

**Meeting of Strategic Planning Group
24 November 2015
Committee Room 2, Scottish Borders Council Headquarters**

Minute

Attendees (SPG Member): David Bell, M McGowan, Fiona Morrison, Amanda Miller, Bob Howarth

Also in attendance: Clare Malster, Carin Pettersson, Sandra Campbell (Chair in Susan Manion's absence), Julie Kidd (Minutes in Suzanne Hislop's absence)

		Action
1.	Apologies: Susan Manion (Chair), Eric Baijal, Suzanne Hislop, Shirley Burrell, Jane Douglas, Tim Young, Elaine Torrance, Morag Walker	
2.	Minutes of the previous meeting As too few SPG members were present for the meeting to be quorate, the minutes of the previous meeting (14 October 2015) were not reviewed for accuracy nor signed off – carry forward to next meeting.	
3.	Matters Arising There were no matters arising.	

4	<p>Second Draft of Strategic Plan Update</p> <p>The group discussed the Strategic Plan Highlight Report. JK noted that the Plan as it stands is not representative of all Service/Strategy areas that come under the H&SC Partnership's responsibility and that she had sought input from the Strategic Planning Managers group to help rectify the imbalance. She had also attended Susan's weekly Health and Social Care Management Team meetings, the Strategic Planning Project Board (23rd November) and now this SPG, to relay the same message. She noted that Housing colleagues in Cathie Fancy's team were working to provide at least a brief contribution (which will likely cross-reference the Housing Contribution Statement that they are preparing). However, other areas are still absent from the Plan other than as part of a list of services that are integrating. Those round the table agreed that they would help source and provide material for inclusion in the Plan, and help to publicise it to others.</p>	All
5	<p>Integrated Care Fund (ICF) update</p> <ul style="list-style-type: none"> • BH gave an update on the ICF Programme, noting that he is currently in a "caretaker" role before a new Project Manager is appointed. He tabled:- <ul style="list-style-type: none"> ○ An ICF Highlight report; ○ The list of 18 projects submitted (a subset of which are approved); ○ An outline of the current financial position. • It was noted that there is a possibility of the names given to the projects in the ICF list may differ from the way the same projects are described in the current draft strategic plan. This is because the wording in the Strategic Plan was "simplified" and this may have inadvertently resulted in projects being given varying names. Agreed that the names on the ICF list will be cross-checked against those on the Plan for consistency. BH agreed to send electronic copies of the tabled documents for circulation to all. • In relation to potential ICF projects involving voluntary/3rd sector (and indeed more widely), the group noted that there were challenges to successfully engaging with the voluntary/3rd sector and trying to improve the communication links (we currently use the same email/distribution list each time). All SPG members present took an action to this about what more could be done (and how) to develop closer communication links. • A suggestion was made about perhaps having an ICF information event regarding some of the projects already in progress. It was agreed that this would be referred to Susan Manion for a view. 	<p>BH</p> <p>All</p> <p>SC -> SM</p>

	for all members of the SPG group to be emailed to all others.	
8	AOCB <ul style="list-style-type: none">• None noted.	
9	Date and time of next meeting: 13 January 11.00am – 12.30pm	