

Implementation of Health and Social Care Partnership: High Level Programme Action Plan	By Whom	Start By	Complete By
Strategic Visioning and Planning Sessions with Board, CHP and Stakeholders	NHS/LA		January 2014
Establish Scope of integration– Strategic and Operational	Chief Officers	January 14	February 14
Health and Social Care Bill to receive Royal Assent to become the Health and Social Care Act and Legislation comes into effect			April 2014
Evaluate and Agree Model of integration and timeline	CEO's	January 14	April 14
Authority to proceed with proposed model, scope and timeline and to establish shadow Health and Social Care Partnership	LA Members & NHS Board		April/May 2014
Establish Working Groups to support development of framework and delivery plan: <ul style="list-style-type: none"> Strategic Planning Group – morph from CHP Sub Committee Governance Finance Human Resource and Organisational Development (<i>Group already established</i>) Consultation, Communications & Engagement (including stakeholder involvement) Clinical Governance Planning & Operational – Determine commissioning priorities etc (ICT & Outcomes and Performance – may not initially form independent work stream but representatives will be required to participate) 	Chief Officers reporting to Partnership Board via Joint Management Group prior to HSCP shadow arrangements	April 14	Ongoing
Develop Integration Scheme	All Workgroups	May 14	October 14
Integration Scheme for approval by Health Board and Elected Members	Chief Officers		October 14
Develop Strategic Plan	Planning & Operation Group	May 14	December 14
Develop Joint Commissioning Plans for all care groups	Planning & Operation Group	May 14	December 14
Create Shadow Integration Board (BC) or Integration Joint Monitoring Committee (LA)	Governance lead		October 14
(If Body Corporate) Proceed to appoint Chief Officer(previously senior accountable officer)		TBC	TBC
Establish, timetable and commence Shadow Arrangements including integrated reporting frameworks regarding finance and performance management	Governance Group		October 14
Formal consultation period regarding Integration Framework	Communication & Engagement Group	October 14	December 14
Finalise and submit Integration Framework for Ministerial Approval	Chief Officers		March 15
Full Implementation of Integrated Partnership			April 2015

Work Stream General Remit

The Work streams will be co-ordinated by the Change Manager to ensure shared purpose in terms of the overall task. All activity will be reported to the Enhanced JMG. Enhanced JMG will provide work streams with strategic directions.

Governance	Finance	HR/OD	Consultation & Engagement	Clinical Governance	Planning & Operational
<ul style="list-style-type: none"> Formation of new partnership structure including purpose, remit, accountability and scheme of delegation, links to existing structure e.g. CPP, risk Determine transfer of each service and necessary service support Establish information/data sharing protocol within partnership Initiate development of integrated performance management framework Support HR/OD & Finance Groups 	<ul style="list-style-type: none"> Establish budgets for all services within scope (revenue and capital) Establish costing methodology to determine transfer of resource to new governance arrangement Establish financial control & monitoring framework 	<ul style="list-style-type: none"> Establish HR/OD framework Establish joint recruitment procedures Liaise with trade unions as appropriate Link with OD and training Work with Consultation & Engagement Group to inform communication to staff and public 	<ul style="list-style-type: none"> Develop communications and engagement strategy for internal and external stakeholder Establish Strategic Planning Group to initially facilitate partner and public involvement Work with HR/OD group regarding appropriate key messages for staff 	<ul style="list-style-type: none"> Clarify and agree clinical governance arrangements, control and monitoring Links to acute services etc 	<ul style="list-style-type: none"> Develop Strategic Plan & Care Group Plans Clarify outcomes & service delivery planning Lead development Commissioning Strategy Establish clarity regarding operational activity and implications of new structure Performance Management