

Midlothian Integration Joint Board



Meeting	Date	Time	Venue
Strategic Planning Group	Thursday, 26th September 2024	14:00pm	Committee Room, Midlothian House and Virtual via MS Teams

Interim Chair: Andrew Fleming

Vice Chair: (Vacant)

Present (MIJB members):

Connor McManus	Keith Chapman	Grace Chalmers
Nick Clater (virtual)	Dr. Amjah Khan (virtual)	

Present (SPG Members):

Elouise Johnstone, Performance Manager	Rebecca Miller, NHS Head of Strategy Development (virtual)	Claire Ross, Chief AHP
Gill Main, Integration Manager	Fiona Stratton, Chief Nurse	Rosemary McLoughlin, VOCAL (virtual)

In Attendance:

Kate Thornback, HSCP Equalities and Human Rights Lead	Emma-Jane Gunda, Assistant Strategic Programme Manager (virtual)	
---	--	--

Strategic Planning Group

Thursday, 26 September 2024

Apologies:		
Jim Sherval	Rachael Honeyman	Laura Hutchison
David King	Laura Hill	Anette Lang
Lynn Douglas	Val De Souza	Angus McCann
Kirsty McDonald	Rebecca Green	

1. Welcome and introductions

The Chair welcomed everyone to the meeting of the Midlothian Integration Joint Board (MIJB) – Strategic Planning Group (SPG). Andrew Fleming chairing for the first time.

Apologies were noted.

Public Health were not represented at today's meeting but have requested an opportunity to comment ECRIA on the Strategic Plan.

2. Order of Business

The order of business was as set out in the agenda.

3. Minutes of Meeting, Action Log and Risk Register

3.1 Strategic Planning Group minutes 29th August 2024 were approved as an accurate record.

3.2 Action Log

It was noted that action no. 17 (Dr Green) is currently underway, and an update will be included in the Directions discussion at the next meeting.

3.3 Risk Register

Strategic Planning Group

Thursday, 26 September 2024

The Risk Register was discussed and highlighted that the late paper that was circulated today.

4. Updates

Report Title/Summary	Decision	Action Owner	Date to be Completed/ Comments
<p>4.1 Chairs Update (verbal) – Andrew Fleming</p> <p>The Chair provided a verbal update detailing:</p> <p>The Chair noted the scheduled in-person townhall event, as part of the consultation on the draft IJB Strategic Plan, on October 2nd 2024, has now been cancelled. The decision was made in response to less than anticipated engagement.</p> <p>It was highlighted that the Vice Chair position for SPG is still vacant, with the IJB keen to fill the role as soon as possible. It was confirmed that this should be a voting member of the IJB as prescribed by the Terms of Reference. The Integration Manager is not a voting member of the IJB and therefore cannot be considered for the role.</p> <p>An action was noted for nominations for the Vice Chair to come back to the next meeting.</p> <p>Gill Main provided a verbal update in the absence of David King and discussed the current recovery plans that are set.</p>	<p>IJB Voting Members to be considered for vacant SPG Vice Chair Role.</p>	<p>AF (Chair)</p>	<p>28/11/2024</p>
<p>4.2 Workforce planning group – Update by Nick Clater, Head of Adult Services</p> <p>The Head of Adult Services provided a brief update, noting the Board meeting in September included discussion on the Midway refresh, HSCP reduced working week progress as well as the upcoming Speak up week plan.</p>			

Strategic Planning Group

Thursday, 26 September 2024

5. Reports

Report Title/Summary	Decision	Action Owner	Date to be Completed/ Comments
<p>5.1 Design and Development – PRESENTATION SHOWN Strategic Plan Update – Gill Main, Integration Manager</p> <p>The Integration Manager gave a presentation highlighting key points on the next steps in the development of the Strategic Plan. The Draft Strategic Plan is currently subject to a statutory 3-month consultation. SPG members were encouraged to share the consultation details with the groups they represent. At the next meeting, Directions relating to the Strategic Plan will be discussed.</p> <p>The presentation was paused as the Chair imitated some discussion on the less than anticipated level of engagement regarding the townhalls for community members and staff was highlighted. Cllr McManus gave a brief rationale to his decision to cancel as IJB Chair. This was due to the lack of Board members availability to attend and the low interest from the public. Those who had signed-up to the sessions or submitted any questions will be contacted by the Project Team and encouraged to join the virtual townhall or, if this is not suitable, offered a session with Chair and Integration manager to answer any questions .</p> <p>The consultation process was discussed, highlighting the range of activities and stakeholders engaged to reach as high an engagement level as possible. It was stated that planning will ensure there is a Comms Action Plan to help ensure the November townhall will have more attendees.</p> <p>The presentation resumed noting the draft strategic aims. It was noted that following the public consultation, feedback will be reviewed and a further draft of the plan, including the strategic aims will be reviewed by SPG in January 2025 and then in February by the Board. The next steps for the members of SPG were to familiarise themselves with the plan, take part in the consultation, encourage and contribute views from groups they may represent.</p> <p>There were no further questions presented to the Integration manager. The Chair closed the discussion by encouraging people to share this consultation with their networks.</p>	<p>Project team to ensure alternative consultation offers are made</p> <p>SPG Members signpost Strategic Plan Consultation to groups they represent.</p>	<p>EJG</p> <p>all</p>	<p>04/10/2024</p> <p>04/10/2024</p>
<p>5.2 Implementation Equalities and Children’s Rights Impact Assessment on the IJB Strategic Plan – Kate Thornback, Equalities and Human Rights Lead</p>			

