



Minutes

Item 3.1

Edinburgh Integration Joint Board Strategic Planning Group

10.00am Friday 7 July 2017

City Chambers, High Street, Edinburgh

Present:

Members: Carolyn Hirst (Chair), Colin Beck, Sandra Blake, Ian Brooke (substituting for Ella Simpson) Eleanor Cunningham, Wendy Dale, Christine Farquhar, Dermot Gorman, Belinda Hacking, Stephanie-Anne Harris, Graeme Henderson, Angus McCann, Peter McCormick, Rob McCulloch-Graham and Rene Rigby.

Apologies: Councillor Ricky Henderson, Fanchea Kelly, Peter McCormick, Moira Pringle and Rene Rigby.

1. Minute

The minute of the Edinburgh Integration Joint Board (EIJB) Strategic Planning Group of 21 April 2017 was submitted.

Decision

To approve the minute of the Edinburgh Integration Joint Board (EIJB) Strategic Planning Group of 21 April 2017 as a correct record subject to Sandra Blake's apologies being added.

2. Role of the Strategic Planning Group

Wendy Dale provided details of the role of the Strategic Planning Group and the work undertaken looking at its remit, membership, relationship with other IJB sub-groups and

the formal interactions with the IJB. Additionally, a five-stage governance process outlining the approval and scrutiny route for items of business was detailed.

A role for the Strategic Planning Group as agreed by the IJB was outlined:

- Ensure robustness of detailed business cases and change plans to deliver the strategic plan
- Provide assurance on appropriateness of consultation and engagement and planning structures
- Forum for discussion on emerging themes and issues
- Oversee delivery of the strategic plan and collaborate on future iterations
- Assurance – e.g. Equality Duty

Following a general discussion, a number of issues were raised:

- How the Strategic Planning Group fits in with other groups and the sequencing of reports was key. It would also be beneficial for reports to highlight which groups the report had previously been considered by.
- There may be occasions where the Strategic Planning Group and the Performance and Quality Sub-Group could jointly meet to discuss and consider items of mutual interest.
- The Strategic Planning Group could have a key co-ordinating role with the detail on this being made more explicit.
- Further information was required on being a forum for emerging themes and issues as this could overwhelm the group.
- The five-stage governance process would begin immediately.
- The Strategic Planning Partnerships would play a key role in any governance arrangements but it was essential that they were focussed and were given key priorities.

Decision

To provide the Group with details of the chairs and membership of the strategic planning partnerships.

To produce a common remit to be adopted by all the strategic planning partnerships.

3. Priorities to Deliver the Strategic Plan in 2017/18 and Proposed Directions

Directions set out how delegated services should be delivered, their cost and the level of service required. The first set of directions were issued to the Chief Executives of the Council and NHS Lothian in March 2016 and the four Lothian IJBs are aiming to agree a set of directions in 2017/18.

A series of directions would be considered by the IJB in August 2017. There was the opportunity for the Strategic Planning Group to consider the directions at this meeting and in further detail at the July meeting.

Twenty-two priority areas for directions were highlighted including the details on its purpose and what it would cover.

The following questions were raised for discussion:

- Do the proposed areas to be covered by directions reflect priority areas of work required to deliver the strategic plan in 2017/18?
- Are there any gaps you would expect to see covered?
- Are there any areas that require greater clarification?

Following a general discussion, the following issues were raised:

- Directions can only be provided on areas that the IJB funds. It can influence outside the delegated functions but it cannot direct.
- A timescale was needed for the direction regarding palliative care.
- More practical emphasis was required on the direction on ICT to support integrated working.
- Discussion focused on elements that were not included in the directions or that were not given a greater emphasis. Many areas were included within the broad spectrum of the directions and the key consideration were the actions that resulted out of the directions. New directions can be issued at any time as important issues arise.

Decision

To note that a final proposed set of directions would be presented to the next Strategic Planning Group for recommendation to the IJB.

4. Responding to the Joint Inspection of Services for Older People – The Role of the Strategic Planning Group

The following recommendations from the joint inspection would be overseen by the Strategic Planning Group:

1	The partnership should improve its approach to engagement and consultation with stakeholders
9	The partnership should work with the local community and other stakeholders to develop and implement a cross-sector market facilitation strategy
10	The partnership should produce a revised and updated joint strategic commissioning plan

In discussion, the following issues were raised:

- There was concern that the inspection report did not reflect the efforts and experiences of staff. Rob McCulloch-Graham explained that in many areas performance was negatively affected by the issues with key processes.
- Staff across the health sector and those in the third sector had indicated a willingness to being involved in the improvement plan.
- There will be increased internal communications to staff which will aim to address some of the concerns raised.
- Timescales would be reported back to future meetings.
- It was essential that members of the Strategic Planning Group were provided with sufficient information to engage in discussion and make decisions. If members did not feel they were getting sufficient information, this should be highlighted to the Chair or officers.

Decision

- 1) To note that that:
 - a. Recommendation 1 – Wendy Dale would write to members seeking involvement in the engagement and participation strategy.
 - b. Recommendation 9 - Chris Whelan would be invited to present at the next meeting of the Strategic Planning Group
 - c. Recommendation 10 – This was linked to the continuing work on directions.
- 2) To explore how papers could be made available on the website or a central electronic location.

5. Agenda Forward Plan

A proposed forward plan for the next meeting was tabled. The aim would be for there to be a forward plan for the year ahead.

The agenda for July was already full and it was noted that the report on District Nursing was an update and could be deferred another meeting.

6. Date of Next Meeting

28 July 2017 at 10:00am in the European Room, City Chambers, Edinburgh