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Strategic Planning Group

Tuesday, 12 June 2018: 1300 – 1500.

Council Chamber, Council Offices, School Place, Kirkwall

Note of Meeting

Present:

Councillor Rachael King (Chair), Vice Chair of Integration Joint Board; Scott Hunter, Head of Children and Families, Criminal Justice and Chief Social Work Officer; John Trainor, Head of Health and Community Care; Pat Robinson, Chief Finance Officer; Dr Louise Wilson, Director of Public Health; David McArthur, Director of Nursing, Midwifery and Allied Health Professionals; Gerry O'Brien, Interim Chief Executive; David Drever, Integration Joint Board Voting Member; Anne Mathison, Principle Social Worker Adults; Sheona MacGregor, UNITE Representative; Gerd Peters, Scottish Health Council; Steven Johnston, Senior Dental Officer; Sandra Towrie, Carer Representative; Judy Sinclair, Lead Nurse; Shaun Hourston-Wells, Project Officer; Lynda Bradford, Service Manager – Health , Third Sector Representative; Dr Charlie Siderfin, Lead GP.

1. Welcome and apologies

Maureen Swannie, Interim Head of Children's Health Services and Service Manager – Children Services; Maureen Firth, Head of Primary Care Services; Moraig Rollo, Lead Allied Health Professional; Chris Nicolson, Director of Pharmacy; Malcolm MacLeod, Area Service Manager, Scottish Ambulance Service; Christina Bichan, Head of Transformational Change and Improvement; Gina Tait, Isles Network of Care Manager; Frances Troup, Head of Housing, Homelessness and Schoolcare Accommodation Services; Carol Stewart, Public Health Manager.

2. Minute of Previous Meeting

Item 1 – Apologies. S Towrie noted that she was under as apologies, but attended the meeting.

Item 6 – Refreshed Strategic Commissioning Plan 2019-2022. G Peter's clarified that there are no concerns from the Scottish Health Council, it should read that the Scottish Health Council has no regulatory function within the Integration Joint Board.

Item 7 – Strategic Planning 2018-2019. Councillor King clarified that in the second paragraph the final decision is made by the Integration Joint Board. Councillor King also rectified that in the third paragraph that the projects don't need to be fed back to Scottish Government.

After that the Minute was agreed as an accurate recorded.

3. Matters Arising

Item 3a – Attend Anywhere. This action sits with the insurers and the group would need a further update in the future.

Item 3b – Other Strategic Planning Group Structure. C Stewart has had responses from two Boards who are currently looking to reassess their structure. ACTION: C Stewart to circulate Dumfries and Galloway Terms of Reference.

Item 3d - External Audit. Scott-Moncrieff have yet to start this audit. This is due to the Auditor who was due to lead it leaving and the Chief Officer leaving also. A meeting is scheduled so that Orkney can discuss this with Scott-Moncrieff with support from the Chief Officer in Shetland.

Item 3e – Value of Data – Data Sub Group. G Amos queried how his offer of involvement was to be taken forward. ACTION: J Trainor to pass on G Amos' details to C Chalmers who organises this.

Item 3f – Rapid Responder. S Johnston informed that Health Improvement Scotland has recently published a **Real Time** document which outline different methods to gain this information. Dr Wilson informed that in the **Are Outcomes** technology is the focus. L Bradford stated that the service is developing some simple questions which they are able to pick up as a pilot at the moment.

Item 3g – Isles Model of Care. L Fraser is finalising the figures this week and will send M Firth the information.

Item 4a – Third Sector. S Hunter and G Anderson have met and agreed broad principles for this and the importance of timely communication. They are scheduled to meet again next month.

Item 6 – Refreshed Strategic Commissioning Plan 2019-2022. The Rosie Alexander report has yet to be circulated. ACTION: Circulate to members. G Amos is anticipating that a final copy of the how Public and Private Sector can utilise Third Sector to engage with communities will be ready in 6 weeks. The Meet the Buyer event has been rescheduled for 29 June 2018 in the Kirkwall Library.

Item 11b – Items for Strategic Commissioning Plan Author's Group. LiST colleagues are working on the refreshed Joint Strategic Needs Assessment data.

4. Feedback and Direction from the Integration Joint Board

Councillor King updated that there hasn't been a formal meeting of the Board, but there was a Board's Strategic Development Session which discussed issues such as Set Aside; Financial Position and Recovery Plan; Strategic Planning Group Update; Directions; Third Sector and Needs Assessment. The next Board meeting is the 27 June 2018.

5. Financial Update

P Robinson stated that the Board balanced at year end, this was due to both Council and Health Board giving additional money. From a Health perspective the overspend was due to Primary Care

and Prescribing and from a Council perspective due to Outwith Orkney Placements for Children. The main concerns for 2018/2019 are Primary Care, Prescribing; Children and Families, Home Care, Self Directed Support and issues from Mental Health. The Set Aside spend for 2017/2018 was £7.3m with a budget of £6.4m but NHS gave additional money to balance this. There is more work to do in respect to Palliative Care and Substance Misuse.