Strategic Planning Group

Thursday, 26 September 2024

Report Title/Summary	Decision	Action Owner	Date to be Completed/ Comments
<p>Strategic Aim 2 highlighted the current effort to create capacity in the system. There was a discussion regarding how a person is affected by care, the characteristics groups that may be impacted with people fitting into more than one category, with a need of this to be monitored and gain a better understanding. A concern was raised regarding the wording of homeless people needing “at care home”, with the implications of language to be looked at.</p> <p>The Integration Manager stated that the points made regarding the homelessness will be picked up by the Project Team. It was mentioned that there is a large volume of rural areas in Midlothian and there is not a lot of data, however there is work ongoing to gather more local information. The discussion moved to the distances from where a person lives to their nearest GP and transport connections.</p> <p>Key issues for consideration in relation to ways the plan could improve as a result of this assessment</p> <ol style="list-style-type: none"> 4. Links to other areas and how we work with our Partners i.e. Transport, Housing etc 5. Avoiding vulnerable group fall between service areas – what are the intersections or services common to people with a number of protected characteristics 6. Consider language around ‘home’ for people who experienced homelessness (‘places you stay’ / ‘in the community’) <p>Strategic Aim 3 raised issues relating to links with</p> <ul style="list-style-type: none"> • carers and the IJB carers strategy (due for review) including issues relating to gender, life chances and appropriate and individualised support • the safe sharing of data as a key area to support the identification of equality issues for action <p>It was suggested by the Equalities and Human Rights Lead to revisit the assessment again and allocated more time for discussion. The Integration Manger suggested the draft ECRIA be shared with the group in advance of the November meeting and members could make further comments and suggestions for inclusion. If there was any additional comments or questions could of course also be shared with the Chair.</p>	<p>To review</p> <p>To investigate</p> <p>To review</p> <p>To review</p> <p>To action</p> <p>ECRIA report will be shared for comment with SPG in advance of the next meeting</p>	<p>GM</p> <p>EJ</p> <p>GM</p> <p>NC / RMcL</p> <p>GM / EJ</p> <p>EJG</p>	<p>06/01/2025</p> <p>06/01/2025</p> <p>06/01/2025</p> <p>31/03/2025</p> <p>06/01/2025</p> <p>25/10/2024</p>
<p>5.3 Reporting and Evaluation – PRESENTATION SLIDES Midlothian IJB Performance Reporting – Elouise Johnstone, Performance Manager</p>			

Strategic Planning Group

Thursday, 26 September 2024

Report Title/Summary	Decision	Action Owner	Date to be Completed/ Comments
<p>The Performance Manager gave a presentation, summarising key activities related to IJB performance reporting such as the performance framework, Directions reporting, and the Annual Performance Report. Describing how the IJB Strategic Governance Map via OutNav, and the linkage to the IJB Strategic Plan and the 9 National Health and Wellbeing Outcomes, it was highlighted the ambition to use this in future performance reporting.</p> <p>Due to time constraints, the presentation was cut short with the Performance Manager welcoming any questions via email following the meeting.</p> <p>The Chair requested to discuss some data aspect offline.</p>	Chair liaison	AF / EJ / GM	21/11/2024
<p>5.4 Key Messages for Midlothian IJB Sharing – Andrew Fleming, Chair</p> <p>The Chair advised that it would be helpful to have an update on the consultation on the Strategic Plan, ECRIA, and any risks as discussed in the meeting (see actions above).</p>			

6. AOCB

None received.

7. Date of next meeting

The date of the next meeting will be held on Thursday 28 November 2024, 14:00 -16:00, Committee Room, Midlothian House.

Meeting closed at 16:06pm.