



REPORT TO ABERDEENSHIRE INTEGRATION JOINT BOARD – 28th August 2019

REPORT ON PROGRESS OF THE STRATEGIC PLANNING GROUP

1 Recommendation

It is recommended that the IJB: -

1.1 Acknowledge work done to date by the Strategic Planning Group;

1.2 Approve the 2019-20 workplan for the Strategic Planning Group; and

1.3 Request six- monthly updates from the Strategic Planning Group.

2 Risk

2.1 IJB 1 – Sufficiency of resources. There is a risk the resources available to the Integration Joint Board (IJB) are not enough to maintain provision of health and social care services if adequate planning for future provision does not take place.

IJB 2 – Health and Social Care Policy. There is a risk that by failing to properly plan for future commissioning of services, the IJB will not be aligned to national policy and will not deliver against its strategic priorities.

IJB 4 – Service capacity / Business transformation. The Strategic Planning Group has a responsibility through legislation to ensure that the strategic plan is developed and implemented. This responsibility includes alignment with the medium-term finance strategy.

IJB 6 – Public communication and engagement. There is a risk that the Strategic Plan will not accurately reflect the views of the people of Aberdeenshire if appropriate and effective engagement is not undertaken.

IJB 8 – working with partner organisations. Risk of failure to deliver standards of care expected by the people of Aberdeenshire in the right place at the right time – There is a risk of failing to modernise services to improve outcomes.

3 Background

3.1 The Public Bodies (Joint Working) (Scotland) Act 2014 and subsequent national guidance required all Integration Joint Boards (IJB) to set up a Strategic Planning Group. The role of the Strategic Planning Group is to develop and finalise the strategic plan and to continue to review progress, measured against the statutory outcomes for health and wellbeing and associated indicators. The Strategic Planning Group was formed in a shadow



capacity and had its inaugural meeting in September 2014. The group worked collaboratively to develop, influence and edit the Health and Social Care Partnership Strategic Plan 2016-2019 to meet the statutory timescale for implementation by 1st April 2016. Work has continued beyond this date to meet the additional requirements and priority timescales. This has included development of the Commissioning (Implementation and Change) Plans for 2016/17 and 2017/19. The Strategic Planning Group has received end of year reports on progress with the Commissioning Plans and their contribution towards delivery of the Partnership's priorities.

3.2 The Strategic Planning Group has had a pivotal role regarding review of the current strategic plan and development of the Strategic Plan for 2020-2025. The Strategic Planning Group has approved the format of the new strategic plan and the timescales for engagement, preparation of the draft, consultation and submission to the IJB for approval. The Strategic Planning Group has received regular updates on progress with each stage of development of the new strategic plan. Strategic Planning Group members have been involved in facilitating engagement sessions and have contributed to the content of the new strategic plan. The Strategic Planning Group will also have a role in development of the Commissioning Plan that will accompany the new strategic plan.

3.3 The Strategic Planning group currently provides a reporting structure for the six strategic outcomes groups developing and delivering care group strategies for the following:

- Mental Health and Wellbeing
- Learning Disability
- Autism
- Carers
- Dementia
- Physical Disability including sensory impairment

The Independent Living Strategic Outcomes Group which is led by housing colleagues also reports to the Strategic Planning Group on a regular basis as does the Alcohol and Drugs Partnership

3.4 Regarding membership, the Strategic Planning Group includes staff members nominated by the Local Authority and the Health Board. In addition, the Strategic Planning Group should include representatives of groups prescribed by the Scottish Ministers in regulations as having an interest. These are noted in Appendix 1 along with the list of current membership of the Strategic Planning Group. To date, the Strategic Planning Group has not involved either public or carer representatives and this is going to be addressed alongside the work being undertaken to recruit an additional public



representative and new carer representatives to the IJB. Although the Strategic Planning Group has wide ranging membership, attendance on a regular basis is generally by a core group of members and it is important that a refresh of membership and of the Terms of Reference for the Strategic Planning Group is undertaken periodically.

- 3.5 To assist the Strategic Planning Group to focus on the priorities, a draft work plan has been developed covering 2019/2020. While the main responsibilities for the Strategic Planning group this year are the development of the 5-year Strategic Plan and the Commissioning Plan, there are other responsibilities and areas of work that the group would want to focus on. A copy of the work plan is attached as Appendix 2 for approval by the IJB.
- 3.6 The Chief Officer, along with the Chief Finance Officer and the Legal Monitoring Officer within Business Services of the Council have been consulted in the preparation of this report and their comments have been incorporated within the report.

4 Equalities, Staffing and Financial Implications

- 4.1 An equality impact assessment is not required because this report is an update of the work undertaken by the Strategic Planning Group. An Equality Impact Assess will accompany the draft of the new Strategic Plan. There are no financial or staffing implications from this report. The new Strategic Plan and Commissioning Plan will detail the resources required to deliver on the priorities. The Partnership's Workforce Plan identifies the staffing available within health and social care to deliver the Strategic Plan.

Mike Ogg
Partnership Manager (Strategy and Business Services)
Aberdeenshire Health and Social Care Partnership

Report prepared by Sheena McIntosh, Strategy and Commissioning Manager
6th August 2019.

