



# Minutes

## Edinburgh Integration Joint Board Futures Committee

**10.00am Monday, 21 October 2019**

Room 2.09 – Waverley Court

**Present:** Peter Murray (Chair), Councillor Ricky Henderson and Councillor Melanie Main.

**In attendance:** Eddie Balfour, Tony Duncan, Sam Ho, Angus McCann and Jay Sturgeon.

### 1. Terms of Reference

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The draft Terms of Reference for the Futures Committee were submitted.

There was discussion about the content of the terms of reference and amendments were agreed. The amended version of terms of reference will go back to the EIJB for approval at a future meeting.

There was agreement that changes to all EIJB committee terms of reference should be collated and returned to the EIJB at the same time.

It was noted that there was a requirement for the Futures Committee to provide an annual statement to the Audit and Assurance committee on the previous year's workplan; discussions were ongoing to decide the contents of the annual report to the Audit and Assurance Committee.

The committee agreed the need for an Allied Health Professional (AHP) on the committee.

### **Decision**

- 1) To remove point 4.5 from the terms of reference that states “The Chair of the Integration Joint Board and the Chief Officer shall not be members of the Committee, but they may be in attendance.”
- 2) To add the Chair of the EIJB to membership section.
- 3) To agree that a recommendation be made to ensure all changes to EIJB committee terms of reference will be collated and returned to EIJB at the same time.
- 4) To note that the Head of Strategic Planning would liaise with the Chief Finance Officer to understand the requirements of the annual report for the Audit and Assurance committee.
- 5) To seek a Allied Health Professional (AHP) to join the committee.
- 6) To include ‘Investment and Infrastructure’ under section 5, Specific Duties.  
(Reference – Terms of Reference, submitted.)

## 2. Annual Cycle of Business

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A paper was circulated on the Annual Cycle of Business. The Head of Strategic Planning noted that there was not much on the Annual Cycle of Business at this stage, but that it would evolve.

There was discussion about reaching out to academic institutions to engage with the committee on emerging concepts in health and social care across Scotland, the wider UK and internationally.

### **Decision**

- 1) To note the update.
- 2) To create a grouping for “outreach to academic research”.

## 3. Long Term Strategy Proposal and Transformation Programme Update

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The Head of Strategic Planning provided a presentation on a Long Term Strategy Proposal and an update on the status of the Transformation Programme.

There was concern raised with regards to capacity in the Partnership to support the Futures Committee in the short to medium term and, as a consequence, the ability of the Futures Committee to deliver against its Terms of Reference. The Head of Strategic Planning outlined proposed changes to the existing structure which would alleviate these concerns, but that it would take time to complete the formal process.

There was a discussion on the benefit the EIJB might gain from a briefing on the flow in relation to hospital waiting lists.

There was discussion on whether the Strategic Planning Group (SPG) might find it helpful to receive the minute of the Futures Committee.

**Decision**

- 1) To note the presentation.
- 2) To agree that the Head of Strategic Planning would bring initial thoughts on a Longer Term Strategy to the next committee.
- 3) To share the Futures Committee minutes with the SPG to note.

#### **4. Defining Relationship with EIJB Strategic Planning Group and Pan Lothian Strategic Planning Group**

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A brief discussion took place on the relationship with the SPG. The committee discussed the need to confirm planning horizons between the two committees.

**Decision**

- 1) To note the discussion.
- 2) Chairs of both committees to discuss the planning horizons and interface.

#### **5. Shaping Health Futures Report**

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A report on Shaping Health Futures was submitted. The Chair indicated that there were sections in the report that would be relevant and link in with the Futures Committee work. There was a view to collaborate with other health boards across the nation.

**Decision**

- 1) To note the report.
- 2) To agree to explore the areas within the contents page of the report, specifically the contents under “long term changes” section to assist in shaping the committee future work plans.

#### **6. AOB**

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It was suggested to have a shared network for reports and documents of interest to be accessed by all committee members. The committee noted that a new Partnership website was being created and would be live in the near future.

**Decision**

- 1) To consider a location on the new website for committee members to access relevant documentation.

## 7. Date of Next Meeting

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To note that the date and location of the next Futures Committee was Monday, 9 December 2019, 10am to 12pm, venue to be confirmed.