



East Lothian Health and Social Care Partnership
Strategic Planning Group Minutes

Date: 6th of September 2022
Time: 12:00-13:00
Venue: MS Teams

1.	Welcome and Apologies	ACTION																										
	<p>Attendees:</p> <table border="1"> <tr> <td data-bbox="209 580 679 647">Paul Currie (PC)</td> <td data-bbox="684 580 1305 647">Interim General Manager: Strategic Integration</td> </tr> <tr> <td data-bbox="209 654 679 687">Shamin Akhtar (SA)</td> <td data-bbox="684 654 1305 687">Chair (IJB Vice – chair)</td> </tr> <tr> <td data-bbox="209 694 679 728">Rebecca Miller (RM)</td> <td data-bbox="684 694 1305 728">Strategic Programme Manager</td> </tr> <tr> <td data-bbox="209 734 679 768">Alastair Clubb (AC)</td> <td data-bbox="684 734 1305 768">Primary Care Clinical Lead</td> </tr> <tr> <td data-bbox="209 775 679 808">Fiona Wilson (FW)</td> <td data-bbox="684 775 1305 808">Chief Officer for ELHSCP</td> </tr> <tr> <td data-bbox="209 815 679 848">Catriona Cockburn (CC)</td> <td data-bbox="684 815 1305 848">Operational Business Manager</td> </tr> <tr> <td data-bbox="209 855 679 889">Bill Ramsay (BR)</td> <td data-bbox="684 855 1305 889">Primary Care Manager</td> </tr> <tr> <td data-bbox="209 896 679 929">Claire Flanagan (CF)</td> <td data-bbox="684 896 1305 929">Chief Finance Officer</td> </tr> <tr> <td data-bbox="209 936 679 969">Matthew Kennedy (MK)</td> <td data-bbox="684 936 1305 969">General Manager – Adult Social Work</td> </tr> <tr> <td data-bbox="209 976 679 1010">David Binnie (DB)</td> <td data-bbox="684 976 1305 1010">IJB Carer Representative</td> </tr> <tr> <td data-bbox="209 1016 679 1050">Judith Tait (JT)</td> <td data-bbox="684 1016 1305 1050">Chief Social Work Officer</td> </tr> <tr> <td data-bbox="209 1057 679 1090">Claire Goodwin (CG)</td> <td data-bbox="684 1057 1305 1090">Assistant Strategic Programme Manager</td> </tr> <tr> <td data-bbox="209 1097 679 1131">Rebecca Pringle (RP)</td> <td data-bbox="684 1097 1305 1131">Team Manager – Housing Strategy</td> </tr> </table> <p>Apologies: Laura Kerr, Philip Conaglen</p>	Paul Currie (PC)	Interim General Manager: Strategic Integration	Shamin Akhtar (SA)	Chair (IJB Vice – chair)	Rebecca Miller (RM)	Strategic Programme Manager	Alastair Clubb (AC)	Primary Care Clinical Lead	Fiona Wilson (FW)	Chief Officer for ELHSCP	Catriona Cockburn (CC)	Operational Business Manager	Bill Ramsay (BR)	Primary Care Manager	Claire Flanagan (CF)	Chief Finance Officer	Matthew Kennedy (MK)	General Manager – Adult Social Work	David Binnie (DB)	IJB Carer Representative	Judith Tait (JT)	Chief Social Work Officer	Claire Goodwin (CG)	Assistant Strategic Programme Manager	Rebecca Pringle (RP)	Team Manager – Housing Strategy	
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2.	Draft 2022-25 Strategic Plan	PC																										
	<p>PC introduced the item and described the process of developing the current draft of strategic plan that will go to the IJB for approval. The initial intention was to go through the presentation that was circulated, with the paper and the accompanying Strategic Plan. However, as it was considered that members were very likely to have seen this at the previous development session, this was no thought necessary.</p> <p>PC thanked everyone for attending at short notice and explained this came from a disruption to the SPG meeting schedule, meaning one was not arranged ahead of the 15th September IJB meeting where the strategic plan will be formally considered by the board.</p> <p>PC presented the SBAR, summarising the various things that operate in and around the strategic plan and the obligation for the IJB to produce a Strategic Plan every 3 years and for this to be recommended by the SPG.</p> <p>The previous 2019-22 plan ran until end of March 2022, but was extended by the IJB to allow colleagues to respond to covid reporting demands, to allow for any changes arising from the Independent Review of Adult Social Care and changes to responsibilities of the IJB from the Integration Schemes reviews across NHS Lothian. To date there have been no changes for incorporation into the Plan. Any forthcoming changes will need to be assessed for any implications for the Strategic Plan strategic priorities.</p>																											



The extended plan operates until the end of September. The new plan will run until 31st of March 2025, with the development of its successor plan commencing in September 2024.

Consultation on the 2022-25 Plan was conducted over the period Jan-July 2022 (this is detailed in the consultation report). Analysis of responses and of outputs of development sessions produced a number of themes, which were used to develop 7 proposed strategic objectives:

- Develop services that are sustainable and proportionate to need
- Deliver new models of community prevention
- Working collaboratively with our communities to focus on prevention and early intervention
- Enable our clients to more choice and control to provide care closer to home
- Further develop and embed integrated approaches in services
- Keep people safe from harm
- Address health and equalities

The Strategic Plan has several supporting elements to progress the priorities.

