

Agenda Item No	Agenda Title / Subject / Source	Decision	Action Owner Responsibility	For information
3.1	Minute of 12 October 2017	To approve the minute as a correct record.	Lesley Birrell	
3.2	Outstanding Actions	<p>Decision</p> <p>1) To note the following updates: Action 1 – Rubrics - report on rubrics in relation to long term conditions to be considered at the meeting on 20 December 2017 Action 3 – Carers Feeling Supported – report to be considered at the meeting on 31 January 2018 Action 5 – Service User Engagement and Feedback – report to be considered at the meeting on 31 January 2018 Action 8 – Overview of the New Planning and Performance Arrangements – report to be considered at the meeting on 20 December 2017 Action 10 – Performance Overview – report to be considered at the meeting on 28 February 2018</p> <p>2) To agree to close the following items: Action 2 – Assessing Health Inequalities Grants Allocation</p>	Lesley Birrell	

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		<p>Action 4 – Whole System Flow – Overview of Approach</p> <p>Action 6 – Whole System Dashboard</p> <p>Action 7 – Briefing on Liberton Hospital and Gylemuir</p> <p>Action 9 – Joint Older People’s Inspection</p> <p>3) To update and rolling actions log and otherwise note the remaining outstanding actions.</p>		
4.1	Joint Older People’s Inspection – Improvement Plan – presentation by Keith Dyer, Quality Assurance Manager	<p>An update was provided on progress against the recommendations of the Care Inspectorate/Health Improvement Scotland’s report into the joint inspection of Edinburgh’s services for older people. A proposed revised improvement plan had been agreed by the Joint Board at their meeting on 17 November 2017.</p> <p>It was important to pull all the strands together into one improvement plan to provide assurance to the Care Inspectorate and Health Improvement Scotland that progress was being made. The Statement of Intent was scheduled to be reported to the Joint Board in December 2017.</p>		

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		<p>The Statement would propose 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.</p> <p>The Interim Chief Officer was in weekly contact with the Care Inspectorate to update on progress. Initial feedback was that the Inspectorates were pleased to see the level of insight from the Partnership and that good work had been done.</p> <p>The Group were encouraged to hear about the actions being undertaken but felt it would be useful to have an indication of when improvements and milestones would be able to be reported on together with any specific issues preventing progress being made and setting out “easy fixes” and other issues requiring more time and resources.</p> <p>Actions had been issued to all the workstream leads and progress reports for recommendations 1 (Engagement), 9 (Market shaping) and 10 (strategic commissioning plan) would be reported on to the Strategic Planning Group.</p>		

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		<p>In addition, draft outline strategic commissioning plans were being prepared for submission to the Strategic Planning Group in January 2018.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To recommend to the Audit & Risk Committee that they consider using the risk register as an overall performance tool to measure performance against Directions; this Group's role would be to scrutinise performance in specific areas where there were highest risks. 2) To note that it would be helpful in terms of future reporting to have a high level report (with links to further detailed information) and a GANT chart and to link the indicators to improvement outcomes. 		
4.2	Annual Performance Report Lessons Learned – presentation by Wendy Dale, Strategic Planning Manager	<p>An update was given on lessons learned arising from the annual performance reporting against the 9 outcomes and 23 core integration indicators.</p> <p>A clear project plan and performance framework for the Partnership needed to come back to this Group for a view before making recommendations to the Joint Board.</p>	<p>Wendy Dale Colin Briggs</p>	

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		<p>The expectation was that the Partnership would designate a lead officer to progress this.</p> <p>Decision</p> <p>To note that the Strategic Planning Manager and Interim Chief Strategy and Performance Manager would take forward this piece of work and report back on progress to this Group at their meeting on 31 January 2018.</p>		
4.3	Whole System Overview – Progress Update – presentation by Eleanor Cunningham, Strategy & Business Planning	<p>Progress was reported on the development of the dashboard providing an overview of the whole system. It was planned to include the Ministerial Strategic Group for Health and Community Care (MSG) “big 6” measures to ensure good access to the indicators required by the Scottish Government.</p> <p>The Group discussed how this would tie in with priorities and timescales and about how effective change in the “big 6” areas would be captured and reported. It was intended to engage the support of Health Improvement Scotland and implement a buddying system. Phase 2 development of the system included delayed discharges, packages of care, social care assessment flow and overview targets.</p>	Eleanor Cunningham	

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		<p>Decision</p> <p>To agree to monitor use of the proposed new system.</p>		
4.4	Performance Overview	<p>An update was given on two of the three sets of key indicators for health and social care, the MSG indicators and the set of local indicators.</p> <p>The core national integration indicators had not been updated since the last report.</p> <p>Work was underway to develop scrutiny of performance at locality level with the introduction of monthly performance meetings which would focus on performance, finance and quality.</p> <p>Decision</p> <ol style="list-style-type: none"> 1) To note the continued positive performance on unscheduled admission and occupied bed days in line with targets. 2) To note, with concern, continued delays and pressures in the community and the lack of improvement with delayed discharge levels. 3) To note the significant ongoing challenge of bringing about improvement. 	Eleanor Cunningham	

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		<p>4) To note that monthly scrutiny of performance in each locality would be introduced in the near future.</p> <p>5) To note that a report would be submitted to the IJB on 15 December 2017 setting out actions being taken through the Health and Social Care Improvement Plan and associated targets and timelines.</p>		
4.5	Developing a Performance Framework for the Edinburgh Health and Social Care Partnership	<p>A briefing paper was submitted setting out a proposed performance framework for the Edinburgh Health and Social Care Partnership.</p> <p>Proposed indicator sets were:</p> <p>Strategic priorities National indicators Local indicators</p> <p>All indicators would have clearly defined targets underpinned by clear plans for delivery or in the case of new indicators be used to establish a baseline. The indicators would be reviewed annually.</p> <p>Decision</p> <p>To submit a further update report on progress to the next meeting of the Group on 20 December 2017.</p>	Wendy Dale	

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5	Date of Next Meeting	Wednesday 20 December 2018 1pm to 3pm, Room C47, Waverley Court, 4 East Market Street, Edinburgh		