

Edinburgh Shadow Health and Social Care Partnership

Minutes of a meeting held on 12 June 2015 at the Edinburgh Training and Conference Venue, St Mary's Street, Edinburgh

Present: George Walker (Chair), Councillor Ricky Henderson (Vice Chair), Councillor Elaine Aitken, Shulah Allan, Kay Blair, Dr Carl Bickler, Christine Farquhar, Councillor Joan Griffiths, Kirsten Hey, Councillor Sandy Howat, Beverley Marshall, Michelle Miller, Ella Simpson, Councillor Norman Work

In attendance: Jane Auld (minutes) Sue Bruce, Wendy Dale, Tim Davison, Melanie Johnson, Craig Marriott, Alex McMahon, Tim Montgomery, David White

Apologies: Sandra Blake, Monica Boyle, Lynda Cowie, Wanda Fairgrieve, Alex Joyce, Angus McCann, Gordon Scott

There were no declarations of interests.

No.	Item	Discussion/decision	Lead officer(s)	Timescale
1.	Matters arising from the minutes of 15 May 2015 <ul style="list-style-type: none"> <i>Director of Health and Social Care</i> 	<p>The Chair introduced the Chief Executives of the City of Edinburgh Council and NHS Lothian, Sue Bruce and Tim Davison respectively. Sue referred to the very complex and challenging context around health and social care and resource management, and acknowledged the hard work undertaken by the Director. Despite this, it had been agreed that the management arrangements for Health and Social Care needed to change and action was in hand to address this.</p> <p>Tim emphasised the need to make rapid progress. Discussions with the Scottish Government around the particular challenges facing Edinburgh will continue. He noted that health and social care, particularly in Edinburgh, was in a particularly difficult position,</p>		

	<ul style="list-style-type: none">• <i>Protocol for appointing Chief Officer</i>	<p>especially in relation to capacity in both the market and in primary care. Difficulties are also manifesting in secondary care. Tim noted that he was aware of many excellent ideas in Edinburgh that could be implemented quickly and with measured risk-taking. He encouraged members to make connections with the Shadow partnerships in East, West and Midlothian where similar models appeared to be working more effectively.</p> <p>Tim and Sue confirmed their agreement for a review of the proposed management arrangements for the delegated functions, but with an emphasis on locality working and a decentralised system.</p> <p>Michelle referred to the huge amount of work underway on the strategic plan which will identify priorities for the Board.</p> <p>Tim stressed that the current situation must not cause a further hiatus and that the immediate and overarching priority is to develop a community based infrastructure of care and support, which will allow people to live independently at home or in a homely setting.</p> <p>The Chair confirmed his and the Vice Chair's commitment to removing barriers to empower members to move forward with strategic planning in a different way from previously.</p> <p>Copies of the protocol were tabled. The Chair and Vice Chair have arranged for a job description and detailed job specification to be prepared. These will be shared with a wider audience in due course and it was anticipated that the post would be advertised very shortly. The recruitment panel would be constituted as described in the protocol.</p>		
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		<ul style="list-style-type: none"> a more explicit reference to localities in the introduction to the plan, highlighting. <p>The recommendations set out in the report were approved and it was further agreed that Wendy, George, Melanie and Alex would meet to discuss further the budget for running the Strategic Planning Group. It was felt important that the title of the plan needed to be meaningful to the people for whom the Board provides services, need, but also reflect the fact that it was a board. Wendy will consider this further and bring a final proposal to the July meeting.</p> <p>The proposal for a website for the IJB was endorsed and Wendy will undertake further work to establish likely costs associated with this.</p>	<p>Wendy Dale/ George Walker/ Melanie Johnston/ Alex McMahan</p> <p>Wendy Dale</p> <p>Wendy Dale</p>	<p>17.07.15</p>
<p>3.</p>	<p>Draft Integrated Performance Framework</p>	<p>Michelle introduced a report setting out proposals for an integrated performance framework for the IJB, highlighting its key role in supporting strategic planning. She thanked the staff involved in preparing the draft framework, in particular Eleanor Cunningham.</p> <p>The framework will ensure that performance measures in the future do not exist in silos, but will be developed to provide a system-wide picture and avoid one area of service acting in a way that impacts negatively on others. Michelle noted the intention to establish much stronger links between managers in a particular service area and their performance to create a greater sense of responsibility.</p> <p>It was acknowledged that further discussion with the Scottish Government would be necessary to negotiate setting of targets that directly affect outcomes. A meeting will take place in August between the Minister and Chairs and Vice Chairs of Partnerships across Scotland and that this would be an appropriate forum to raise</p>	<p>George Walker/</p>	<p>August</p>

