



East Lothian Health and Social Care Partnership
Strategic Planning Group
DRAFT MINUTES

Date: 14th February 2022
Time: 14.00-16.00
Venue: MS Teams

1.	Welcome and Apologies	ACTION
	Attendees:	
	Cllr Shamin Akhtar (SA) Chair (IJB Vice-Chair)	
	Maureen Allan (MA) Volunteer Centre East Lothian	
	Lorraine Cowan (LC) Interim Chief Nurse	
	David Binnie (DB) Cares Representative	
	Anne Krippner (AK) Housing Strategy Officer	
	Judith Tait (JT) Head Social Worker	
	Paul Currie (PC) Interim General Manager Strategic Integration	
	Iain Gorman (IG) Head of Operations	
	Hannah Gray (HG) Project Support Manager	
	Matt Kennedy (MK) General Manager Adult Social Work	
	David King (DK) Interim Chief Finance Officer	
	Claire Goodwin (CG) Assistant Strategic Programme Manager	
	Sharon Saunders (SS) Head of Communities & Partnerships	
	Rebecca Pringle (RP) Senior Strategy Officer, Housing	
	Craig Entwistle (CE) Housing Officer East Lothian Council	
	Alison MacDonald (AM) Chief Officer	
	Bill Ramsay (BR) Primary Care Service Manger	
	Fiona Ireland (FI) Deputy Director	
	Rebecca Miller (RM) Strategic Programme Manager	
	Marilyn McNeill (MMc) Integration Joint Board member / Stakeholder representative	
	Eilidh Simpson (ES) Senior Business Support Administrator (Minutes)	
	Apologies: Lesley Berry, Laura Kerr, Colin Briggs, Jon Turvill, Gillian Neil, Bruce Dickie, Peter Murray.	
2.	Notes of Last Meeting (30/11/2021)	
	SS sent apologies that were not noted in previous minutes. Jim Sheveral and Jon Turvill's tittles were not added. Minutes were agreed as an accurate record.	
3.	Matters Arising	
	<ul style="list-style-type: none"> Nothing discussed. 	
4.	LSDF	
	<ul style="list-style-type: none"> RM attended the meeting to discuss the progress of the Lothian Strategic Development Framework. The framework is beginning to progress through governance processes and will be brought to the IJB in due course. AM explained that this framework links in with upcoming Strategic Development Plan. 	



