



Item 3.1

Note of Meeting
Performance and Quality Sub-Group
22 March 2017
City Chambers, Edinburgh
1:00 pm

Present:

Key Stakeholders

Shulah Allan (Chair), Ian Brooke (EVOC), Philip Brown (Strategy and Insight), Sarah Bryson (Strategic Planning), Eleanor Cunningham (Strategy and Insight), Wendy Dale (Strategic Planning), Keith Dyer (Quality and Compliance Manager), Christine Farquhar (Citizen Member – Carer), Councillor Sandy Howat (Vice Chair), Alison Meiklejohn (PAG Representative), Rene Rigby (Scottish Care), Catherine Stewart (Strategy and Insight).

Apologies:

Carl Bickler(GP/PAC), Sandra Blake (Citizen Member – Carer), Jen Evans (Quality Assurance), Jon Ferrer (Quality Assurance), Yvonne Gannon (Strategy and Insight), Wanda Fairgrieve (Partnership/Union), Kirsten Hey (Partnership/Union), Rob McCulloch-Graham (Chief Officer), Maria McLgorm (Chief Nurse), Ian McKay (GP/Clinical Director), Peter McLoughlin (Strategic Programme Manager), Katie McWilliam (Strategic Planning) Michelle Miller (Chief Social Work Officer), Sheena Muir (Hospital Sites), Moira Pringle (Chief Finance Officer), David White (Strategic Planning and Quality Manager – Primary Care).

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

3.1	Minute of 25 January 2017	To approve the minute subject to the following amendment: Christine Farquhar declared a non financial interest in item 4.1 – <i>Care National Indicators for Integration – Carers Feeling Supported</i> as a director/trustee of Vocal.	Laura Millar	
3.2	Outstanding Actions	1) To note the Outstanding Actions. 2) To agree to close action 9 (part 1).	Laura Millar	
3.3	Work Programme	None.	Laura Millar/ Eleanor Cunningham	
3.4	Matters Arising	None.	Laura Millar	
3.5	Update on Inspection of Older People's Services in Edinburgh	Officers received feedback on the report which would remain embargoed until May. The improvement plan was under development, and would be shared alongside the report in due course. Decision 1) To note the update. 2) To circulate the report to the group when it is available.	Wendy Dale	
4.1	Results of the Survey and Discussion on the	A summary of the options, votes and comments was provided (attached as appendix 1). The group identified option 4 as the most suitable - <i>Establish Executive and Reference Groups, targeted work undertaken by a sub-</i>	Keith Dyer	

	Future of the Group	<p><i>group of the Reference Group feeding back to Executive.</i></p> <p>The logistics of how to engage with stakeholders, formalising links with strategic planning partnerships, identifying key topics and oversight of the improvement plan coming from the inspection was discussed.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note results and comments. 2) To agree to recommend option 4 for the future of the Group and to request the chair and vice chair discuss the proposed revisions with Councillor Henderson ahead of reporting to the IJB. 3) To circulate to the group, all the presentations received so far. 		
4.2	Selection of Key Indicators	<p>The aim of the indicators was to provide the group with data to allow identification of any issues and set standards or Social Care. The indicators were split into headings and further highlighted as having come from the 23 core integration indicators, a Social Care internal target or an MSG indicator.</p> <p>Some data was currently being collected from various sources or was already held by the NHS. The group discussed that the data does not necessarily measure quality of care.</p>	Wendy Dale/ Catherine Stewart	

		<p>Decision</p> <ol style="list-style-type: none"> 1) To note the indicators. 2) To invite suggestions from the group for additions or where topics could be merged. 3) To request a map identifying which officers are looking at each area. 		
4.3	Annual Performance Report	<p>The report aims to examine achievements throughout the year in relation to the plan and the resulting impact on priorities; it would be published at the end of July following agreement by the IJB in June. An update would be provided for the April meeting of the sub-group however timescales were tight as statistics for the full year run until 31 March.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note the update. 2) To circulate the 9 indicators and link to the Ayr report to the sub-group 	Wendy Dale	
	Date of next meeting	<p>26 April 2017</p> <p>European Room, City Chambers</p>	Laura Millar	

Appendix 1 - Doodle Poll Results – Options for the IJB Performance and Quality Sub-Group Future

Option	Number of Votes
1 - The meeting continues as it currently operates.	0
2 - The meeting is disbanded and the P&Q aspect is absorbed by one or more meetings already operating with a P&Q remit	1
3 – Establish an Executive Group (key agency staff) to hold an overview and feed into a larger Reference Group	4
4 - Establish Executive + Reference Groups, targeted work undertaken by a sub-group of the Reference Group feeding back to Executive	10

Comments...

I have selected option 4 however with reference to option 2, I am unclear what other meetings are referred to here - "absorbed by one or more meetings already operating with a quality/performance remit". Maybe the smaller short life groups/sub groups referred to in option 4 could utilise these groups where appropriate as well as taking members from the larger reference group.

I am aware of the start up of the performance board, and we need to be clear their and our remits. I chose option 4 as I think that is the best suggestion about actually making the meeting work. However I also chose option 2, if whatever changes we put in place now don't work within 6 months I think we have to strong enough to disband at that point.

I believe the sheer size and breadth of the group membership could actually act as an inhibitor to us being able to effectively agree priorities, scrutinise and offer assurance to the IJB. Smaller commissioned groups could focus in and deep dive issues in a much quicker and more efficient way, with clear and overarching accountability being held by a designated lead who would report back to the executive and reference groups.

My view is an overarching one with a focus on what we need to do to successfully integrate services effectively for and with our citizens - i.e. Christie. The key principles we need to focus on, a.s.a.p, are consultation, communication, strategic planning, co-production, workforce involvement, training and education, and a constant, light touch iteration of evaluation and improvement. To do this effectively Perf & Quality sit along side SPG and Commissioning, somewhere in the current "gap" between them.

The group needs more engagement from members so that they will be able to take part in challenging performance and other input. Many group members often appear to be passive recipients of information at present. We also need to enable ways to engage via members with the wider stakeholder group. Finally, now that the wider governance within the Partnership is clearer, we can be clearer about what content the P&Q subgroup needs to lead on.