

Highland Community Planning Partnership
Community Planning Board – 19 December 2017

Agenda Item	4ii.
Report No	CPB 16/17

Developing Community Partnerships - Update

Report by Cathy Steer and Alison Clark on behalf of the Chief Officers' Group

The Board is asked to:

- Agree the governance structures proposed for Community Partnership plans set out in appendices 1,2 and 3.

1. Background

- 1.1 Following discussion at recent COG and CPP Board meetings, it was agreed that further development was required to determine an appropriate governance and accountability structure for plans developed by Community Partnerships.
- 1.2 This was also highlighted by Partnerships at the development day on 6 October as one of the key areas requiring clarification in order to support the Partnerships. Following agreement at the COG meeting on 7 November, this paper recommends to the Board a governance structure for Community Partnership plans, set out in appendices 1, 2 and 3.

2. Principles

- 2.1 In considering the discussions that have taken place, the Community Partnership sub-group based their recommended governance structures on several key principles:
- That a different approach is required for children and adult plans than for Locality plans. This recognises the different legislation which establishes these plans and governance routes already in place.
 - The importance of professional support for those tasked with developing the plans.
 - That learning and improvement should underpin any process and that any model should focus on support and challenge.
 - That reporting to the COG and Board should be on the basis of providing assurance and by exception where issues exist and not to examine individual plans.

3. Children and Adult Plan Governance Structure

- 3.1 The recommended approach for governance of these plans is set out in appendices one and two. This recognises the requirement for these plans from the Public Bodies (Joint Working) Act and the existing governance structure that is in place through the Strategic Commissioning Groups and the Joint Monitoring Committee.
- 3.2 The development of plans will be led by a Lead Officer supported by a sub-group of the Community Partnership. It is recognised that the Community Partnership

will help to inform the plan but also that professional knowledge within each service area will also inform the content of the local plans. The final plan will be agreed by the Community Partnership.

- 3.3 Plans will be overseen by the Strategic Commissioning Groups for both adults and children. These are multi-agency groups that can provide the support and challenge required. Professional support to the lead officer and also the Community Partnership will be provided throughout this process by a named officer.
- 3.4 The Strategic Commissioning Groups will report assurance on the plans and plan development to the Joint Monitoring Committee as the body with overall responsibility for integrated health and social care services but also to COG and to the CPP Board. Reporting will be on an exceptions basis.