	<ul style="list-style-type: none"> The purpose of the framework is to compile the intentions of the four Lothian IJB's and NHS Lothian and set out a shared strategic intent across the Lothian health and social care system. RM circulated the LSDF summary to the group prior to the meeting. This sets out the case for change and the intended actions that will be taken over the next 5 years (commencing April 2022 however this date is subject to change) It is intended to be a flexible framework rather than a specific plan so that changes can be responded to appropriately. For example the outcome of the national care service consultation. The summary document is supported by a more detailed document that outlines the plans under five pillars : <ol style="list-style-type: none"> 1. Unscheduled care 2. Scheduled care 3. Mental health illness and wellbeing 4. Primarily care 5. Children and young people <p>There will also be a sections about the outcomes that the framework is looking to achieve, the IJB's roles as anchor institution and more details on the parameters that it is working within. All of the above sections are in draft and are available to read, each one has been developed in collaboration with HSPC's and IJB colleagues.</p> <ul style="list-style-type: none"> The LSDF was brought to the group with the intent on getting agreement from the members on the process for engagement and fuller consultation on the framework. JT raised that she had not been aware of this work and that children and young people would fit across the other sections, such as mental health and primary care. RM will send JT a copy of the summary. PC pointed out that the document lacks reference to integration project. IJB's do this locally with their own recourses however he queried weather or not the wider Lothian system should have a role in supporting this work. RM is open to adding more in relation to integration into to the LSDF however the framework is intended to support working together where necessary while recognizing that there is a reason for having local IJB's working to deal with local issues. The LSDF focuses on the intentions for local people within Lothian's. Some of the feedback that RM has received is that the framework should mention the regional and national role of NHS Lothian and how it fits in with the LSDF. This is being taken into account. MA and SS both raised the concern that the document is lacking in reference of engaging with communities. RM noted this point. SS queried the definition of "Community Centers" on page 11 point 3. The sentence makes reference to "pulling services together from across public services in community centers and using these as flexibly as we can". RM confirmed that this does not mean existing community centers. It means developing communities as centers of service provision. RM will look at changing the wording of this. The local dynamics for East Lothian should be captured within the strategic plan however there will be linkages with the LSDF and the strategic plan, it was agreed that it needs to be evidenced how the two are linking together. RM and PC will work on a document to show this. This will be completed prior to the next IJB. RM will attend an IJB meeting to formally consult on the LSDF. PC and his team will arrange a specific development session for the strategic planning group and IJB for a more in depth discussion around the development of the framework. 	<p>RM</p> <p>RM/PC</p> <p>RM</p> <p>PC</p>
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5.	<p>Integration Scheme</p> <ul style="list-style-type: none"> • Work is nearing completion on this scheme. The scheme is a legal document drafted by partners that set up the IJB in 2015. This has to be reviewed every 5 years (the last review was missed). • The necessary adjustments have been made, there are no changes to the duties that are considered to be relevant to the IJB however it has been updated to reflect current issues. • Although there have only been minor changes made the scheme does have to be take out to consultation. This will happen over the next few weeks. • Once the draft scheme has been agreed by the partners (after consultation) it will then become the document that insures the IJB continues for the next period with the revision carried out. If there continues to be no changes from the national care service then this will be revisited again in 5 years' time. • The document will come to the SPG and IJB for info. 	
6.	<p>Strategic Plan Development / Joint Strategic Needs Assessment</p> <ul style="list-style-type: none"> • Planning is ongoing to start the development of the new Strategic Plan 2022 – 2025. The work involved in this would normally be carried out in March however the IJB made the decision last year to extend by 6 months due to impacts of the covid-19 pandemic. • PC and his team are planning two events. One of which is a joint SPG and IJB development session this will include colleagues from the LSDF group and colleagues from acute services with a confirmed date of the 14th of March 2022. A development session has been confirmed for the 22nd February for General Managers and SPG members to give their views on how well the 2019-2022 strategic plan delivered and what priorities need to feature in the new plan. • There will also be a variety of consultation and engagement events with members of the public (however the pandemic will limit the number of public events, some of these may be held virtually) and 3 sector groups about the plan. This will include reflection on the current plan and how the pandemic has affected it. MA suggested that when PC and his team are reaching out to the public they look at different ways of doing this in order to get more diverse information and opinions and use this information to focus the plan on more community lead solutions to issues and concerns that arise. • A Joint Strategic Needs Assessment will also be carried out as part of developing the new plan, this process will help evidence the need within the community of East Lothian e.g., service availability, deprivation and how East Lothian aims to make its services suitable for the needs of the community. This will be measured by objective data which will come from working with Public Health Scotland. They can access national data which can be focused on East Lothian as well as East Lothian specific data that they have gathered. PC also wants to include the Lothian Analytical service and ask colleagues for support with data they have gathered within their own services. Work on this will start within the coming weeks. • IG and PC agreed that the needs assessment and engagement plans are going to need new sections this year to reflect on some of the necessities that have come out of the pandemic that will likely be ongoing services e.g. the vaccination programme. This has been a large workforce undertaking. There will be expectations within the community that primary care services will go back to how they were pre Covid however the strategic plan needs to give clear explanations and outline how this may not be realistic. • IG suggested Covid system response and what realistic commitments the HSCP can make if another lockdown or significant extended crisis was to occur be factored into the new plan. • There will be a detailed and accessible briefing pack that goes along with the engagement work. This will include a summary of the joint strategic needs assessment, current challenges and opportunities and potentially some 	



