



THIS PARTNERSHIP AGREEMENT is made the 3rd November 2017

BETWEEN:-

- (1) **Shropshire CCG**, William Farr House, Mytton Oak Rd, Shrewsbury, Shropshire; and
- (2) **SHROPSHIRE COUNCIL** of Shirehall, Abbey Foregate, Shrewsbury, Shropshire SY2 6ND and
- (3) **Qube**, Oswald Road Oswestry, Shropshire, SY11 1RB (on behalf the Voluntary and Community Sector Assembly)

Document Title	Shropshire Social Prescribing Partnership Agreement
Version	V2
Document Owner	Shropshire Together
Date of Approval	3rd November 2017
Approval Committee	Joint Commissioning Group
Life of the Partnership Agreement	November 2017 – 31st March 2018 – at which point it will be superseded by the Memorandum of Understanding between partner organisations
Summary	<p>This Partnership Agreement sets out how Oswestry Community Action (to be referred to as Qube for the remainder of the document) on behalf of the Voluntary Sector Assembly (VCSA), NHS Shropshire Clinical Commissioning Group (SCCG) and Shropshire Council (SC) will work together to deliver the Social Prescribing Grant Funding awarded from the Department of Health’s Health and Wellbeing Fund.</p> <p>The agreement sets out how the organisations will work together to ensure the delivery of Social Prescribing in Shropshire; it sets out the match funding and local financial contributions from Shropshire Council and Shropshire CCG; and also commits the signed organisations to develop the following:</p> <ul style="list-style-type: none"> • Memorandum of Understanding • Information governance agreement • Risk management agreement

Social Prescribing Partnership Agreement v1 Draft

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1. Purpose and scope

- 1.1. This agreement sets out how Qube on behalf of the Shropshire Voluntary, Community and Enterprise Sector (VCSE), NHS Shropshire Clinical Commissioning Group (SCCG) and Shropshire Council (SC) will work together to deliver Social Prescribing in Shropshire, through the Department of Health (DoH) Health and Wellbeing Fund.
- 1.2. This agreement, which incorporates the DoH guidance published in October 2017, applies to the Voluntary and Community Sector Assembly, led by Qube, SCCG and SC employees involved in developing and delivering the Social Prescribing initiative in Shropshire.
- 1.3. The aim of this agreement is to ensure clarity regarding roles and responsibilities in delivering Social Prescribing in Shropshire and clarity regarding funding arrangements over 4 years.
- 1.4. It is the responsibility, of all relevant individuals to familiarise themselves with this policy and comply with its provisions.

2. Definitions

- 2.1 Voluntary Sector Assembly (VCSA) – the umbrella organisation that represents the collective voice of Shropshire’s Voluntary, Community, and Enterprise sector (VCSE).
- 2.2 Shropshire Council, the Local Authority (SC, LA) – the commissioner and provider of statutory and non-statutory services for the area of Shropshire.
- 2.3 Shropshire Clinical Commissioning Group (SCCG, CCG) – is responsible for local healthcare services. Led by family doctors in Shropshire (43 GP Practices), the group is responsible for buying a wide range of health services for the people of Shropshire and surrounding areas.
- 2.4 Oswestry Community Action (referred to as Qube throughout the document) – is an Oswestry based charity serving the needs of the local community through a range of services such as community transport, art & health, care, and volunteering (to name a few).
- 2.5 Department of Health (DoH) – The Department of Health (DH) leads, shapes and funds health and care in England, making sure people have the support, care and treatment they need, with the compassion, respect and dignity they deserve.
- 2.6 DoH Health and Wellbeing Fund - In December 2016, the DoH launched the VCSE Health and Wellbeing Programme. The Programme includes a project fund component, the Health and Wellbeing Fund. Each round of the Fund will have a specific theme; for 2017-18 the theme is social prescribing
- 2.7 Shropshire Together – the partnership office that supports the Health and Wellbeing Board (HWBB) and partnership working.
- 2.8 The Partnership Agreement – this document as required by the Department of Health, Health and Wellbeing Fund that provides a clear basis for working together for the purpose of this Grant Fund. Crucially it sets out the funding commitment of local statutory partners.

2.9 Partners – for the purpose of this agreement partners refers to the organisations directly associated with this agreement. Partners in the wider sense will be referred to as stakeholders.

3. Introduction

3.1. The Department of Health, Health and Wellbeing Fund provides local areas the opportunity to bid for Department of Health funding for Social Prescribing;

3.2. In Shropshire the Voluntary Sector Assembly, led by Qube are keen to work with Shropshire Council and Shropshire CCG, along with Primary Care colleagues to develop and deliver a Social Prescribing scheme.

3.3. The Voluntary and Community Sector have been working with a wide range of partners including the statutory sector since late 2016 to develop a model for Shropshire.

3.4. The DoH Funding provides an opportunity to galvanise the Social Prescribing Programme development and expedite the roll out of Social Prescribing across Shropshire.

4. DoH Grant Guidance

4.1 Organisations are invited to bid for funding of up to £300,000 for the first year of their scheme (please note that the years of the scheme may not align with the financial or calendar year). This is a maximum and when applications are assessed consideration will be given to the scale and scope of schemes in relation to the amount of funding requested;

4.2 It is important that the social prescribing schemes receiving grant funding are sustainable. For this reason, the DoH requires applicants to gain support from their local CCG, local authority, STP leadership team or Accountable Care Organisation, to invest in their proposed scheme from year two onwards. Although the Fund will provide full funding in year one, it is the expectation that the local partner will provide 50% of funding in year two, 80% funding in year three and 100% funding in year four onwards. Applicants will be expected to provide evidence of the agreement with the local partner as part of their application;

4.3 This allocation will be issued via a grant agreement, made using powers provided by Section 64 of the Health Services and Public Health Act 1968 that gives the Secretary of State for Health the power to make grants or loans to certain voluntary organisations in England whose activities support the Department of Health's policy priorities or who are delivering health and social care services. Such organisations must meet the legal requirements of Section 64 of the Health Services and Public Health Act 1968 to qualify (see Annex 1).;

4.4 For full guidance see, <https://www.gov.uk/government/publications/health-and-wellbeing-fund-2017-to-2018-application-form>.

