

**PERTH & KINROSS HEALTH & SOCIAL CARE PARTNERSHIP
PARTNERSHIP IMPROVEMENT PLAN - PROGRESS REPORT**

Priority Levels:
1 – Critical
2 – Necessary
3 – Dependent on Partners

STATUS			
Red	Not on track with major issues	Amber	On track with minor issues
Green	On track	Blue	Complete

Area	IP No.	Resp. Officer	Source	Action	Update - May 2024	Priority Level	Revised Date for Completion	Date for Completion	Status
1. LEADERSHIP, CULTURE AND VALUES Behaving with integrity, demonstrating strong commitment to ethical values and representing the rule of law	IP01	Chief Officer	MSG	How effective is the IJB Board? Undertake a self-assessment of performance against the PKIJB Integration Scheme with IJB members and Executive Management Team to provide improved understanding of the IJB's role and remit.	NHS Education for Scotland (NES) have agreed to lead a self-assessment exercise with IJB Members. This is currently in planning stage. This will inform how effective the IJB is performing. Results will be discussed with the IJB in a development session with an improvement plan then being developed. This session will complete this action.	2	30 Sep 24	30 Sep 23	Green
	IP03	Chief Officer	MSG	Implement a Leadership Development Program focused on Collaborative Practice	Action complete. Perth and Kinross Council has developed a leadership development programme to which all P&K HSCP leaders/managers are able to participate during 2024/25. NHS Tayside has embarked on a series of systems leadership events on 29/1/24 and 11/3/24 to assist in the preparation of a 3 year strategy. This is enabling HSCP leaders/managers to collaborate with all key partners locally and across Tayside. Development opportunities will be supported by OD colleagues on the completion of the senior leadership structure for HSCP.	2	-	31 Dec 23	Blue
	IP46	Chief Officer	AGS 2021/22	Provide training and development opportunities in relation to the revised PKIJB Integration Scheme and its implications.	This action is complete for current membership and will be contained within the induction experience for new members.	2	-	31 Dec 23	Blue
	IP41	Chief Officer	AGS 2021/22	Ongoing development of culture, ethos and professional practice to ensure we continue to be the best we can be.	This action is complete for current membership and will be contained within the induction experience for new members.	2	30 Jun 24	31 Mar 24	Blue
	IP57	Chief Officer	AGS 2022/23	Develop and implement an improvement plan that ensures full and demonstrable compliance with the Public Sector Equality Duty.	The progress report has been delayed and will now go to the IJB in October 2024 and the implementation and improvement plan will form a part of this report.	1	02 Oct 24	31 Mar 24	Amber
2. STAKEHOLDER ENGAGEMENT Ensuring openness and comprehensive stakeholder engagement	IP09	H of ASCSW	MSG/JI	Effective Communication with our Public: Development of a coordinated approach to communication and marketing supported by dedicated expertise, ensuring that the effectiveness of the approach developed is evaluated in terms of its impact.	A participation and engagement strategy is due to be considered by the IJB in October 2024. The Communication Protocol with the IJB's partners has been updated. In addition, a dedicated HSCP Communication and Digital Media post is being funded with a view to ensuring that a sustained approach to communication and a bespoke social media/web presence can be implemented.	2	02 Oct 24	31 Mar 23	Green
	IP13	H of ASCSW	Joint Inspection	The partnership should build on existing good relationships with care providers and housing services to identify where there is potential to coproduce solutions to strategic challenges. This should include co-producing a market facilitation plan.	Work on the market facilitation plan is ongoing. A wide range of engagement opportunities are facilitated, both at an operational and strategic level, ranging from provider forums, Strategy Groups to the Strategic Planning Group, all of which have a wide representation from all service user groups/providers. This has bolstered the good working relationships in place.	2	-	31 Dec 23	Red
	IP42	H of ASCSW	AGS 2021/22	Ensure resources are in place to support a strong strategic focus on improving links with Communities, providing additional capacity and ensuring a robust, consistent and coordinated approach.	Whilst the IJBs revised Strategic Plan is focussed on Health and Social Care, we are also considering the ways in which the Council (beyond social care), NHST and wider community partners can support people Perth and Kinross's Local Outcome Improvement Plan (LOIP) sets out what the Community Planning Partnership (CPP) will do over the short, medium and longer term to make Perth and Kinross a place where everyone can live life well. Community planning in Perth and Kinross is about how we realise our ambition for our area to be the best place in Scotland for everyone to live life well, free from poverty and inequality. The CPP and Health and Social Care Partnership's work is intertwined, and it is essential we work closely together to maximise the impact of our collective response. As such, the Chief Officer is now a regular attendee and member of the CPP ensuring connectivity between the LOIP, the IJB's Strategic Plan and the priorities for the HSCP. This action is complete.	2	-	31 Mar 24	Blue
3. VISION, DIRECTION AND PURPOSE Defining outcomes in terms of sustainable economic, social and environmental benefits	IP58	H of ASCSW	AGS 2022/23	Refresh of our Participation and Engagement Strategy to expand engagement, roles and the different sectors involved in Health & Social Care	This is now scheduled to be considered by the IJB in October 2024.	2	02 Oct 24	31 Mar 24	Green
	IP15	H of ASCSW / H of Health	MSG/JI	Align the refreshed Strategic Commissioning Plan with a developing Performance Management Framework. The framework will support the delivery of the SCP and be the mechanism for reporting performance information and informing the Annual Performance Report.	This action description has been refreshed and a new, realistic date for completion added. Work on a Performance Management Framework has commenced.	1	31 Dec 24	Ongoing	Green
	IP44	Chief Officer	AGS 2021/22	Joint review of strategic planning processes encompassing Lead Partner Services and including consideration of performance reporting.	Links to IP15 and will be completed once Strategic Plan is published in June 2024.	2	05 Jun 24	31 Dec 23	Amber
	IP59	H of ASCSW	AGS 2022/23	Refresh of our Strategic Commissioning Plan	The refresh of the Strategic Plan will be considered by the IJB in June 2024. Regular feedback has been gained from the Strategic Planning Group and other stakeholders over the last 12 months.	1	05 Jun 24	31 Mar 24	Amber



