



Item 4.2.3 (a)

**Note of Meeting  
Performance and Quality Sub-Group  
23 September 2016  
Waverley Court, Edinburgh  
10:00 am**

**Present:**

**Key Stakeholders**

Shulah Allan (Chair), Rob McCulloch-Graham (Chief Officer), Eleanor Cunningham (Strategy and Insight), Christine Farquhar (Citizen Member – Carer), Moira Pringle (Chief Finance Officer), Sandra Blake (Citizen Member – Carer), Yvonne Gannon (Strategy and Insight), Wendy Dale (Strategic Planning), Mike Houghton-Evans (Consultant), and Sarah Bryson (Strategic Planning Team).

**Apologies:** Ian McKay (GP/Clinical Director), Michelle Miller (Chief Social Work Officer), Maria Wilson (Chief Nurse), Katie McWilliam (Strategic Planning), Sheena Muir (Hospital Sites), Jon Ferrer (Quality Assurance), Jen Evans (Quality Assurance), Ian Brooke (EVOC), Carl Bickler (GP/PAC), Rene Rigby (Scottish Care), Kirsten Hey (Partnership/Union), Philip Brown (Strategy and Insight)

<b>Agenda Item No</b>	<b>Agenda Title / Subject / Source</b>	<b>Decision</b>	<b>Action Owner / Responsibility</b>	<b>For information</b>
1	Welcome	No changes.		
2.1	Declarations of Interest	None.		

3.1	Minute of 21 July 2016	To approve the minute of 21 July 2016 as a correct record.	<b>Laura Millar</b>	
3.2	Minute of 24 June 2016	To approve the amended minute of 24 June 2016 as a correct record.	<b>Laura Millar</b>	
3.3	Outstanding Actions	To note the Outstanding Actions.	<b>Laura Millar</b>	
3.4	Work Programme	To note the Work Programme.	<b>Laura Millar</b>	
3.5	Matters Arising	None.	<b>Laura Millar</b>	
4.1	Update on Care Inspection	<p>Details were provided on the actions underway in response to notification of the inspection of Older People's Services in Edinburgh. As one of the first inspections conducted on an IJB, and one of the first to be undertaken jointly by the Care Inspectorate and Healthcare Improvement Scotland, the inspection methodology continues to be under development with a focus on the new model implemented rather than historical problems.</p> <p><b>Decision</b></p> <p>1) To circulate the self assessment against the ten outcomes carried out in response to the inspection along with guidance and links to Rubrics.</p>	<b>Wendy Dale</b>	

		<p>2) To note the intention to arrange focus groups and conduct a staff survey to feed into the self-assessment.</p> <p>3) To note the report on the Inspection would be published in February 2017.</p> <p>4) To agree that the Inspection of Older People’s Services in Edinburgh would be included as a major agenda item in future meetings of the sub-group.</p>		
4.2	Rubrics – Working with Community Planning partnerships to tackle Inequalities	<p>The role of the sub-group within the IJB was discussed as well as the application of the Rubrics approach in relation to tackling inequalities, identification of key priorities and guidance on effective use.</p> <p><b>Decision</b></p> <p>1) To note officers were working alongside Community Planning and the Health Inequalities Steering Group to avoid duplication of effort.</p> <p>2) To review the rubrics to reflect the inequalities priority rather than achievement of specific actions contained within the Strategic Plan</p> <p>3) To note the need for clarity on what services should be provided where i.e. – many visits to GPs were from those seeking advice on social issues, link workers could be placed in surgeries to allow more joined up services.</p> <p>4) To note an action plan checklist was under development to give a view on both performance indicators and delivery of outcomes.</p>	<p><b>Wendy Dale</b> <b>Eleanor Cunningham</b></p>	

		<p>5) To note the intention to include valuable projects in the core budget, this would also allow grant funding to be directed toward investment in innovation to improve services.</p> <p>6) To note that rubrics are being developed for Primary Care and Long Term Conditions and to invite officers involved in inequality in these areas to the October meeting of the sub-group where work on the long term conditions rubrics will be presented.</p>		
4.3	23 National Indicators – Updated Results for the Care and Experience Survey indicators	<p>An update was provided on 9 indicators which are obtained from the bi-annual Health and Care Experience Survey</p> <p><b>Decision</b></p> <p>1) To note the officers were working together examine both Health and Social Care data and ensure cohesive results.</p> <p>2) To note data could now be filtered down to individual GP Surgeries</p> <p>3) To note a large-scale survey of those registered at GP Surgeries has allowed profiling by age, disability etc.</p>	<b>Eleanor Cunningham</b>	
4.4	SOURCE – Integrated Data on Health and Social Care in Edinburgh	<p>A demonstration of SOURCE and how this could potentially be used by Local Authorities was provided.</p> <p><b>Decision</b></p> <p>1) To request officers investigate a single agreement with all local authorities across Scotland to share data.</p>	<b>Eleanor Cunningham</b>	

		2) To request officers organise a half-day training session for the IJB Executive on SOURCE, its capabilities and areas to examine.		
	Date of next meeting	26 October 2016. Midlothian Suite, Midlothian Chambers.	<b>Laura Millar</b>	