	information on current financial challenges and future projections. The briefing pack will include documents and videos outlining these key areas.	
7.	Direction's review	
	<ul style="list-style-type: none"> The review of directions report is going to the IJB next week. From the current directions the recommendation is that 12 remain unchanged, 14 are revised and 11 are retained. The report will also highlight the work that will be taking place in terms of formulating a new set of directions in parallel with the new strategic plan. The report also recommends that the IJB policy on directions be revisited. A draft of this new policy would be brought to the next SPG for discussion and then to the IJB for approval. 	
8.	Matter of Focus	
	<ul style="list-style-type: none"> The aim of the matter of focus work is to develop an outcome focused performance framework. The framework is going to be built around the strategic outcomes, this will provide tools to map activities within services and how they contribute to these outcomes. It will also provide data and evidence on the impact that specific work is having on delivering outcomes. there are currently three outcome maps being worked on these include : <ol style="list-style-type: none"> Participation and engagement outcome map Implementing and scaling innovation and change outcome map Supporting people towards personal outcomes The outnav system will be ready to use soon, this soft wear provides the user with a tool for recording evidence that is purely outcome bases. CG will bring one of the outcome maps an SPG either in March or April. She will also share some background materials with MA. 	CG
9.	Change Board Highlight Reports	
	<p>Adults with complex needs</p> <ul style="list-style-type: none"> This work will finished towards the end of the finical year, following this there will be some specific updates brought to the SPG. There has been work ongoing in relation to the directions review, there are a few directions that have been set for this change board that have been completed and a few that still need looked due to conflicting priorities. The outcomes from the out the box engagement work will be formally documented and the next change board in March. This will then be brought to the SPG. <p>Mental Health and LD</p> <ul style="list-style-type: none"> The Elder street facility will be handed over towards the end of March. The investment in action 15 recourses has been confirmed and most of the posts are now in place. A proportion of the MELDAP funding for residential places for people with substance misuse has been confirmed by the Scottish Government. There is still a proportion of the funding left that would give people the opportunity to access placements out with the Lothian's, work on this is ongoing. At next change board there will be an update about the bids that have been put in place for the mental wellbeing community fund. This process has not been completed yet however MA confirmed they have been oversubscribed with bids and have identified some gaps. <p>Carers</p> <ul style="list-style-type: none"> There is the possibility that due to the pandemic and staff shortages the review of the carers strategy may have to be deferred however there is a statutory obligation to review this every 3 years. There is discussions ongoing with colleagues from other local authorities across Scotland who are in a similar positions as it may be the outcome of the review is to defer the full review. There is a new internal service for young carers. This has received very positive feedback so far. 	IG DB



	<ul style="list-style-type: none"> There are number of strategy's being put in place to increase the number of carers completing adult carers support plans. <p>(the following is not in the highlight report)</p> <ul style="list-style-type: none"> The cabinet sectary has written to the IJB in relation to the carers act implementation fund. DB requested that a paper be pulled together and taken to the IJB that evidences what the cares act implementation fund has been spent on each year and prior to this funding being in place what the carers funding was. This is monitored through the finical oversight meetings and can be easily pulled together. <p>East Lothian Community Hospital / Care Homes</p> <ul style="list-style-type: none"> The subgroups are meeting regularly and are making good progress. The community consultation and engagement plan is developing this plan includes co-production with all key stakeholders. The staffing pressure over the winter period has slowed down the engagement process however there will be an initial findings paper brought to the oversight change board in March. If agreed the community consolation and engagement work will start in May/June. <p>Balance of care</p> <ul style="list-style-type: none"> Work is ongoing to support the project set against directions. The repatriation of the mental health beds form Mid-Lothian is complete. The review of the beds in ward 2 is complete, this has increased the bed space by 20. The final stage of this project is to open to a few challenging behaviour beds on the top floor of Crookston. This had been halted due to pandemic and pressures on bed availability however this has recommenced. The review of the hospital to home and homecare service is progressing. There is now and ICAT manager in post to support this. The pain pathway and the development of the PACE service are both progressing well. The shifting of the balance of care board reviewed there reference group last year and agreed that there would be a 3 times a year engagement session with all relevant groups in the community. The first of these was in July and was very successful. The plans for the second one are ongoing. An external company has been brought in to create three seven minute videos to showcase the next event in April. One of the major tasks that is ongoing is developing a phototherapy service in East Lothian, this has been reinstated and a 3 day service. 	<p>AM</p> <p>LC</p>
10.	AOCB	
	<ul style="list-style-type: none"> JT reiterated to the group the importance of trauma informed practice being built into the strategic priorities. Becoming trauma informed was a commitment the council made some time ago. JT has been working alongside the improvement service to design an implementation plan. This will support staff to become trauma informed and as a council ensure that there is infrastructure in place to allow services to be delivered in a trauma informed way. 	
11.	Date of next meeting	
	14 th March 2022 – 14:00 – 16:00 This meeting will be the Strategic Plan Development session.	