



**Note of Meeting
Performance and Quality Sub-Group
28 June 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), Jennifer Evans (Edinburgh Health and Social Care Partnership), Christine Farquhar (Citizen Member – Carer), Maria McLgorm (Edinburgh Health and Social Care Partnership), Moira Pringle (Edinburgh Integration Joint Board), Rene Rigby (Scottish Care), Catherine Stewart (Strategy and Insight).

Apologies:

Sandra Blake (Independent Carer), Wendy Dale (Strategic Planning), Wanda Fairgrieve (Partnership/Union), Jon Ferrer (Quality Assurance), Katie McWilliam (Strategic Planning), Alison Meiklejohn (Professional Advisory Group), Michelle Miller (Chief Social Work Officer).

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 29 May 2017	To approve the minute as a correct record.	Laura Millar	
3.2	Outstanding Actions	1) To note the Outstanding Actions. 2) To agree to close actions 5, 9 and 11	Laura Millar	
3.3	Work Programme	Decision To note that a second member of the Professional Advisory Group would attend as a substitute if the substantive member was unavailable.	Laura Millar/ Eleanor Cunningham	
3.4	Update on the arrangements for the Sub-group	Decision To note that an update on the membership and remit of the Sub-group would be considered by the IJB in July 2017	Laura Millar	
3.5	Update on Inspection of Older People's Services in Edinburgh	This area was discussed under item 5.2 – <i>Improvement Plan in Response to the Joint Inspection of Services for Older People.</i>	Maria McIlgorm	
4.1	Integration Indicators – Report to the EIJB on 16	The Sub-group considered the summary where local authorities were asked to set objectives against 6 areas of activity as a means of measuring progress. Details of the proposed progress indicators and targets contained within	Eleanor Cunningham	

	June 2017	<p>the report were adopted by the EIJB. 4 out of the 6 targets would be monitored by the flowboard based on information pulled from SOURCE every 3 months.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note the report. 2) To note the Sub-group would be kept up to date on the progress against the targets and indicators. 		
5.1	Annual Performance Report – Current Draft	<p>The EIJB Performance and Quality Sub-Group were asked to critically evaluate the current draft of the report.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To request any cases studies or information on projects or initiatives suitable for inclusion in the report was sent to officers. 2) To note that as the document was intended for the public, this was intentionally short and the language plain. 3) To include clarification on what meant by “our” and “we” and more examples of works undertaken by specific organisations. 4) To include context i.e. localities working and its benefits, the housing situation in Edinburgh etc. 5) To ensure there was a balance of positive and negative case studies throughout and include examples of progress following implementation of initiatives by the 	<p>Eleanor Cunningham</p> <p>Catherine Stewart</p>	

		<p>EIJB.</p> <p>6) To circulate the infographics on the 23 national indicators for the Edinburgh Health and Social Care Partnership to the Sub-group.</p> <p>7) To note officers would take lessons learned following the process ahead of next year.</p>		
5.2	Improvement Plan in Response to the Joint Inspection of Services for Older People	<p>Members considered the IJB report which provided a response to the inspection of older people's services and set out mitigating actions. The group discussed their role overseeing the improvement plan, aiming to both scrutinise and provide reassurance.</p> <p>Decision</p> <p>To note the IJB decision that the Performance and Quality Sub-Group would be the main governance group for monitoring progress relating to the action plan and that the Chief Officer submit recommendations to the Joint Board as to which actions would be attributed to which sub-group.</p>	Maria McILgorm	
	Any Other Business	<p>Decision</p> <p>1) To note the IJB would appoint new elected members to the Sub-group at the July meeting.</p> <p>2) To request officers look at the Rubrics Report on Primary Care following concerns from the strategic plan before this was considered at the IJB</p>		

	Date of next meeting	Dates to be circulated upon agreement of new structure/remit.	Laura Millar	
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