



REVIEW OF STRATEGIC PLANNING GROUP - UPDATE MARCH 2017

Aim

- 1.1 The aim of this report is to update the Integration Joint Board (IJB) on the recent review of the role, function and remit of the Strategic Planning Group (SPG).

Background

- 2.1 The Public Bodies (Joint Working) (Scotland) Act 2014 clearly states that the SPG is required to act as an advisory committee to the IJB. As such a SPG was established in the Scottish Borders in April 2016 with the primary function of supporting the IJB to develop the Strategic Plan and set local objectives for the Partnership. In line with Scottish Government guidance membership of the group was representative of all key stakeholders including service users, carers and representatives from localities.
- 2.2 Since the SPG was established, and the Strategic Plan was published, the focus of the group has become unclear and frequency of meetings and attendance has declined. Guidance from the Scottish Government regarding the role and remit of the group does not clarify the role beyond supporting the development of the Partnership's Strategic Plan.
- 2.3 The decision was taken in January 2017 to review the role, function and membership of the SPG with a view to revitalising meetings and ensuring that members of the group were clear regarding the importance of their role in terms of supporting the IJB going forward.

Update

- 3.1 Two meetings of the SPG have taken place since January 2017 and the focus of meetings has been to review the Terms of Reference of the group as well as the membership. A revised Terms of Reference and membership list can be seen in **Appendix One**. It has been recognised that if the group is to fulfil its advisory role to the IJB the timing and frequency of meetings require to be aligned to IJB meetings to ensure that SPG members have the opportunity to comment on all reports being presented to the IJB. Dates for SPG meetings for 2017 have now been confirmed in line with IJB meetings.
- 3.2 The Chief Officer for Integration and the Strategic Planning and Development Manager for the Partnership have met with the Scottish Government Policy Lead for Strategic Commissioning to discuss the revised Terms of Reference and membership list for the SPG. Reassurance has been given that the revisions made regarding the role, function and membership of the SPG in the Scottish Borders are in line with Scottish Governments expectations of the group. The importance of the

role of the SPG to act not only as an advisory group to the IJB but as a forum for ongoing consultation and community engagement in relation to the Partnerships plans for change and transformation has been highlighted.

- 3.3 A development session for SPG members, facilitated by the Scottish Government Policy Lead for Strategic Commissioning, is planned for 15 May 2017. The aim of this session is to provide SPG members with the opportunity to explore the revitalised role and function of the SPG and understand the importance of their advisory and consultative role.

Recommendation

The Health & Social Care Integration Joint Board is asked to **note** the progress made in reviewing the role, function and membership of the SPG.

The Health & Social Care Integration Joint Board is asked to **endorse** the revised Terms of Reference.

Policy/Strategy Implications	
Consultation	
Risk Assessment	
Compliance with requirements on Equality and Diversity	
Resource/Staffing Implications	

Approved by

Name	Designation	Name	Designation
Elaine Torrance	Chief Officer for Integration		

Author(s)

Name	Designation	Name	Designation
Jane Robertson	Strategic Planning and Development Manager		

Appendix One**Strategic Planning Group – Terms of Reference****Background**

The Integration of Health and Social Care is the Scottish Government's ambitious programme of reform to improve services for people who use health and social care services. Underpinned by the Public Bodies (Joint Working) (Scotland) Act 2014, it aims to ensure that health and social care provision across Scotland is joined-up and seamless, especially for people with long term conditions and disabilities, many of whom are older people.

Integration will see NHS Borders, Scottish Borders Council and the Third and Independent sectors work together to deliver services which focus around the needs of the person, their Carers and family members. The key aims of integration are:

- To improve the quality and consistency of services for patients, carers, service users and their families;
- To provide seamless, integrated, quality health and social care services in order to care for people in their homes, or a homely setting, where it is safe to do so;
- To ensure resources are used effectively and efficiently to deliver services that meet the needs of the increasing number of people with long term conditions and often complex needs, many of whom are older.

Strategic Planning Group (SPG)

The Strategic Planning Group acts as an advisory committee to the Integration Joint Board (IJB). The role of the SPG is to identify and raise issues that may impact on the delivery of the local objectives set out in the Strategic Plan and against the agreed national outcomes. The group provides a forum for initial consultation and community engagement.

Members will be expected to:

- Act in an advisory capacity to the IJB;
- Represent their sector or professional area;
- Comment on and contribute to Partnership change programmes;
- Ensure the interests of the five localities are represented;
- Contribute to any formal updates of the Strategic Plan.

Membership

The membership of the SPG is given in Appendix 1. Should the group identify that other stakeholders or partners would add value then appropriate representatives will be invited to attend. Attendees are there to support the Strategic Planning Group.

Frequency of Meetings

Meetings will be aligned to Integration Joint Board meetings.

Quorum

No business shall be transacted at a Strategic Planning Group meeting unless there are present the Chair and at least 6 Members of the Strategic Planning Group.

Members of the Strategic Planning Group

Prescribed Group/Title	Role	Name and Deputy
Health Professional	Chair of Area Clinical Forum	Anne Livingstone Deputy: ACF Committee Member
GP	GP Sub-Committee Representative	Tim Young Deputy: tbc
User of Health Care	Representative from NHS Public Participation Network	Caroline Green Deputy: tbc by Susan Hogg
Carers of Users of Health Care	Manager, Borders Carers Centre	Lynn Gallacher Deputy: Linda Jackson
Social Care Professional	Chief Officer for Social Care Group Manager, Social Care and Health	Murray Leys Deputy: Gwyneth Johnstone
Users of Social Care	Co-ordinator, Borders Voluntary Care Voice	Jenny Smith Deputy: Kathleen Travers
Carers of Users of Social Care	Manager, Borders Carers Centre	Lynn Gallacher Deputy: Linda Jackson
Commercial Providers of Social Care	Local integration Lead, Scottish Care	Margaret McGowan Deputy: Margaret McKeith
Statutory Housing Authority	Housing Strategy Manager, SBC	Gerry Begg Deputy: Donna Bogdanovic
Non-Commercial Social Housing Providers	Director of Housing and Care Services, Eildon Housing Association	Amanda Miller Deputy: tbc
Third Sector Bodies whose activities relate to Health and Social Care	Executive Officer, The Bridge	Morag Walker Deputy: tbc
Staff Representative SBC	Staff Officer, SBC	David Bell
Staff Representative NHS Borders	Mental Health and Learning Disability Services Partnership Chair	Shirley Burrell
Non-Commercial/Not for Profit Providers of Health Care	Marie Curie	tbc
Non-Commercial Providers of Social Care	Operations Director SB Cares	Lynne Crombie Deputy: tbc
Integration Joint Board (IJB) Member	IJB Member	tbc Deputy: tbc
Interim Chief Officer for Health & Social Care	Chair SPG	Elaine Torrance Deputy: Murray Leys
Strategic Planning & Development Manager	Locality Co-ordinators' Manager	Jane Robertson Deputy: tbc
Community Council Network	Community Councillor	Colin McGrath Deputy: tbc

In attendance

Tim Patterson	Joint Director of Public Health
Paul McMenamin	Interim Chief Financial Officer for Integrated Joint Board
Alasdair Pattinson	General Manager Primary & Community Services NHS Borders
Steph Errington	Head of Performance and Planning NHS Borders
Gillian Young	Function Manager, Business Management
Julie Watson	Organisational Design & Change Business Partner