

# Minute

## IJB Performance and Delivery Committee

**10.00am, Wednesday 2 March 2022**

Microsoft Teams

**Voting Members:**

Councillor Melanie Main (Chair) and Richard Williams

**Non-Voting Members:**

Colin Beck

**In Attendance:**

Matthew Brass (Clerk)

Ian Brooke (EVOG)

Philip Brown (Data Performance & Business Planning, CEC)

Tony Duncan (Head of Strategic Planning, EHSCP)

Helen Elder (Executive Management Support, EHSCP)

Sebastian Fischer (VOCAL)

Deborah Mackle (EHSCP Locality Manager, South West)

Ruth MacLennan (Care for Carers)

Madeline Martin (Edinburgh Carer Support Team Manager)

Susan McMillan (Performance and Evaluation Manager)

Katie McWilliam (Strategic Planning and Quality Manager, EHSCP)

Kyle Oram (PCO – Carers – EHSCP)

Moira Pringle (Chief Finance Officer, IJB)

Kellie Smith (Programme Manager, EHSCP)

**Apologies:** Siddharthan Chandran, Councillor Phil Doggart, Helen Fitzgerald and Ruth Hendery.

The decision was made to continue with the meeting despite being inquorate and present the decisions made on reports within the minute at the next meeting for approval.

## 1. Carers Strategy Performance and Evaluation Year One Report

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Detail on the performance and delivery of the Carers Strategy was presented to the Committee. The report plotted the performance against the Key Performance Indicators associated with delivering the six priority areas of the Strategy.

Initial concerns were raised on the reporting timeline and what period was covered in the report. It was clarified that – although contributions have been made since 2019 – the Strategy started in August 2021 after being fully ratified. The report covered January to December 2021, when most evaluative exercises had been undertaken. Moving forward, the current Strategy would be complete in 2022, with a revised version being developed to cover 2022-2025 that would be presented to P&D in due course. Within this new Strategy, intentions were made to include the financial impacts known at the time of drafting, as well as reflecting on the previous strategy and including lessons learnt. Members noted that the date for the next Carers Strategy report would be included within the Annual Cycle of Business.

The successes of the Strategy over the past year were highlighted and members were encouraged by the processes and procedures that had been implemented through the pandemic, however, it was noted that now was the time to move forward and begin to focus on operation and outcome measures.

Moving forward, members were assured that further underspend would be reallocated within other areas of the Strategy as had occurred previously, and efforts were being made to broaden the performance framework to include wider organisations out with the current contracted providers to further-develop the Strategy.

### **Decision**

To consider the Carers Strategy report covering January 2021 – December 2021 and the first part of the current financial year.

To present a revised version of the report to the next Performance and Delivery Committee meeting for Committee approval prior to referring to the Edinburgh Integration Joint Board.

(Reference – Report by the Service Director – Strategic Planning, EHSCP, submitted)

## 2. Minute

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The minute of the Performance and Delivery Committee from 24 November 2021 was presented for approval as a correct record, and any matters arising.

### **Decision**

To approve the minute as a correct record.

### **3. Annual Cycle of Business**

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The Annual Cycle of Business updated to March 2022 was presented to Committee. The Programme was presented with a covering report which highlighted the changes made since the last Committee meeting, as per an Internal Audit recommendation.

#### **Decision**

To agree the updated annual cycle of business attached as an appendix.

(Reference – Annual Cycle of Business, submitted).

### **4. Rolling Actions Log**

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The Rolling Actions Log updated for this meeting were submitted.

#### **Decision**

1) To agree to close the following actions:

- Action 1 – NHS Lothian Financial Overview – Acute Delegated Services.
- Action 4.1 & 4.2 – Performance Update

To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted).

### **4. Terms of Reference**

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The Terms of Reference (ToRs) were presented to the Committee for review. The ToRs are required to be reviewed annually, with any revisions referred to the EIJB for formal approval.

#### **Decision**

- 1) To review and agree the Terms of Reference subject to amending the number of voting members to four from two as stated in paragraph 4.1.
- 2) To agree to circulate the revised ToRs round all committee members for comments prior to its referral to the EIJB.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

### **5. Performance Report**

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An overview of the activity and performance of the Edinburgh Health and Social Care Partnership (EHSCP) was presented to the Committee. Alongside the data, the paper presented proposed additional resources to help support the existing performance and evaluation priorities moving forward.

Members were encouraged of the plans to expand the resource to help develop a performance framework to support the new strategic plan. This would also allow further work to be done to understand the background to some of the data presented through regular performance reporting, which members noted was difficult to

comprehend when just presented with graphs and tables and no explanatory information.

Concerns were raised on the data surrounding Self-Directed Support (SDS) with a graph showing a reduction of around 25% of people using Direct Payments (DP) or Individual Service Funds (ISF). It was agreed that a deep dive into the data and performance around SDS would be presented at a future Committee meeting to further explore this issue.

### **Decision**

- 1) To consider the performance of the Partnership as detailed in the report and appendices.
- 2) To agree to present a report on the performance and delivery of Self-Directed Support at a future Committee meeting, with the date to be confirmed and in-line with a similar report going to the Clinical and Care Governance Committee in June.

Note - The date would be added to the 'expected completion date' in the RAL once confirmed.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

## **6. EIJB Annual Performance Report 2021-2022**

The timeline and proposed content framework for the EIJB Annual Performance Report (APR) for 2021-22 was presented to Committee. The proposed content of the APR reflected that of the 2020-21 Report, which allowed for pandemic response, progress against the strategic plan and the performance against national indicators to be included.

### **Decision**

- 1) To note the timeline for production of the APR 2021-22.
- 2) To confirm the proposed content framework for the APR 2021-22.

(Reference – Report by the Service Director, Strategic Planning, EHSCP, submitted)

## **7. Set-Aside**

An update was provided on the approach taken on the Set-Aside report to be presented at the next Committee meeting. The presentation gave an overview of the acute budget structure, the financial position and the financial forward planning for the service area. It was agreed to circulate the slideshow to all members in advance of the next committee meeting.

### **Decision**

To note the update.

## **8. Savings and Recovery Programme (SRP) Update**

An update on the Savings and Recovery programme was provided for noting. The report had been deferred from the January Committee meeting as a result of that meeting being suspended.

**Decision**

To note the current position of the 2021/22 Savings and Recovery Programme.

(Reference – Report by the Chief Finance Officer, EIJB, submitted)

**9. Date of Next Meeting**

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Wednesday, 6 April 2022.