In respect to the Recovery Plan, P Robinson will be asking managers for more information, as there is saving of \$1.3 for 2018/2019 to find. ACTION: G O'Brien, G Waterson, D Lonsdale and P Robinson to meet to look at the budgets which are coming in and out of the Board.

6. Primary Care Improvement Plan

Dr Wilson presented the Plan, which has gone to Quality and Safety Committee, Area Clinical Forum and Local Medical Forum as a draft for comment. It was noted that there needs to be clarity in respect to the finance section as the money which has been identified is already allocated. There was a discussion on raising the level of the plan to ensure that it did not cut across or limit the commissioning role of the Strategic Commissioning Plan and did not allocate budgets at this time. Dr Siderfin updated that the Remote and Rural GPs are looking at the new GP Contract as it's Urban focussed and isn't as applicable. ACTION: Any comments on the Plan should be sent to Jean Aim.

7. Update on Strategic Commissioning Plan Timeline and Methodology

G O'Brien had asked for this to be brought back to the group in the absence of a Chief Officer and following conversation with A Buchan, J Richardson and Councillor King. Potential the new Plan could look at aspirations for year 1, year 2 and year 3 and how to tie this together with the various action plans which Scottish Government requests. S Hourston-Wells commented that all the actions to date minus the letter to GPs and Community Councils, which had been postponed due to conversation at the Authors Group and lack of engagement from Isles' feedback boxes. Tesco's has been contacted to ask if a box with poster and slips could be left in the foyer as a trial. Discussion identified that using existing forums and community groups would be more effective and that any questions should seek to identify 'needs' as opposed to 'wants'. ACTION: G O'Brien to liaise with the Author's Group to have a more detailed timeline which sets deadlines.

8. Localities Update

It was reminded that L Bradford and the vacant Service Manager – Health and Community Care (West) are the leads for Mainland and M Firth and G Tait for the Isles. There was a discussion around the importance of gaining good engagement and that by empowering people with the community and giving a sense of a role can achieve good engagement. It was noted that the group need to address high level questions to be able to direct the Authors Group while writing the new Plan.

S Towrie updated that following R Alexander's piece of work there has been another bid to the Aspiring Communities for the next stage which will enable 4 isles to have Wellbeing Coordinators, which will be supported by Voluntary Action Orkney, to support wellbeing in the community especially in Older People. Also discussed was that the Council, NHS Orkney and Third Sector all have posts which are very similar in ambition and that a joined-up approach in the future would be beneficial in the current and future limit resource setting.

9. Project Update and Workplan Discussion

Due to the level of crossover between the three projects it has been agreed to hold one meeting to discuss the three projects. The Board is querying where the projects currently are and if there is a possibility to further advance them while appreciating that they are long-term projects. There was discussion about putting options and questions back to the Board to get a steer on how to progress. G O'Brien has agreed to help the projects. It was agreed that all three projects would present an update report and the next meeting which will outline issues, highlight options and where appropriate make recommendations to the board in seeking greater clarity on the strategic direction .

A Mathison left the meeting 1420. J Trainor and Dr Siderfin left the meeting 1430. P Robinson left the meeting 1440.

ACTION: G O'Brien to help progress the Isles Model of Care Project. ACTION: G O'Brien and P Robinson to discuss the finance for the Rapid Responder and will circulate the information electronically. ACTION: G O'Brien will liaise with the Authors group to push forward the Joint Strategic Needs Assessment data and the timeline and methodology will be updated accordingly. The workplan was update following discussion.

10. Service Area Update

S Hunter updated the Children and Families are facing the usual acute pressures of increasing casework with more complex requirements. Councillor King informed that this has been added to the agenda to help inform the writing of the Strategic Commissioning Plan to ensure that data is being consider with service commentary.

11. Terms of Reference

It was agreed to refresh the Terms of Reference be reviewed once the new Chief Officer is in post and has had an opportunity to familiarise with the group. Councillor King informed that she asked for a piece of work on attendees, apologies, deputies to ensure an integrated balance is being achieved and that statutory role representatives are ensuring deputies are sent when unable to attend.

12. Chief Officer Update

Sally Shaw will be taking up the post of Chief Officer at the end of August, beginning of September.

13. Items to be referred to Other Groups

Items for the Integration Joint Board

None.

Items for the Strategic Commissioning Plan Author's Group

- A more detailed Timeline which includes deadlines.

Items for Any Other Forums

- The Strategic Commissioning Plan Timeline and Methodology to be circulated to Area Clinical Forum.
- Comments on the Primary Care Improvement Plan to be sent to J Aim.

12. AOCB

Strategic Planning Group Papers

G Amos requested that papers for this group should be sent in a timely fashion to ensure third sector members have an opportunity to speak with other colleagues. It was agreed that papers will be sent 5 working days prior to the meeting, and if papers are available earlier to circulate as soon as possible.

13. Date and Time of Next Meeting

Tuesday, 28 August 2018: 1300-1500
Council Chamber, Council Offices, School Place.