

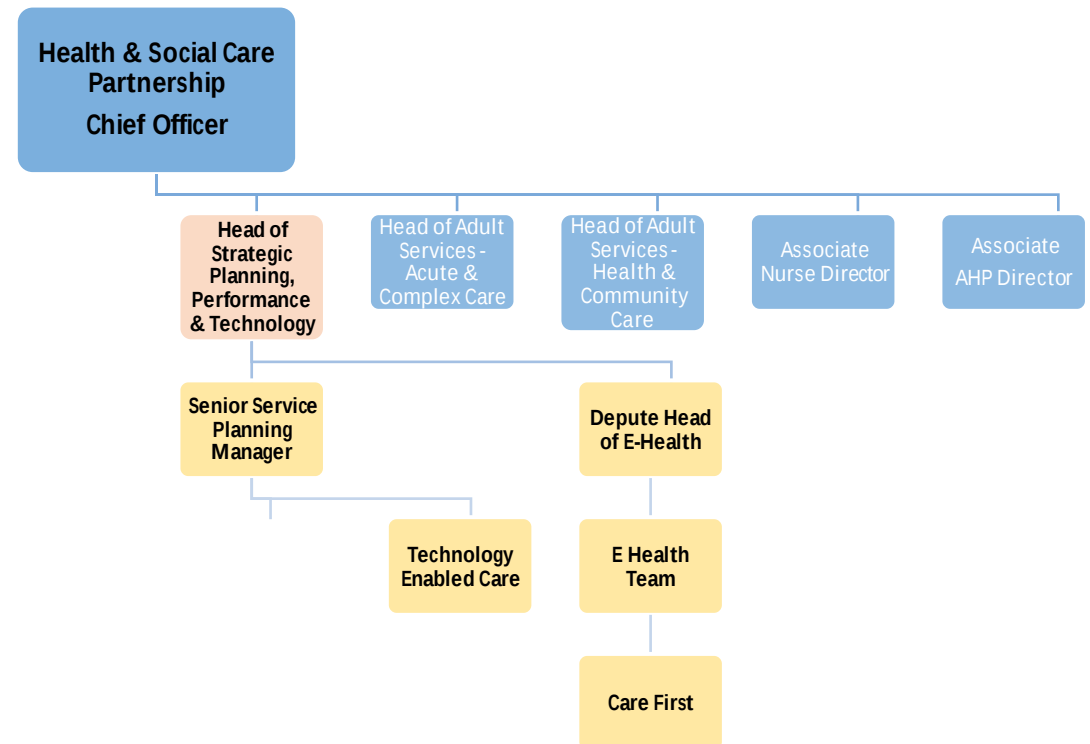
Appointments Panel

Ann Clark
Councillor Robin Currie
Councillor Amanda Hampsey (Chair)

Sarah Compton-Bishop
Fiona Davies

Contact:

5. ORGANISATIONAL POSITION



6. MAIN TASKS, DUTIES AND RESPONSIBILITIES

The post holder will:

Strategic Planning

Implement an Outcomes Approach to develop effective Strategic (Commissioning) Plans following national guidance and in collaboration with Chief Officer and Heads of Service for the HSCP ensuring compliance with local and national requirements and timescales to improve service delivery and outcomes for the partnership population.

Devise, develop and implement new locality planning arrangements in accordance with the requirements placed on HCSP working with a wide range of stakeholders, and ensure this is linked with the Partnership's Strategic Plan.

Ensure that there is effective coherence and liaison on all aspects of planning and performance with other statutory partner's, out with the partnerships, to ensure best value and effective use of resources in delivering the priority outcomes of the partnership. This will include equity of access to services across Argyll and Bute.

Ensure efforts within the Partnership are co-ordinated to improve health, reduce inequalities, improve health and social care services, and increase social inclusion based on the user's journey, by analysis of planning within and across the services and pathways and influencing the content of structures.

Functional Leadership

Lead on and project manage programme and other initiatives such as the integrated care fund, technology enabled care, delayed discharge and unscheduled care funding. Ensuring these areas of improvement work and funding are combined to ensure the maximisation of transformational changes at locality level, while ensuring that a strategic approach is taken to targeting and prioritising the changes we want to see implemented across A&B.

Identify priority areas for action by undertaking health intelligence and horizon scanning. Analysing local and national data in the context of the legislative agenda and drive local policy development to address these in the short, medium and long-term in a way which draws on a sound theoretical base, personal experience and knowledge of planning and performance management tools.

Service Redesign

Lead delivery of transformation programmes and assist with the implementation of Service redesign projects in conjunction with Chief Officer and Heads of Service for the HSCP. Providing advice based on the utilisation of the most appropriate planning and performance tools which may require adaptation to reflect an integrated approach to service delivery.

Patient/Service User Focus and Collaborative Working

Ensuring user and patient involvement and engagement to ensure the focus is on person centred care and choice (Self-Directed Support) incorporating user feedback, patient opinion, complaints etc in enhancing performance and supporting continuous improvement.

Make user/carer involvement in developing and improving services and making difficult choices about services and normal ways of working.

Work with third sector organisations and independent sector, as part of local communities and involved in service planning in localities so solutions are understood and owned in communities.

Regional and National Working

Making decisions, within the corporate governance framework, where there is no precedent and there are conflicting professional opinions.