It will align with the Lothian Strategic Development Framework (LSDF) and will be progressed in partnership with NHS Lothian, third sector and other partners. An Integrated Impact Assessment (IIA) is planned for 13th of September to ensure the Plan has no negative impact on those with protected characteristics or other groups.

PC asked that the SPG members:

- Note the consultation and other processes carried out to develop the 2022-25 Strategic Plan and its Strategic Objectives.
- Note the intention to develop an Annual Delivery Plan for the Strategic Plan and to report on progress.
- Agree to recommend the 2022-25 Strategic Plan to East Lothian IJB.

JT was pleased to see the role of children's services acknowledged and trauma informed practice adding value to the work of the IJB. She wondered whether the Plan need to acknowledge that although no decision has yet been made about children's services in relation to the development of the National Care Service (NCS) it should be noted as a possible future development. It would also be of value to reflect on what we can do to reduce violence against women and girls. East Lothian council is strengthening strategic leadership by creating sub-groups and will look for representation within this group. Feels it is an overall responsibility that we promote safety for women.

PC noted the intentions of the NCS for children's services remains uncertain. PC and CG will catch up with JT about including reference to the Equally Safe policy in the IPan.

JT said that although there is reference to health visiting within the services listed, she couldn't see much about early intervention health visiting and integrating it as a clear delegated function as a responsibility – thinks it may need more mention within the document.



CG agreed to look at reflecting this in the Annual Delivery Plan. In addition, there are other strategies that we work to, which can be added as an appendix.

SA was pleased to hear of the development of the Public Health Partnership and Place team and asked if their work would be part of the annual delivery plan so that we can support them and take leadership on our areas. PC understands that groups will be linking in with HSCP teams and developing strategy around improving health and addressing inequalities and linking with operational, community and planning and performance colleagues with HSCP.

SA felt there had been a lot of in-depth consultation with people and asked that when this is presented, it should be made clear what issues have been picked up in certain areas and how this is reflected in the Strategic Plan so people feel that they have been listened too.

CG advised the reports of events, the resulting feedback and the engagement report have all informed the drafting of the Strategy's key themes. We are hoping to have all links available on the website as well once complete for people to access the strategic plan and supporting documentation.

PC advised there will also be various hyperlinks within the document to provided direct access to references and policies online.

FW asked that people who manage services are provided with the Strategic Plan to ensure that their teams see where input to consultation is reflected in the Plan, what is being covered and how it fits with the Lothian Strategic Development Framework. She is also keen information is included regarding all the wide engagement we have had.

MK from social work perspective feels encouraged that a strategic objective of keeping people safe from harm is included. He found it difficult in the last plan to follow the measuring and performance monitoring steps for such important work, when it wasn't set as an objective in the first place. He was happy to see this is amongst the revised objectives, to be run with and reflected on next time round.

RM feels there is a good link between the LSDF and Strategic Plan and feels the objectives reflects on the principals from the LSDF. The engagement towards the development of the Plan has also had a good link with both, with LSDF interim consultation outcomes shared with Jane Ogden-Smith (who led the East Lothian Strategic Plan consultation). RP will share final draft report of what has been considered for the LSDF.

FW asked AC and BR if they had any comments from Primary Care Perspective.

AC suggested the plan looks good from Primary Care point of view. He noted that health inequality and long-term conditions management fits with plans that are already in motion.

BR discussed need to include, Optometry, Dental and Pharmacy as Primary Care isn't GMS (General Medical Service – GPs) only. There are challenges in non-GP services, though they are smaller. Noted in page 34 it's the memorandum of understanding and drive for change – currently coming across



	<p>challenges with the vaccination programme and still working through them and this isn't in the documentation.</p> <p>PC said he would link with BR to ensure non-GP services are reflected in the plan. Also noted there is a lot of work within community pharmacy to take work away from GP. Trying not to go into too much detail in the plan but will summarise the extra information so it doesn't get missed.</p> <p>MK discussed challenges around operational managers and how we make sure staff are engaging in this once its completed and it is link to their work and making sure everything runs smoothly and engagement with staff about this.</p> <p>DB feels it has involved people well and getting information what people really think and involving it in the strategy. From the carers side, their important role has been positively mentioned in the IJB Plan and their support will be paramount going forward. The Carers Strategic plan has one element which is hard to reflect in IJB plan but we need to create carer champions within the community and support them to speak up. DB knows it is a big challenge and change programme, but we need to identify ways of this transition seamless and try and be positive about the opportunities presented.</p> <p>RP said that on the housing front, ELC and the HSCP can certainly make a lot of good links through the strategic plan and deliver this through all the links. A lot of consultations were done as a group that will also feed into the LSDF and social plans together and feed into this.</p> <p>PC set out the next steps.</p> <p>Deadline for Plan completion is 7th September at 5pm, for it to meet the IJB papers deadline. The IJB will have the last reflections on the document. The final version going to the IJB will incorporate views of SPG members. On route to IJB there is an integrated impact assessment on the 13th, so anything from people's reflection there will be presented to the IJB for further incorporation.</p> <p>CG advised that the next stage will be development of the Annual Delivery Plan, which will be worked up with the Change Boards and introduce more specific actions which will be monitored for progress and reported on.</p> <p>DB had asked PC about integrated impact assessment and who does that PC advised VCEL are hosting this in Tranent, with the session being run by Jane Ogden-Smith. PC will forward details over.</p> <p>SA set out the the SBAR recommendations, which everyone present was content with.</p>	
3.	Date of next meeting	
	Thursday 6 th of October 14:00-16:00.	