





Scottish Borders  
Health and Social Care  
PARTNERSHIP

**Meeting of the Strategic Planning Group  
2.00pm to 3.30pm on 9 February 2016  
Ruberslaw Room, Tweed Horizons**

**Minute**

**Attendees:** Susan Manion (Chair), Eric Baijal, Carin Pettersson, Tim Patterson, Tim Young, David Bell, Clare Malster, Jenny Miller, Dr Peter Symms, Sandra Campbell, Linda Jackson, Karen McNicoll, Clare Richards, Bob Howarth, Amanda Miller, Jenny Miller, Suzanne Hislop (Minutes)

1.	<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>The Chair welcomed members and emphasised the need to clarify proposals on how the group both link into and raise awareness among the wider community. The way in which the group gives messages to the IJB needs to also be given thought and a more formal process considered to allow the group to fulfil its original intention. The Chair proposed a development session for this group with a separate session for the IJB where the Commissioning and Implementation Plan, Integrated Care Fund and performance monitoring/draft performance framework can also be discussed.</li> </ul>	<b>Action SC/SH</b>
2.	<p><b>Apologies:</b> Margaret McGowan, Jane Douglas, Steph Errington, Fiona Morrison, Elaine Torrance, Alasdair Pattinson, Morag Walker</p>	
3.	<p><b>Minutes of the previous meeting</b></p> <ul style="list-style-type: none"> <li>The minutes of the previous meeting of 13 January were accepted as a true record.</li> </ul> <p> SPG Minutes 13 January 2016.doc</p> <ul style="list-style-type: none"> <li>The group went through the actions arising from the last minute and updated the action tracker.</li> </ul> <p> Action MASTER Action Tracker SPG.dc</p>	
4.	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>It was agreed that clear differentiation between people who are in attendance and those who are present was required. This is to be</li> </ul>	<b>ACTION EB/SH</b>

	<p>clarified and reflected in the minutes of the next meeting of the group.</p> <ul style="list-style-type: none"> <li>• There was discussion around how the Strategic Planning Group interacts with the Integrated Joint Board and the wider projects that exist and link into the key themes of the IJB. Governance arrangements were also discussed. LJ suggested that a diagram clarifying the governance arrangements would be useful. SC is currently working on this and it will be available soon. It was agreed that the development session would be an appropriate forum to explore these issues more fully.</li> </ul> <p><u>SPG term of Reference:</u></p> <ul style="list-style-type: none"> <li>• EB gave a brief overview of the draft Terms of Reference including the role of the SPG in terms of stakeholder engagement.</li> <li>• EB explained that he was looking to the group to endorse the Term of Reference paper subject to the membership being clarified as discussed and the aforementioned development session being arranged.</li> <li>• KM highlighted that AHP's were not included on the list of services being brought together. The Chair suggested that the list was not helpful and it was agreed to instead refer to the Scheme of Integration. The Terms of Reference are to be adjusted as discussed and will now cross reference other documents rather than trying to list separate services.</li> </ul>	<b>ACTION EB</b>
5.	<p><b>Feedback from Integrated Joint Board Meeting 1 February 2016</b></p> <ul style="list-style-type: none"> <li>• Integrated Joint Board members were pleased with the Strategic Plan which is to go to the meeting being held on 7 March for final signed off.</li> <li>• The Chair highlighted the clarity of the documents journey, with the IJB having had sight of the extensive engagement work undertaken. This has been thorough, imaginative and well attended and the Chair acknowledge thanks to those involved including CP, CM and JK.</li> <li>• It has been acknowledged that we need to have a Commissioning Plan for the coming year with the role of the IJB to issue instructions on how services will be delivered in the future. We acknowledge all of the services that are part of the Strategic Plan, however there are the things that we want to be focusing on in the coming year. The Commissioning and Implementation Plan will go to the IJB in April along with draft performance monitoring proposals.</li> <li>• The Commissioning and Implementation Plan will take into consideration the money coming down to the Integrated Care Fund.</li> <li>• The new social care fund of 5.7 million for Scottish Borders (£250million for Scotland as a whole) was discussed. The Chair explained that the expectation was that a significant amount would be used to alleviate pressures in social care. We have to identify how we want to shape it but are conscious that there are expectations around the use of this fund.</li> <li>• TP asked if the SPG could influence the IJB decision making process and ask for the allocation of some of these funds for practise development around the elderly.</li> <li>• TY suggested that it was not ideally about giving more money to practises but what services can be provided for practises.</li> </ul>	

