

# **Short Life Working Group for guidance on strategic commissioning of palliative care and end of life care**

## **Paper 2 Draft remit, membership and ways of working**

### **1. Purpose of this paper**

To invite consideration and agreement of the remit and ways of working for a newly constituted Short Life Working Group to develop guidance for strategic commissioning in respect of palliative and end of life care. Statutory Guidance for Strategic Commissioning Plans was published by the Scottish Government in December 2014.

### **2. Establishment**

The group is established as a result of the Strategic Framework for Action on Palliative and End of Life Care.

### **3. Purpose of the Group**

The group will contribute to the realisation of the Strategic Framework for Action on Palliative and End of Life Care – Commitment 2 '*Provide strategic commissioning guidance on palliative and end of life care to Health and Social Care Partnerships.*' – by producing a Strategic Commissioning guidance document.

This Short Life Working Group is not about determining detailed local commissioning processes. It is about sharing knowledge to produce robust guidance material which can be used, across the Health and Social Care Partnerships of Scotland, to inform or enhance those local processes.

### **4. Membership**

|                                |   |
|--------------------------------|---|
| Christina Naismith (chair, SG) | National Lead for Strategic Commissioning                                     |
| Diana Hekerem                  | Divisional Business and Service Development Manager for Scotland, Marie Curie |
| Calum Irving                   | Chief Executive, Voluntary Action Scotland                                    |
| Ron Culley                     | Chief Officer, WIIJB  |
| Stephen Marwick                | Evaluation Support, Scotland (virtual)  |
| Chris Sutton                   | Service Manager Strategy, Clacks and Stirling H & SCP                         |
| Wendy Dale                     | Strategic Commissioning Manager, Edinburgh H & SCP                            |
| Dr Graham Kramer               | Primary Care  |
| Irene McKie                    | Hospice Chief Executive, Strathcarron Hospice                                 |
| Maria MacGill                  | Chief Executive Children's Hospice Association Scotland                       |
| Donald Macaskill               | Scottish Care   |
| Liz Moore                      | NHS Ayrshire and Arran  |
| Mark Hazelwood                 | Scottish Partnership for Palliative Care                                      |
| Tim Warren (SG)                | Team Leader Palliative and End of Life Care                                   |
|                                |   |

## 5. Background

### Integrated Joint Boards / Health and Social Care Partnerships

The Public Bodies (Joint Working) (Scotland) Act 2014 requires each Integration Authority to put in place a strategic commissioning plan for functions and budgets under its control. The joint strategic commissioning plan (strategic plan) will be widely consulted upon with non-statutory partners, patient and service-user representatives, etc.

Strategic commissioning is the term used for all the activities involved in assessing and forecasting needs, links investment to agreed desired outcomes, considering options, planning the nature, range and quality of future services and working in partnership to put these in place.

All Health and Social Care Partnerships have formally been established and will go live from 1 April 2016 and must have a strategic plan in place at this time, including for palliative and end of life care services.

The Chief Officer of the integration partnership will have a direct line of accountability to the Chief Executives of the Health Board and the Local Authority for the operational delivery of integrated services as part of the strategic plan. The Chief Officer is responsible for ensuring that service delivery improves the national outcomes, and any locally delegated responsibilities for health and wellbeing. This includes measuring, monitoring and reporting on the underpinning measures and indicators that will demonstrate progress.

### Palliative and End of Life Care

Palliative and end of life care are integral aspects of the care provided by health or social care professionals to people living with and dying from any advanced, progressive and incurable condition.

Palliative care is not just about care in the last days and hour of life, but about ensuring quality of life for both the person and their family at every stage of the life-limiting disease process from diagnosis onwards.

The Strategic Framework for Action on Palliative and End of Life Care is Scotland's direct response to the resolution passed in 2014 by the World Health Assembly – the governing body of the World Health Organisation, requiring all governments to recognise palliative care and to make provision for it in their national health policies.

The Strategic Framework for Action outlines the key actions to be taken that will allow everyone in Scotland to receive services that respond to their individual palliative and end of life care needs.

The Strategic Framework for Action has 10 commitments and the second of these is that the Scottish Government will work with stakeholders to *Provide strategic commissioning guidance on palliative and end of life care to Health and Social Care Partnerships*.

## **6. Secretariat**

The Scottish Government will support the business of the Short Life Working Group for strategic commissioning of palliative and end of life care. Tim Warren the policy lead for Palliative and End of Life Care, Scottish Government, will lead secretariat functions.

## **7. Ways of working and meetings**

The group will 'work' out of session over email or phone hook ups to progress the guidance outside of meetings.

Meetings will take place approximately 6 weekly.

Mid May

Early July

Mid August

Early October