Appendix 1

Strategic Planning group representation prescribed by the Scottish Ministers as having and interest:

- Users of health care
- Carers of users of health care
- Commercial providers of health care
- Non – commercial providers of health care
- Health professionals (as defined by the Act)
- Social care professionals (as defined by the Act)
- Users of social care
- Carers of users of social care
- Commercial providers of social care
- Non- commercial providers of social care
- Non- commercial providers of social housing
- Third sector bodies carrying out activities related to health or social care

Strategic Planning Group Membership	
Name	Designation
Alexander Macleod	Housing Manager (Strategy)
Alison McGruther	Location Manager – Turriff/Oldmeldrum
Dr Chris Allan	Clinical Lead
Daniel Shaw	Chief Executive Officer for Aberdeenshire Voluntary Action
Dawn Mitchell	Head of School at RGU
Fiona Stephen	Mental Health & Learning Disability Manager
Fiona Lovie	Location Manager – Huntly & Alford
Gary Mortimer	Director of Acute
Inez Kirk	Joint Trade Union Secretary for UNISON
Jane Fletcher	Head of NHS Grampian Mental Health & Learning Disability Services
Jennifer Gibb	Associate Nurse Director
Jennifer Stewart	Particular Needs Officer
Jill Matthew	Location Manager - Garioch (Inverurie)
Jo Raine-Mitchell	Marketing and Communications Officer
Kathryn Kinnear	Assistant HR Manager
Kathy Davidson	Business Services Manager
Kim Penman	Health and Wellbeing Lead
Laura Thom	Mental Health and Learning Disabilities Manager (South)
Lesley Mackenzie	Banff Location Manager
Lindsey Flockhart	Lead Social Worker
Martin McKay	Full time Partnership Representative/UNISON steward
Mike Ogg - CHAIR	Head of Service, Strategy & Business Services
Moyra Duncan	Primary Care Manager – Banff

Neil Hendry	Operational Lead Nurse / Associate Lecturer of The Robert Gordon University Aberdeen
Rhoda Hulme	Stonehaven Location Manager
Sandra Ross	IJB Business Partner - Aberdeenshire Council Finance
Sheena McIntosh	Strategy and Commissioning Manager
Shona Strachan	AHP Lead
Dr Tara Shivaji	Consultant in Public Health
Wayne Gault	ADP Lead Officer
Wendy Probert	Strategic Development Officer

Appendix 2

Name:	Strategic Planning Group (SPG)
Document:	2019/2020 Workplan
Date Updated:	20/8/2019

ITEM	LEAD	PRIORITY	DUE DATE	COMMENTARY	PROGRESS UPDATE
Year-end Review of 2017-2019 Commissioning and Implementation Plan	Mike Ogg	↑↑ Very High Priority	15/5/2019	Noted progress made towards the 2017-2019 Commissioning and Implementation Plan and the strategic priorities from the Strategic Plan	
Development of the Health and Social Care Partnership Strategic Plan 2020-2025	Mike Ogg	↑↑ Very High Priority	18/12/2019	Timescales approved for engagement, preparation of the draft Strategic Plan and consultation leading to approval by IJB on 18 th December 2019	
Development of the Commissioning Plan	Sheena McIntosh	↑↑ Very High Priority	18/12/2019	Timescale for the Commissioning Plan to be determined. Commissioning Plan to link the Strategic Plan to the Programme Boards and commissioning requirements linked to MTFs and procurement activity	
Development of an Engagement and Participation Strategy for the H&SC Partnership	Kim Penman	↑ High	Ongoing	Framework for the Engagement and Participation Strategy approved by the SPG. Strategy will be further developed through feedback from Strategic Plan engagement	

Provision of governance / reporting arrangements for the Strategic Outcomes groups	Mike Ogg	→ Medium	Ongoing	Rolling programme developed for monitoring of work undertaken by the 7 Strategic Outcomes Groups and the ADP. Currently, the Strategic Planning groups have responsibility for development of the care group specific strategies that sit beneath the HSCP overarching strategic plan. Work is being undertaken to determine how these groups can be developed to deliver the priorities from the Programme Boards	
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ITEM	LEAD	PRIORITY	DUE DATE	COMMENTARY	PROGRESS UPDATE
Six- monthly reporting on progress from the Strategic Planning group to the IJB	Mike Ogg	↑ High	Six monthly reporting from August 2019	Initial report to be submitted to the IJB in August. Subsequent reports will detail how progress is being achieved against the new strategic plan. Focus will be more on outcomes rather than the performance measures that are already reported to IJB. Learning from the Ministerial Steering Group for Health and Social Care Outcomes Mapping exercise to be shared with the SPG and good practice taken forward.	
Review of Terms of Reference and membership of the Strategic Planning group. To include recruitment of public and carer representatives and IJB representation	Mike Ogg	↑ High	August onwards	Initial work has been done to review Terms of Reference and membership. SPG has wide ranging membership however only a minority attend on a regular basis. Membership to be widened to include Fire and Rescue service and Police Scotland. Work progressing on recruitment of public and carer representatives.	

Development sessions to be introduced as part of the SPG Agenda	Sheena McIntosh	→ Medium	October onwards	October development session will focus on the learning regarding strategic planning and commissioning from strategic inspections of Health and Social Care Partnerships.	
Sharing of learning and good practice with neighbouring Strategic Planning groups	Mike Ogg	→ Medium	October onwards	Contact to be made with the Chairs of the neighbouring Strategic Planning Groups and discussion to be held on sharing of good practice	

<u>PRIORITY KEY</u>	
Priority Options to be selected from:	
↑↑	Very High - statutory or essential to the operation of the IJB, High
↑	High
→	Medium - relevant to planning
↓	Low - of interest but not an area of risk if not progressed

<u>PROGRESS UPDATE KEY</u>	
Progress update to be selected from:	
	Complete
	On track
	Some slippage re: timescale or minor challenges in delivery
	Major slippage on timescale or major challenges in delivery