4. **Locality Plan Governance Structure**

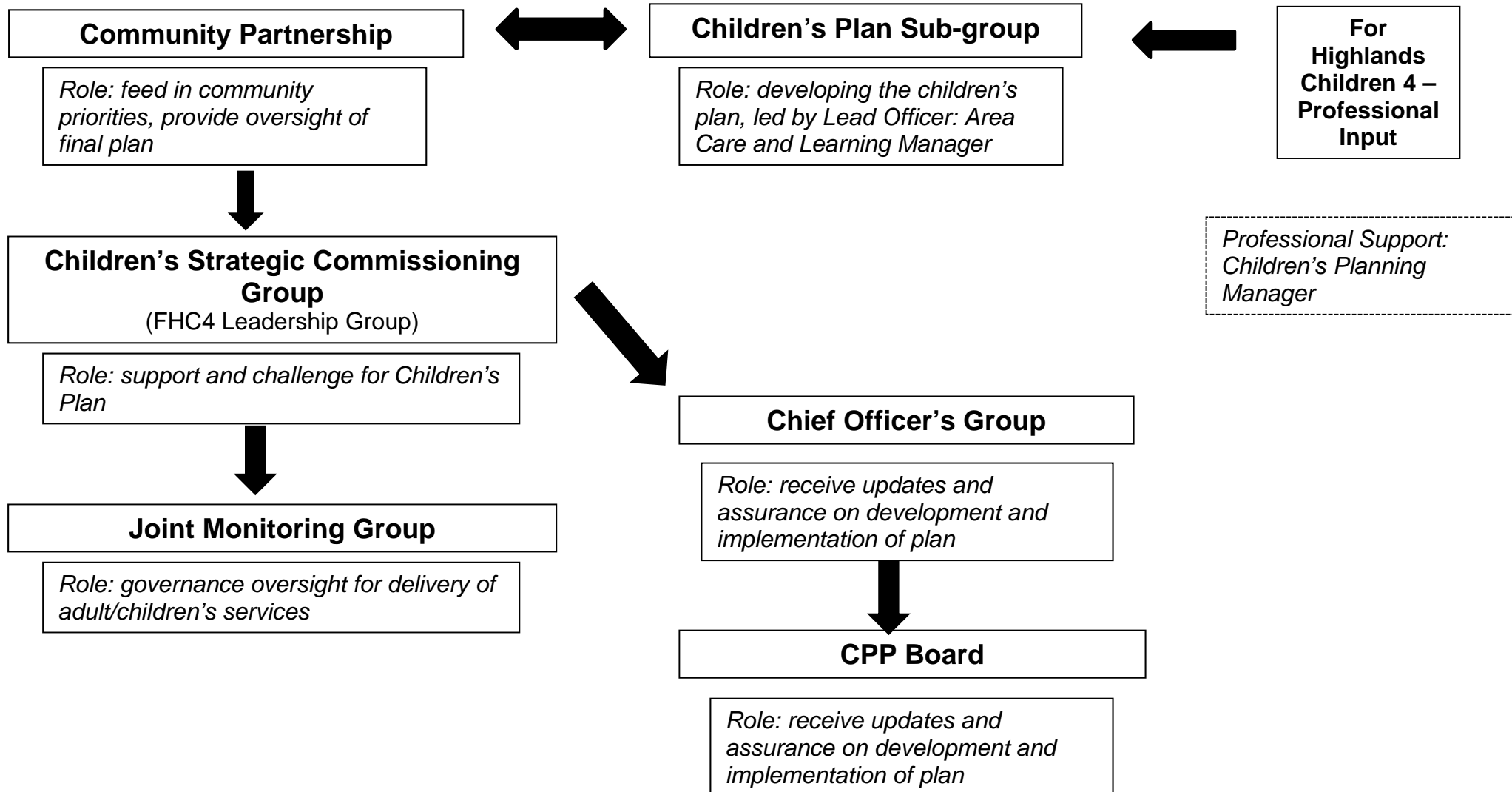
- 4.1 It is recommended that assurance should first be considered through a self-evaluation process undertaken by each Partnership and then a validated self-evaluation process through peer review. The peer review will provide support and challenge on the Locality plans and the development of the plans. An evaluation framework will be developed to support the process and will take the form of a table top exercise of no more than one hour. Each Partnership undertaking the peer review will be supported by a member of COG. Professional support for the Community Partnerships around the development of Locality plans will be provided by the Community Learning and Development Support Officer.
- 4.2 The results of the peer review sit with the Community Partnership for action but will also be reported to the Chairs Development group for consideration and then for assurance and by exception, to COG and the CPP Board. The results of the peer review process will also be reported to the CLD Strategic Group for consideration and assurance against the delivery of the CLD delivery plan and to the Council's People Committee thereafter. Community Partnerships will be required to produce an annual report for the Board on the development and progress of their Locality plans. The first annual reports will be due in October 2018.

