

Intelligence and Risk Frameworks – Key Deliverable 2013/14

Report to: Board

Date: 21 March 2013

Report by: Annette Bruton, Chief Executive
Karen Anderson, Director of Strategic Development
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Report No: B-04-2013

Agenda Item: 6.5

PURPOSE OF REPORT

To propose the Risk and Intelligence Deliverables for 2013/14.

RECOMMENDATIONS

That the Board:

1. Discusses the Key Deliverables for 2013/14, and approves this paper.

Agenda item 6.5

Report Number

B-04-2013

Version Control and Consultation Recording Form

Version	Consultation	Manager	Brief Description of Changes	Date
	Senior Management	ET	Discussed – no changes made.	14Feb13
	Legal Services			
	Resources Directorate	,Finance, Admin, ED managers ICT&IG	Some clearer links to other strategies noted as interdependencies. Text of resources section amended to include 2013/14 budget info. Further change to resources section in ICT&IG resources	5Feb13 18Feb13
		Comms Manager and Team	Clearer links to public reporting strategy noted as an interdependency.	6Feb13
	Committee Consultation (where appropriate)	S&P Committee	Minor changes to resources section and to app 1 and 2 wording.	5Mar13
	Partnership Forum Consultation (where appropriate)			

Equality Impact Assessment

To be completed when submitting a new or updated policy (guidance, practice or procedure) for approval.

Policy Title:	Intelligence and Risk Frameworks	
Date of Initial Assessment:	18 August 2012	
EIA Carried Out	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If yes, please attach the accompanying EIA and briefly outline the equality and diversity implications of this policy.	The original EIS identified that the Intelligence and Risk workstreams had some potential to discriminate on the basis of age and or disability, and that we must take steps to guard against that. We have taken account of the recommendations made in drawing up this revised suite of Key Deliverables for 2013/14. (The full EIA is attached in Appendix 2)	
If no, you are confirming that this policy will have no negative impact on people with a protected characteristic and a full Equality Impact Assessment is not required.	Name: Position:	
Authorised by Director	Name: K Anderson	Date: 20 February 2013

Version: 3.0	Status: <i>Final</i>	Date: 14/03/2013
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1.0 BACKGROUND

In June 2012 the Care Inspectorate Board approved the Risk and Intelligence Frameworks. This included a 3-year improvement plan and detailed key deliverables for the first year 2012/13.

The Intelligence and Risk Frameworks represent a significant change programme that will develop the Care Inspectorate's capacity to capture, share and use available intelligence to identify and reduce risks, and efficiently and effectively improve our performance. It is referred to in our Corporate Plan for 2013-16 as a priority 1 task under strategic objective 1: deliver scrutiny which is outcome focussed, consistent, targeted and proportionate to provide rigorous, evidence-based, independent assurance and protection that supports improvement.

Progress towards achieving the Key Deliverables for the current year 2012/13 has been reported under a separate paper, and there is limited work that we expect to carry forward into 2013/14.

2.0 DEVELOPMENT OF KEY DELIVERABLES FOR 2013/14

This paper proposes the Key Deliverables for 2013/14 that will take the Care Inspectorate further towards its goal of being an intelligence-based, risk-focussed organisation.

The proposed Key Deliverables include:

- Any remaining work to complete the 2012/13 key deliverables and embed these into practice where appropriate.
- The proposed actions identified for 2013/14 in the 3-year plan, where these have not been superseded by any changes over the past year.
- Any actions identified in the Care Inspectorate's Corporate Plan 2013/16 which relate directly to, or require the support of, the Intelligence and Risk Frameworks.

There are some significant changes and work programmes that the Care Inspectorate will undertake next year that will impact upon the Intelligence and Risk workstreams. These include:

- A review of the whole organisation's information needs, including the Board and its committees. A review of information and Intelligence across all scrutiny partners, which will be chaired by Karen Anderson
- Reviews of our inspection methodologies and the National Care Standards
- The implementation of the new Care Inspectorate structure

While the Key Deliverables make reference to these significant areas of work, we may need to reappraise and re-focus our deliverables as the impact of these changes becomes clearer.

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The Key Deliverables are presented in **Appendix 1**. For each Key Deliverable, there is a note of the links to relevant strategic objectives in the corporate plan, description of the main tasks, the desired outcomes, the lead officer and the resources and interdependencies. At this stage, the lead officer is either the Project Manager – Intelligence or the Project Manager – Risk.

Once the main key deliverables have been approved, the Intelligence and Risk project managers will provide more detailed action plans and timescales and lead officers for each element of the Key Deliverables.

3.0 RESOURCE IMPLICATIONS

The main resources required to deliver these actions are those already identified within the Intelligence and Risk Workstreams including the Project managers for Intelligence and Risk, the Intelligence and Risk Project Group and the Intelligence Team.

There are some actions that will require support from the Employee Development, Admin, ICT and Information Governance and Communications and Involvement teams. These potential support requirements are noted against each key deliverable, and we have discussed them with the Communications & Involvement, Employee Development and Admin Managers and the Head of ICT and Information Governance. On discussion with the Head of ICT and Information Governance we note that the outcome of the situational analysis of our ICT requirements which is currently underway, may have an impact on some of the key deliverables.

Following discussion with the Head of Finance and Corporate Governance we anticipate that the resources required to deliver these plans are contained in the 2013/14 budget provision. Any additional resource implication, will be the subject of a report to ET identifying resource requirements and potential sources.

4.0 BENEFITS FOR PEOPLE WHO USE SERVICES AND THEIR CARERS

By better capturing, analysing and interpreting the intelligence available to the Care Inspectorate, we will better understand the risks to people who use services and their carers and in turn will be better able to efficiently and effectively reduce those risks.

We have discussed the potential for collaborating with our involving people group on several of the Key Deliverables with the professional advisor for equalities and involvement, to ensure that we remain focussed on people who use services at all times.

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5.0 CONCLUSION

In summary, the Board is asked to approve the proposals in this paper.

LIST OF APPENDICES

- Appendix 1 -** Draft Key Deliverables 2013/14
- Appendix 2 -** Equality Impact Assessment 18 August 2012