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5. FINANCIAL CONTROLS	IP40	Chief Finance Officer	External Audit 2020/21	The budget should reflect the intentions of management to build reserves in line with its reserves strategy, which will also require significant discussion and planning with its partner bodies	Budget has been set in line with reserves policy. Action complete.	1	-	31 Mar 23	Blue
	IP64	Chief Finance Officer	AGS 2022/23	Undertake a review of the IJB's reserves policy.	Action Complete. This was completed at the IJB meeting on 20 March 2024.	2	20 Mar 24	31 Dec 23	Blue
	IP65	Chief Finance Officer	AGS 2022/23	Undertake a review of financial regulations.	Action Complete. This was completed at the IJB meeting on 20 March 2024.	2	20 Mar 24	31 Dec 23	Blue
6. ORGANISATIONAL DEVELOPMENT	IP45	Chief Officer	AGS 2021/22 / Internal Audit Recommendation - Corporate Support	Complete Phase two of Corporate Support Review and in particular the functions related to capital/premises planning.	This action has now been superseded by the review of the HSCP's management and support structure. This will seek to better integrate health and social care functions with the aim of co-ordinating staff and resources in a more effective and efficient way.	2	-	30 Jun 23	Blue
7. INTERNAL CONTROLS	IP47	Chief Officer	AGS 2021/22	With IJB Members review and update the risk management framework	The IJB Risk Appetite development session was delayed until May 2024 meaning that the IJB consideration of risk appetite is now scheduled for 21 August 2024.	2	21 Aug 24	31 Mar 24	Amber
	IP66	Chief Officer	AGS 2022/23	Ensure greater clarity in the consideration of risks in IJB decision making.	This action will be completed once IP47 has been delivered and the risk appetite has been set. Target date amended to December 2024.	2	11 Dec 24	31 Mar 24	Amber
	IP67	Chief Officer	AGS 2022/23	Establish a process for monitoring the implementation of Directions issued by the IJB.	This action has been delayed but is planned for completion during 2024-25.	2	-	31 Mar 24	Red
	IP68	Chief Officer	AGS 2022/23	Production of an annual Strategic Risk Management Assurance report for consideration by the IJB.	Assurance on the IJB's Strategic Risk Management will be encompassed within the Annual Report of the Audit and Performance Committee which is scheduled to be considered by the IJB in August 2024.	2	21 Aug 24	31 Mar 24	Amber
	IP69	Chief Officer	AGS 2022/23	Seek clarification of the Memorandum of Understanding for the sharing of data with Perth & Kinross Council and NHS Tayside.	Clarification of the Memorandum of Understanding has been achieved. Signing of the MoU will now be progressed. Action is now complete.	2	-	31 Mar 24	Blue
	IP70	Chief Officer	AGS 2022/23	Conduct a self-assessment to ensure P&K IJB are meeting their statutory obligations as a Category 1 responder.	A Training session was held in March 2024. The Chief Officer and Interim Head of Adult Social Work (Operations) are undergoing local resilience partnership training. Therefore this action is now complete.	1	-	31 Mar 24	Blue