5.0 Conditions of the Grant

5.1. Some of the terms made available in advance are:

- The terms and conditions must be accepted by a board member - Trustee or Director – or the Chair of the management committee if you are an unincorporated association.

- Grants are restricted funds.
- The grant is recoverable if you do not use it for the purposes intended.
- The grant may not be passed to a third party.
- There is no commitment to any funding after the agreed term of the grant.
- The grant must be identified in your accounts as being from the Department of Health.

5.2 If successful a Trustee or Director will be asked to sign a statement of grant usage which will confirm that the grant will not be used to fund ineligible activities.

6.0 Principles for working together

6.1 The parties will work to the principles of the Health and Wellbeing Board (HWBB), which are:

- to improve the health and wellbeing of the citizens of Shropshire;
- to work collaboratively and consensually;
- to add value over and above our current arrangements to really tackle key priorities and delivery outcomes for our communities;
- to have genuine levels of trust and an open and honest willingness to work collaboratively;
- to develop creative and constructive challenge to ensure that the Board is always working to maximise its potential as partners;
- to be pro-active by developing collaborative working to deliver the HWB strategy, whilst maintaining appropriate flexibility to respond to issues as they arise;
- to have responsibility and accountability - to our members, our staff and our public.

7.0 Financial Agreement

7.1 In Shropshire statutory organisations are fully supportive of adopting and delivering Social Prescribing. To demonstrate this support, SCCG and SC will provide the following at a minimum:

- Social Prescribing Advisor Costs (1 FTE NHS Band 6 Advisor Lead + 3 Locality Advisors LG Grade 8)
- Advisor Management Costs (0.1 FTE Advisor Services Team Lead + 0.1 FTE Clinical Lead)
- Infrastructure Support (Hosting and Reporting Database (inc IG costs);
- GP Audit Software licensing; 0.5 FTE Admin support for GP workflow; 0.5 FTE IT support)

With pay inflation, the Public Health will fund the roles as described above as follows:

£208,174 year 1

£210,126 year 2

£212,118 year 3

£214,152 year 4

7.2 In addition, SCCG and SC will provide additional funding for the VCSE in years 2, 3 and 4, ensuring support for VCSE organisations to provide Social Prescribing activity in communities; the funding for this will be allocated from savings identified existing committed funds of the Better Care Fund. The amounts will be:

	CCG	Shropshire Council
Year 2	£25,000	£25,000
Year 3	£40,000	£40,000
Year 4	£50,000	£50,000

8. Additional Support from the statutory sector (monetary commissioning/ contributions may change)

8.1 As articulated in the description of the Shropshire model, the development of Social Prescribing relies on building on local programmes and drawing together service delivery. The health, care and VCSE and other stakeholders in Shropshire demonstrate their commitment to Social Prescribing by continuing to invest in:

- VCSE Prevention Grant/ Funding programmes (Shropshire Council) – with future programmes focussing on the outcomes of Social Prescribing
- Community and Care Coordinator (CCCs) programme (Shropshire CCG) – through paid staff employed by the GP practices or by local voluntary and community organisations, the CCCs provide a link for patients to community solutions and to Social Prescribing
- Community Enablement Team (Shropshire Council) – this team supports locality based working by developing local governance, supporting and connecting elected members to endorse developments in local areas, and working with local people, services, businesses, and the VCSE. They are able to take pressure off local services by supporting community based non clinical solution which links people into local resources, information and social activities.

9.0 Developing a Memorandum of Understanding

9.1 In accordance with the conditions of the Grant Fund the partners will develop a Memorandum of Understanding that sets out the detail of how partners will work together to deliver Social Prescribing in Shropshire and deliver the grant funding in accordance with the conditions of the grant.

10.0 Developing Information Governance Agreement

10.1 In accordance with the conditions of the Grant Fund, an Information Governance Agreement will be developed between partners/ signatories.

11.0 Developing a Risk Management Agreement

11.1 In accordance with the conditions of the Grant Fund, a Risk Management Agreement will be developed between partners/ signatories.

12.0 Equality and Diversity Statement

12.1. At all times all those individuals who must comply with this policy will be treated equally and without discrimination, regardless of age, disability, gender reassignment, marriage or civil partnership, maternity or pregnancy, race, religion or belief, sex and sexual orientation.

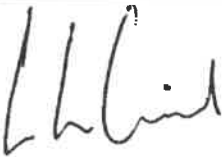
13.0 Governance of the Agreement

13.1 The Social Prescribing programme will be developed and governed through the Healthy Lives Steering Group, which will report to the Joint Commissioning Group (a subgroup of the Health and Wellbeing Board).

14.0 Signatures

Organisation	Signatory	Signature
Qube, Oswestry	Chief Officer, Oswestry Community Action, QUBE Laurel Roberts	
Shropshire Council	Tanya Miles as Deputy for Co-Chair, Joint Commissioning Group Andy Begley, Director Adult Services and Public Health, Director of Help2Change, Kevin Lewis	 
Shropshire CCG	Co-Chair, Joint Commissioning Group Julie Davies, Director Performance and Planning	

15. Endorsement Signatures

Clive Wright, Chief Executive, Shropshire Council	
Simon Freeman, Accountable Officer, Shropshire CCG	
Chris Child, Chief Officer Energize & Chair Shropshire VCSA	

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