5. **Next Steps**

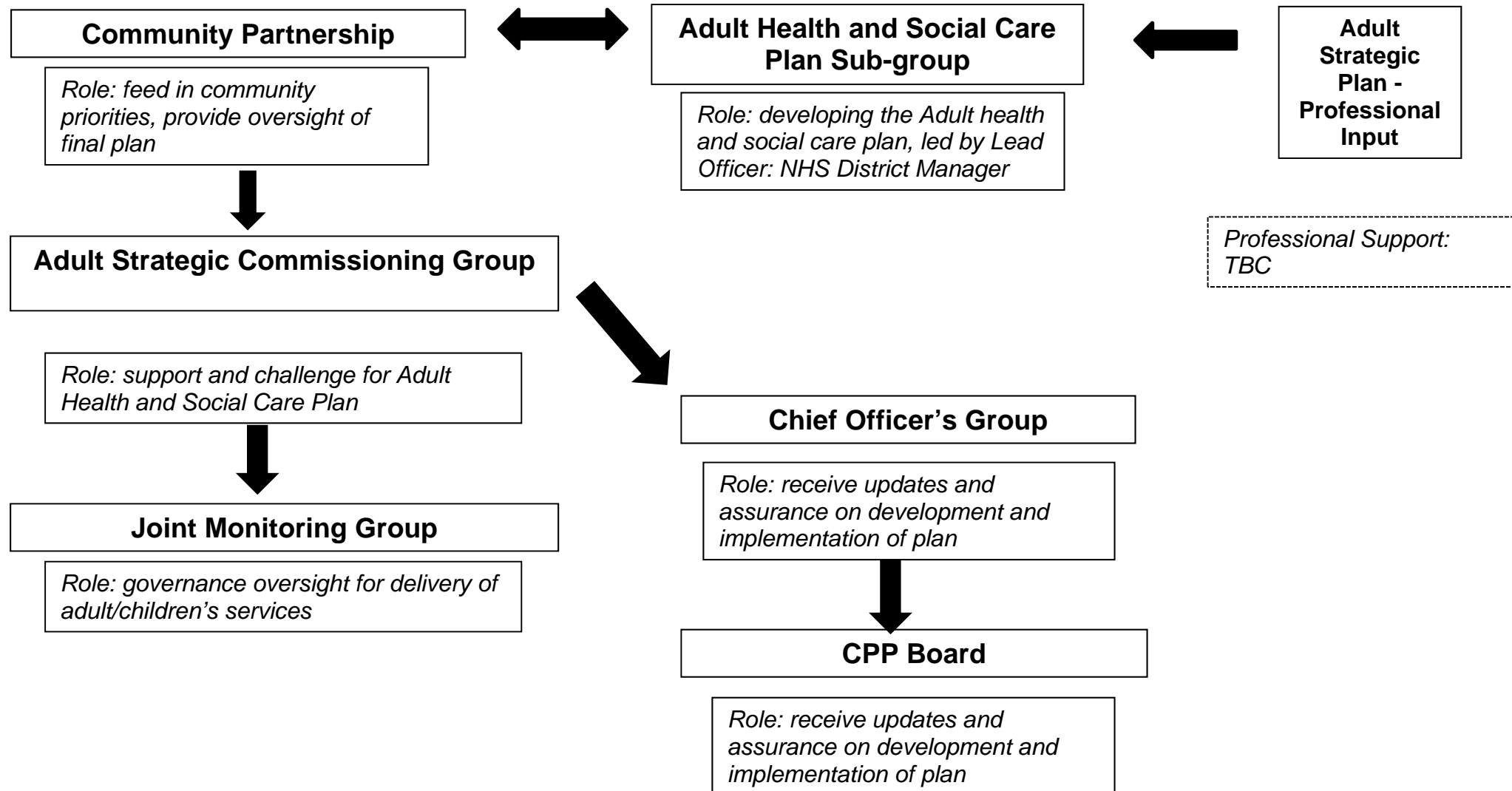
- 5.1 A self-evaluation framework and peer review framework will be developed to support the Community Partnerships and quarterly meetings established with the Chairs Development Group.
- 5.2 It is recognised that work is required over the course of the next year on the structure of the CPP; from the thematic groups to the role of COG and the Board. It is recommended that the governance structures for plans are reviewed following the re-structure of the CPP. As noted in agenda item 5, the HOIP action plan implementation report, a workshop will be held early in 2018 with the Chairs of the thematic groups to explore the future role and relationship of the theme groups with the revised CPP structure.

Cathy Steer and Alison Clark on behalf of the Chief Officers' Group

Local Children's Plan Governance Structure



Local Adult Health and Social Care Plan Governance Structure

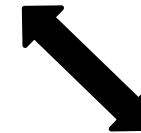


Locality Plan Governance Structure

*Professional Support:
Community Learning and
Development Support
Officer*

Community Partnership

Role: to develop locality plans through appropriate community involvement and engagement



**Local Assurance Process 1
Community Partnership Self-Evaluation of each Locality Plan and Process**

Role: each Partnership to undertake a self-evaluation exercise (1hr max)

**Local Assurance Process 2
Validated Self Evaluation (Peer Review) by another Community Partnership**

Role: each plan will be Peer Reviewed by another partnership to provide challenge and support (table-top exercise 1 hr max)



CLD Strategic Group

Role: to receive and consider the results of the peer review against the delivery of the CLD Strategy

Chairs Development Group

Role: to receive and consider the results of the peer review



THC People's Committee

Role: governance oversight for delivery of CLD in Highland

Chief Officer's Group

Role: to receive assurance of quality and process. Exceptions to be reported.



CPP Board

*Role: to receive assurance of quality and process. Exceptions to be reported.
Receive Annual Report on Progress of Locality Plans*