



Minutes

Item 3.1

Edinburgh Integration Joint Board Strategic Planning Group

10.00am Friday 21 April 2017

City Chambers, High Street, Edinburgh

Present:

Members: Councillor Ricky Henderson (Convener), Colin Beck, Eleanor Cunningham, Wendy Dale, Christine Farquhar, Belinda Hacking, Stephanie-Anne Harris, Fanchea Kelly, Angus McCann, Peter McCormick, Michele Mulvaney, Moira Pringle and Rene Rigby.

Apologies: Graeme Henderson, Rob McCulloch-Graham and Ella Simpson.

1. Minute

The minute of the Edinburgh Integration Joint Board (EIJB) Strategic Planning Group of 31 March 2017 was submitted.

Decision

To approve the minute of the Edinburgh Integration Joint Board (EIJB) Strategic Planning Group of 31 March 2017 as a correct record.

2. Strategic Plan Focus Area Updates 2017/18

Wendy Dale provided an overview of the key areas of work to be taken forward in delivering the strategic Plan in 2017/18. A high-level summary of progress made in

delivering the actions set out in the Plan was submitted to provide context for the planned activity 2017/18.

Locality Working

Information was provided on progress made in 2016/17 towards establishing a new integrated structure that supported collaborative and flexible working in the four localities.

The Group felt it was imperative to capture what differences had been made and what opportunities had been taken since the inception of the Plan. The review was important in terms of reporting progress to the Integration Joint Board and providing the direction of travel for the next year.

There followed a general discussion and exchange of views and the following points were raised:

- Multi Agency Triage Teams (MATTs) had been working on a pilot basis and learning from this would be instrumental in informing the operational model for the Hubs going forward with a focus on avoiding unnecessary admission to hospital and reducing delays in accessing community based support.
- There were many positive outcomes reported in the updates but no indications of where planned progress had not been delivered – there must be areas where completion had not been achieved – this could be more appropriately reflected in the performance report
- Clear linkages needed to be made between the areas of focus updates and the performance report – it was important to highlight what differences had been made since the Plan’s inception
- Ongoing issues needed to be captured within the updates – structured delivery plans and timelines needed to focus on services people were receiving on a daily basis and any proposed changes implemented
- The impact of Welfare Reform should be included in the Plan

Decision

- 1) To note the timeline for delivery as follows:

Development Session – 28 April 2017

Performance Report published by 31 July 2017

Locality Improvement Plans – October 2017

- 2) To agree that the Plan should focus on the 6 strategic priorities including a contextual paragraph on each together with some of the challenges; a cover sheet to also be prepared for each document setting out its purpose and relationship with other plans and documents.
- 3) To agree to feedback comments on the Focus Area Updates to Wendy by the end of the following week.

(Reference – Strategic Plan Focus Area Updates 2017/18, submitted; Proposed Public Summary Document (tabled)

3. Future Operation of the Strategic Planning Group

The Group broke into two smaller groups to discuss the format, focus and effectiveness of the Strategic Planning Group going forward. The following comments were made:

Group 1	Group 2
How do you feel the format of the meetings has worked and would you like to see anything done differently?	
<ul style="list-style-type: none"> • Detailed, focused on specific points, easier to understand outcomes • Context is important, need to know what, by approving something, you are rejecting • Large membership, would it be better to split into smaller groups for discussion and feedback • Set up seems to be a hybrid between a Council committee and a discussion group • Nature, role, purpose and actions have changed since the Group's inception – needs to become more business like to make some hard decisions • Excellent chairmanship 	<ul style="list-style-type: none"> • Meetings run and chaired well – evident that everyone is given an equal voice and respect • Not sure about relationship with other IJB Groups, cycle of meetings – need to be clear reporting lines between Groups and IJB • Value in owning 6 strategic priorities • Should all Groups be working in the same way, same standards of inclusiveness to ensure feedback and connectivity • Need to formalise a system of reporting back Group's views to IJB • Induction for new members to facilitate early relationship building
Has the Group focused on the right things?	
<ul style="list-style-type: none"> • Need to focus and have more evidence and context for proposals ie. where have we been, where are we going now • Helpful to have a brief one page covering report attached to documents for consideration, setting out what actions/participation are needed by participants 	<ul style="list-style-type: none"> • How do we know strategy is working – we need feedback from the wider service providers regarding the next stage and moving forward • Need to focus on priorities and simplify relationships with other groups and IJB • Clarity about which group is leading to avoid duplication

<ul style="list-style-type: none"> • Performance Group should be reporting in to this Group to inform strategic plan content and discussion 	<ul style="list-style-type: none"> • Clarity of links between the sub-groups and their roles, expectations of group members
<p>Are there ways in which we could make the Group more effective?</p>	
<ul style="list-style-type: none"> • Clarify role of this Group to be sure that the actions in the Strategic Plan are adequate • Develop a web portal to get easy access to key documents • Overall vision for the Group needs to be 	<ul style="list-style-type: none"> • Clear lines of communication vital between Groups and with IJB • Need clarity about who is leading what • Need to simplify process focusing on priorities and relationships • Workshop on role of Advisory Groups

4. Date of Next Meeting

Friday 2 June 2017 @ 10:00am in the European Room, City Chambers, Edinburgh