



**Note of Meeting
Performance and Quality Sub-Group
12 October 2017
City Chambers, Edinburgh
3:00 pm**

Present:

Key Stakeholders

Shulah Allan (Chair), Mike Ash (NHS Lothian and IJB), Sandra Blake (Independent Carer), Colin Briggs (NHS Lothian), Ian Brooke (EVOC), Eleanor Cunningham (Strategy and Insight), Wendy Dale (Strategic Planning), Jon Ferrer (Quality Assurance), Derek Howie (Councillor), Melanie Main (Councillor), Alison Meiklejohn (Professional Advisory Group),

Apologies:

Keith Dyer (Quality Assurance), Jennifer Evans (Quality Assurance), Rene Rigby (Scottish 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 30 August 2017	<ol style="list-style-type: none"> 1) To approve the minute as a correct record. 2) To note the presentation on the Flow Board would not be presented at this meeting and to request a report on the whole system dashboard. 	Laura Millar	
3.2	Outstanding Actions	<p>Decision</p> <ol style="list-style-type: none"> 1) To note the following updates: <ul style="list-style-type: none"> • Item 1 – Rubrics – report on rubrics in relation to long term conditions to be considered at the December meeting. • Item 3 – Assessing Health Inequalities Grants Allocation – The review of grants report would be considered by the IJB in November 2017. Performance in respect of internal and commissioned services is covered by the performance framework and Annual Performance Report. Recommendations on the monitoring and evaluation of grants will be developed through the review of grants agreed by the IJB in September 2017. • Item 4 – Care National Indicators for Integration – Carers Feeling Supported – To provide the group with a timescale for the carers strategy. To request an update on the strategy is reported to the group in January 2018. • Item 5 – Whole System Flow – Overview of Approach – To note the Flow Board has been suspended. A 	Laura Millar	

		<p>report on Whole System Flow including data and details on how this was collected would be considered by the group in November 2017.</p> <ul style="list-style-type: none"> • Item 6 – Service User Engagement and Feedback – An update on the ongoing work of the strategic planning group on engagement and planning would be presented to the group in January 2018. • Item 7 – Outstanding Actions – To note the report on the Whole System Dashboard would be reported to the group in November 2017. <p>2) To agree to close Items 2 and 8.</p> <p>3) To include expected completion dates for outstanding actions.</p> <p>4) To otherwise note the Outstanding Actions</p>		
3.3	Work Programme	<p>Decision</p> <p>To note the update.</p>	Laura Millar	
4.1	Overview of the New Planning and Performance Arrangements, and Implications for the Performance and Quality Sub-group	<p>Colin Briggs outlined the content of a ‘statement of intent’ drafted by the interim senior management team which will be presented at the IJB development session on 13 October. The statement proposes an overall focus on performance, quality and finance and a strategic focus on the development of outline strategic commissioning plans for disabilities, mental health, older people and primary care. The role of the</p>	Laura Millar	

		<p>sub-group in monitoring the performance of the plans in working towards targets was discussed.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note the update. 2) To request members email officers ahead of the November meeting with: <ul style="list-style-type: none"> • their views of the role of the Sub-group • what areas they think are important, what they would like measured and what to include in the commissioning plans. 3) To request officers examine a means for the sub-group to better communicate with strategic planning. 4) To request clarity on the performance data be considered by the sub-group. 5) To request officers provide clear targets for performance measures. 6) To note an update on Rubrics would be presented at the December 2017 meeting. 		
4.2	Joint Older People's Inspection	<p>A verbal update was provided on the revised action plan following the inspection. This was out for comment with the final report scheduled for consideration at the IJB in November 2017. The group discussed the necessity to see positive outcomes following any revisions to the plan and for this to be a shortened, more accessible document.</p>		

		<p>Decision</p> <ol style="list-style-type: none"> 1) To circulate the update on the Inspection which was considered at the IJB in September 2017 to the sub-group. 2) To request the recommendations for the revised plan were circulated to the group for comment ahead of consideration by the IJB. 3) To include the recommendation in the revised plan report to refer this to the sub-group in November 2017. 		
4.3	Performance Overview	<p>The report on the performance of the Edinburgh Partnership against other local authorities was considered. This was measured based on the core national integration indicators, local indicators and the “big 6”.</p> <p>The sub-group discussed the links between indicators and targets i.e. an increase in delayed discharge leading to more people dying in hospital. Measuring the data against common indicators allowed a better comparison with other Scottish local authorities.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note current performance. 2) To note that the performance framework was under review 3) To note that the local indicator set would be developed incrementally to respond to further emerging priorities. 		

		4) To request a report back to the sub-group which examined the performance of readmissions.		
	Next Meeting – 29 November 2017	<p>The next meeting would focus on:</p> <ul style="list-style-type: none"> • Joint Older People’s Inspection • Whole systems flow • Annual performance report - lessons learned 		