	<ul style="list-style-type: none"> <li>• EB highlighted that the work of planning has to be done elsewhere as this is an advisory group. We have to invest in where we are going to get the maximum input for our services</li> <li>• The Chair supported the comments made by EB and highlighted that the SPG are making recommendations to the IJB about use of total resource in the terms of the Strategic Plan, with reducing admissions one of the elements where we can work with GP colleagues.</li> <li>• TY asked how ideas could be put forward and the Chair explained that we are aiming for a big shift with some major pieces of work and ideas can potentially be taken there and fed into what is already happening. JM pointed out the difficulty in moving forward until the commissioning plan is finalised.</li> <li>• EB stated that TY had summarised 3 big issues that are fundamental to the commissioning plan: <ul style="list-style-type: none"> <li>○ Anticipatory Care.</li> <li>○ Avoidable Emergency hospital admissions.</li> <li>○ Delayed discharge.</li> </ul> </li> <li>• EB added a fourth issue of health and wellbeing to the aforementioned list and emphasised the importance of tackling health inequalities outwith the care system.</li> <li>• LJ suggested that the Carers Centre would be in an ideal position to help to address these issues and the Chair explained that there was recognition that this is not just about the work of the council and the health board.</li> <li>• LJ explained that Carers are coming up against difficulties including confidentiality which can become a barrier to effective communication.</li> <li>• TY suggested that putting a huge amount of resources into small minority of those with greatest need was not going to be most effective use of resources, as this was not going to prevent hospital admissions.</li> <li>• It was suggested that we look at the uniqueness of the Scottish Borders and at local people doing different things which are not just evidence based and explore ideas at community level for some quick wins. The Chair agreed that we all want quick wins but we have to be mindful that this is 3 year plan and is a long game.</li> <li>• There was further discussion around the priorities of the IJB and the Chair explained that it is for the IJB to decide on their priorities and for this group to advise.</li> <li>• It was agreed that at the planned development session the group will look at/ ratify the Commissioning Plan before it goes to the IJB in April. DB highlighted that the group has to be mindful of the submission dates for the IJB. SC to speak with those currently working on this and seek their agreement that the document will be ready to be brought to development session.</li> <li>• EB highlighted the concerns of the Chair of the IJB about attendance at SPG meetings. TY suggested that this comes back to members having clarity on their role within the group and this was another reason why a development session would be useful.</li> </ul> <p><u>ICF Update Paper:</u></p> <ul style="list-style-type: none"> <li>• BH provided an overview of the ICF update paper presented to the IJB and highlighted appendix three as of particular interest to the group as it shows the existing arrangements from approval.</li> </ul>	<b>ACTION SC</b>
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	<ul style="list-style-type: none"> <li>• The intention of the report was to note the progress to date and highlight the existing layers of governance.</li> <li>• KM asked if there had been any emerging themes around projects that haven't been funded and any learning from things that haven't progressed through the several layers of governance. BH agreed that there were lessons to be learned with the governance. Time had however been spent looking at the interconnectivity of projects. Several bids had been around the houses and were coming to the ICF as a last resort which is not acceptable. Also issue of people submitting project ideas and then failing to develop or progress these further.</li> <li>• JM asked if there was a position statement regarding no more unsolicited applications and if so that must be communicated to the Third Sector.</li> <li>• The Chair explained that it is about how we have those conversations and take forward those discussions before we get to that point.</li> <li>• DB noted that posts had been taken for approval and highlighted previous IJB concerns that this gives you a quick win but long term sustainability becomes an issue. The Chair explained that the reality is that we haven't had the people to put the proposal together and develop these. The Autism Co-ordinator for example is about how we progress the autism strategy. The Chair explained that the processes around ICF governance arrangements will be looked at in light of the recent Audit Scotland Report.</li> </ul>	
6.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• CP requested that a winner of the competition that ran during the consultation/engagement period be selected. CP asked for a random number between 1 and 219 to be chosen so that a winner of the iPad prize may be identified. Entry number 177 was selected.</li> </ul>	
7.	<p><b>Date and time of next meeting:</b></p> <p><b>The date of the next meeting was given as 8 March from 2.00pm to 3.30pm in Committee Room 2</b></p>	