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8. REQUIRING COLLABORATION WITH STATUTORY PARTNERS	reliant on the leadership of NHS Tayside and Perth & Kinross Council as partners to the Integration Scheme	IP18	HoH	MSG/JI	Ensure robust oversight of the implementation of the strategic delivery plan for Older People and Unscheduled Care taking into account fully delegated hospital services and large hospital set aside.	This action is complete.	3	-	30 Sep 23	Blue
		IP36	Chief Officer	MSG/JI	With the governance and accountability structures of both statutory bodies, as well as those of the IJB, there is considerable duplication in reporting to potentially 5-6 different committees/forum/groups and thus great potential to explore a more integrated and efficient approach. We will review current arrangements and work with partners to explore the potential to reduce duplication.	This action is now complete. We have improved our HSCP Care and Professional Governance reporting to both statutory partners which enables an assurance report to be provided to the Audit and Performance Committee at each of their meetings. A business planning document detailing upcoming reporting requirements is now routinely provided to the EMT.	3	-	30 Sep 23	Blue
		IP49	Chief Officer	AGS 2021/22	Clarify and reach agreement on the governance, accountability and resourcing arrangements of Mental Health Services across Tayside and the implications for PKIJB/PKHSCP as a result of the revised Integration Schemes	This action is now marked as complete. The Chief Officer has a lead partner role and these elements are now contained within the Tayside wide mental health and learning disability whole system change programme.	3	-	30 Sep 23	Blue
		IP50	Chief Officer	AGS 2021/22	Review of Partner Body Anti-Fraud and Information Governance policies and reach agreement on PKIJB member responsibilities	This action is now complete. The HSCP management team will engage in any appropriate review of policies of NHST and PKC policies.	3	-	31 Mar 23	Blue
		IP55	Chief Officer	Internal Audit Recommendation - Corporate Support	Seek support from partners for structures that allow for both formal and more informal collaborative working to ensure appropriate corporate support is established and maintained. A formal agreement, such as the Memorandum of Understanding as referenced in the Integration Scheme should clearly outline the functions to be provided and any expected standard or general principles to be adhered to by all parties. It should also include monitoring and review processes, as well as a process for dispute resolution. A Corporate Services Forum should be established including appropriate	This action is now complete. The integration scheme was reviewed in June 2022 and finalised in November 2022. This sets out the process for dispute resolution and addresses this action.	3	-	30 Sep 23	Blue
		IP71	Chief Officer	AGS 2022/23	Improve the effectiveness of links with Partner bodies in relation to Strategic Planning.	This action is now complete. The effectiveness of links in relation to Strategic Planning has been improved. The P&K extended executive leadership team are involved in the development of the new Strategic Plan for 2024-2027. We have strengthened links with Community Planning Partnership. PKHSCP are connected and are also contributing to the NHST Development of their Strategic Plan	3	-	31 Mar 24	Blue
		IP72	Chief Officer	AGS 2022/23	Ensure compliance with the NHS National Whistleblowing Standards.	Scheduled for completion in 2023-24. This will be included as part of the Imatter session to ensure awareness and responsibilities are raised for HSCP staff. An amendment to PKC's Whistleblowing policy is being sought to ensure HSCP staff employed by PKC are aware of the process to raise whistleblowing concerns related to health services. This is substantially complete and is anticipated to be approved by September 2024.	3	30 Sep 24	31 Dec 23	Amber
9. SCRUTINY & ACCOUNTABILITY		IP63	Chief Finance Officer	AGS 2022/23 / External Audit 2022/23	Conduct a self-assessment to ensure we are complying with the characteristics of Best Value in accordance with the Local Government in Scotland Act 2003 Best Value Guidance	This is scheduled to be considered by the Audit and Performance Committee in June 2024.	1	05 Jun 24	31 Mar 24	Green