social Care Strategic Plan (2016-19)

5. Main Body of the Report

- 5.1 2014 Public Bodies (Joint Working) (Scotland) Act

Section 42 of the 2014 Public Bodies (Joint Working) (Scotland) Act requires that performance reports be prepared by the partnership.

'Public Bodies (Joint Working) (Content of Performance Reports) (Scotland) Regulations 2014 sets out those elements that **must** be included within a performance report:

- Regulations 3 to 6 set out matters that must be included in every performance report as per **Section 42** of the Act i.e. 'a performance report for the reporting year' which the IJB will publish, prepared by an integration authority including:
 - an assessment of performance in relation to the National Health and Wellbeing Outcomes
 - comparison with the preceding 5 reporting years (where there have been less than 5 reporting years, all preceding years if any)
- Regulation 7 sets out matters that must be included in a performance report when the planning or carrying out of health or social care services in the area of the local authority has been inspected by a health, social care or finance scrutiny body during the reporting year, and recommendations have been made as a result of any such inspection.
- Regulation 8 sets out matters that must be included in a performance report in the circumstances where an integration authority has carried out a review of its strategic plan during the reporting year.

- 5.2 Performance Reporting Flow Chart (**Appendix 1**)

The Performance Flow Chart in Appendix 1 depicts:

- The structure of the IJB to date (further information/clarification is awaited regarding the subcommittee structure of the IJB)

- The types of performance report/information that will be developed for and available to the relevant parts of the system
- The planned frequency of reporting

All Board and Committee performance reports will be made publicly available. The longer term ambition is that people will be able to 'drill down' to whatever level of performance information they wish to access by utilising a series of connected hyperlinks (excepting person identifiable level information).

5.3 Quarterly Reporting Template (**Appendix 2**)

A template for quarterly reporting of performance information to the IJB has been developed.

This report contains the following key features:

- Overview of indicators being reported within each section of the report
- RAG' status against each indicator (noting that a red indicator may not necessarily indicate a deteriorating position. It may indicate that Dumfries and Galloway are a benchmarked outlier and that there may be sound reasons for this)
- Indicator bar providing information with regard to the linkage to the relevant national outcome and strategic plan priority
- Provenance of data
- Information reporting frequency
- Date last reported
- Key points, wider context and improvement actions
- Qualitative, quantitative and process information

Information to be reported:

- National Core Indicators (*included in quarterly report*)
- NHS and Council Publicly Accountable Measures (*included in quarterly report*)
- Locally developed indicators
- Other reporting in relation to
 - Quality
 - Finance

- Stakeholder Experience
- Clinical and Care Governance

The first quarter information to the Integration Joint Board, i.e. 1st April 2016 – 30th June 2016, will be reported in September 2016.

5.4 Area Committees

Section 2.3.8 of the Dumfries and Galloway Health and Social Care Integration Scheme states, “Health and social care services in each locality will be accountable to their local community through the Area Committee and to the IJB.”

Section 4.21 states “The Parties recognise the need for local community ownership in the development of health and social care services. In developing this Scheme and the Strategic Plan, democratic accountability to local communities will be important to the progress and success of integration. In Dumfries and Galloway, the Parties have agreed that *Area Committees will scrutinise the delivery of Locality Plans against the planned outcomes established within the Strategic Plan.*

It is proposed that progress against delivery of the locality plans be reported to the relevant Area Committees every six months. A series of locally agreed indicators (for the commitments contained within the locality plans) are currently being developed as part of this process.

It is anticipated that reporting of the first six months of performance information i.e. 1st April 2016 – 30th September 2016, will be reported to the Area Committees early in 2017.

All performance management information being reported to the Area Committees will come through either the IJB or an IJB Sub Committee. If the Area Committee requires further information, clarification, etc, then this should be requested back through the IJB or IJB Sub Committee as appropriate.

5.5 Annual Report

The 2014 Act obliges all Partnerships to publish a performance report covering performance over the reporting year (1st April – 31st March) no later than four months after the end of that reporting year (i.e. 31st July)

5.6 Phased Approach to full Performance Management Model

Developing and implementing robust new performance management arrangements across a large, single health and social care organisation is complex. To achieve this, this work will be approached in a series of phases

Phase One	Performance Management Reporting
Phase Two	Quality Improvement
Phase Three	Sustaining and Maintaining

It is anticipated that it will take the one full strategic commissioning cycle to complete this work.

6. Conclusions

- 6.1 Moving forward timeously with robust performance management arrangements for the Integration Joint Board is critical to both the delivery of Board strategy and establishing and achieving a system and culture of continuous improvement.

SECTION 2: COMPLIANCE WITH GOVERNANCE STANDARDS

7. Resource Implications

7.1 Additional capacity will need to be identified to implement performance management within the Integration Joint Board.

8. Impact on Integration Joint Board Outcomes, Priorities and Policy

8.1 Critical to the delivery of Board strategy

9. Legal and Risk Implications

9.1 Performance reporting by the Integration Joint Board is a legislative requirement

10. Consultation

10.1 IJB Workshop 20th May 2016

10.2 Performance Management Group 17th June 2016

11. Equality and Human Rights Impact Assessment

11.1 Not required

12. Glossary

12.1 IJB Integration Joint Board
HSCSMT Health and Social Care Senior Management Team
RAG Red Amber Green

13. Exempt Reports

13.1 None