16. JOB DESCRIPTION AGREEMENT	
A separate job description will need to be signed off by each jobholder to whom the job description applies.	
Job Holder's Signature:	Date:
Head of Department Signature:	Date:

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JOB DESCRIPTION & PERSON SPECIFICATION (JDPS)

Job Title:	Head of Strategic Planning, Performance and Technology	Job Evaluation Reference Number:	
Service:	Argyll and Bute Health and Social Care Partnership	Grade:	CO29
Department/Section:	Strategic Planning, Performance and Technology	Location:	

Line Manager (post):

Work collaboratively with the Partnership Senior Management Team to achieve the objectives of the HSCP, ensuring that services are planned and delivered seamlessly from the perspective of the patient, service user or carer and that systems for managing services actively support such seamlessness.

Required to deputise for Chief Officer when necessary

Responsible for ensuring effective liaison and working relationships with other planning and performance functions within the Health Board, Council, Community Planning Partnership and other partnerships.

Contribute to relevant wider NHS, Council and Community Planning Partnership Strategy.

Leads the Improvement and Service Quality functions of the HSCP, developing and putting in place continuous improvement systems, processes establishing a culture of quality, best value and person centre focus in the organisation.

Within this Service, the following specific responsibilities are included:

Implement an Outcomes Approach to develop effective Strategic (Commissioning) Plans following national guidance and in collaboration with Chief Officer and Heads of Service for the HSCP ensuring compliance

implemented across A&B.

Identify priority areas for action by undertaking health intelligence and horizon scanning, analysis of local and national data in the context of the legislative agenda and drive local policy development to address these in the short, medium and long-term in a way which draws on a sound theoretical base, personal experience and knowledge of planning and performance management tools.

Service Redesign

Lead delivery of transformation programmes and assist with the implementation of Service redesign projects in conjunction with Director and Heads of Service for the HSCP by providing advice based on the utilisation of the most appropriate planning and performance tools which may require adaptation to reflect an integrated approach to service delivery.

In addition, represent the Authority on relevant external bodies/committees; deputise for Chief Officer when appropriate; chair / attend Committees as required; and ensure that all regulations and procedures (including the Council's Standing Orders and Financial Regulations) are adhered to.

3. Budget management:

E.3 Knowledge and practical application of quality improvement methodologies.

E.4

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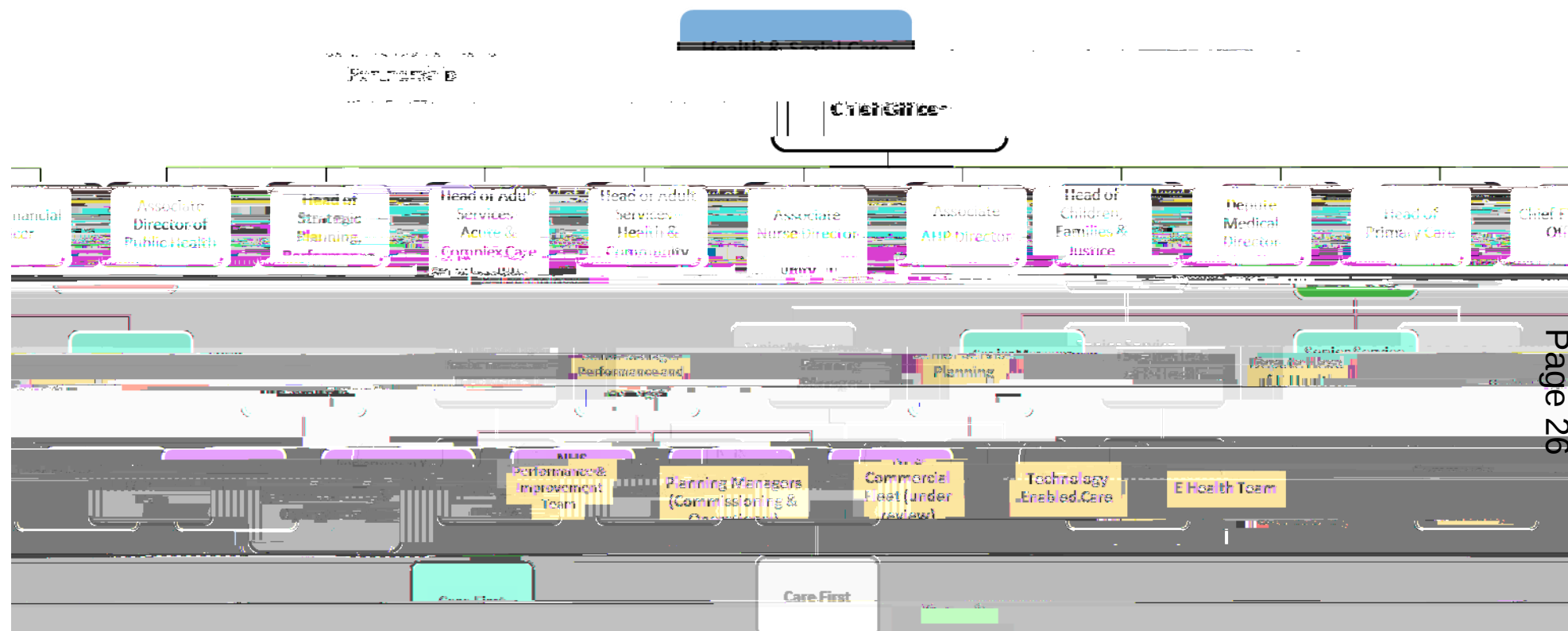
E.8

E.9

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D.1

Appendix 1 – Organisational Chart



NOT FOR PUBLICATION by virtue of paragraph(s) 1
of Schedule 7A of the Local Government(Scotland) Act 1973

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