		<p>greatest service impact in the CHP included:</p> <ul style="list-style-type: none"> • the interim reprovision of neuro-rehabilitation services onto the Balfour Pavilion site; • the reconfiguration of services within the Chalmers building; and • GP prescribing. <p>For REAS, the greatest service impact would be:</p> <ul style="list-style-type: none"> • the patient flow volunteering project; • withdrawal of out of authority; • the closure of Pentland ward. <p>Carl referred to the importance of the priorities in the strategic plan in ensuring that the Board did not reduce services that would require reinvestment in the future.</p> <p>Melanie noted that, although not highlighted in the paper, similar underlying pressures existed in the CHP and REAS as in Health and Social Care. Melanie indicated that she would have more detailed information available for the next meeting on which schemes were deliverable.</p> <p>Cllr Aitken referred to the Integration monies received from the Scottish Government and requested an update on spend to date.</p>	<p>Melanie Johnston</p> <p>Craig Marriott</p>	<p>17.07.15</p> <p>17.07.15</p>
<p>5.</p>	<p>Update on Membership of IJB</p>	<p>The Chair introduced a report setting out the requirements to modify the existing membership to ensure the IJB is compliant with statute. Appendix 2 listed the recommended membership and all those listed would be considered Board members.</p> <p>It was noted that appropriate mechanisms would be put in place to ensure that expenses were available for transport to meetings,</p>		

		<p>reimbursement for telephone calls, printing, etc for members who did not have access to an office.</p> <p>The recommendations were approved.</p>		
6.	Standing Orders for the IJB	<p>The draft standing orders had been produced jointly between NHS Lothian and the City of Edinburgh Council in consultation with other Lothian councils and include prescribed matters.</p> <p>Kay asked that a section be added, stipulating that draft minutes be circulated within a certain timescale following a board meeting.</p> <p>With this amendment the standing orders were approved, and will be brought to the next meeting for formal endorsement.</p>	Jane Auld	17.07.15
7.	Action Plan for the IJB	<p>Members received a report on progress with arrangements to establish the IJB, and noted the high level action plan.</p>		
8.	Induction	<p>Proposals for an induction process have been put forward by NES. The first step will involve a generic induction and the second will be focus on leadership development for the IJB as a group, customised for Edinburgh. Formal dates have not yet been agreed, but are likely to be in August and September.</p> <p>The dates will be circulated as soon as they become available. The Chair encouraged members to do their best to attend these events.</p>	Jane Auld	
9.	Closing remarks	<p>It has been agreed that meetings of the IJB will alternate with formal and informal meetings. The Chair proposed a new running time of 9.30am – 12.30pm and this was agreed. On occasions it may be necessary to use the first hour of the informal meetings to deal with</p>		

		<p>more urgent business. Jane will issue new diary invitations. Efforts will be made to secure room bookings at Waverley Gate.</p> <p>The Vice Chair suggested that visits to units and facilities should continue and a programme will be mapped out.</p> <p>The Chair thanked Michelle, Melanie and Alex for all their willingness and efforts over the previous week and for attending today's meeting.</p>	<p>Jane Auld</p> <p>George Walker/ Ricky Henderson/ Jane Auld</p>	<p>19.06.15</p>
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