



ANGUS INTEGRATION JOINT BOARD

30 OCTOBER 2024

CHAIR'S ASSURANCE REPORT, STRATEGIC PLANNING GROUP (SPG)

REPORT BY JILLIAN GALLOWAY, CHAIR SPG

Introduction

This Chair's Assurance Report from the Chair of Angus Integration Joint Board (AIJB) Strategic Planning Group (SPG) provides high-level assurance to AIJB around the monitoring function in relation to integrated strategic planning and commissioning; development and progress within strategic planning; responses to emerging strategic issues, and new national and local drivers, to ensure the delivery of key objectives in the [Strategic Commissioning Plan 2023 – 26 \(SCP\)](#) and SCP Strategic Delivery Plan (SDP).

The SPG last met on 11 September 2024.

1 PERFORMANCE AGAINST WORK PLAN

Within the open part of the SPG Meeting on 11 September 2024 there was discussion about; Strategic Financial Plan, SCP Strategic Delivery Plan (SDP), Integrated Care, Workforce Plan and a Pentana Demonstration.

SPG draft Action Note from 11 September 2024 is available at Appendix 1.

Angus Health and Social Care Partnership (AHSCP) Performance Steering Group (PSG) Action Notes continue to be shared with SPG Members.

2 UPDATE ON RISKS

The current risk management process within AHSCP ensures that effective risk management is integrated in the way AHSCP leads, directs, manages, and operates.

Ongoing and continuous monitoring of risks via operational groups ensures a better understanding of whether the risk profile is changing and if the current/planned controls are effectively reducing the risk. This provides a greater level of assurance and ensures that the management of the risk is embedded into day-to-day management activities rather than a separate standalone process.

Strategic Risks are reported to AHSCP Clinical Care and Professional Governance (CCPG) Forum twice a year using a Risk Assurance Report template and are subject to scrutiny by the group.

A new strategic risk regarding the delivery of the Strategic Commissioning Plan was approved at CCPG on 29 July 2024.

3 DELEGATED DECISIONS TAKEN BY THE COMMITTEE

At the 11 September 2024 meeting, Angus SPG made the following acknowledgments / key decisions:

- Locality Improvement Groups – The future of locality input was discussed, further work to be taken forward via Clinical Partnership Groups and clusters; Option 3 to be developed and replace 4 LIGs with confirmation of plan to come to November 2024 Meeting.
- SPG Workplan – approved with minor changes to reporting dates.
- Strategic Financial Plan – Following the August 24 IJB report, SPG agreed that the Strategic Planning Reserve should focus on the commissioning of work around thematic priorities to support the delivery of the Strategic Commissioning Plan.
- SCP Strategic Delivery Plan (SDP) – Update – Initially to be an internal working document the SDP plan on a page layout has been expanded to improve visibility of timelines and detail.
- Integrated Care - Updates were provided on improvements with District Nurses connectivity, Integrated Care engagement questionnaire; development days, linking to service review; access and the ECS model improving equity of access.
- Workforce Plan - The annual update shows progress made with supporting staff Wellbeing, with a report going to October 2024 AIJB Meeting. Work will commence on the future 3 year Workforce Plan once national guidance is received and will be submitted by 1 June 2025.
- Pentana Demonstration – Members had the functionality of Pentana as a system to monitor progress and pull reports from demonstrated, in relation to the SDP.

4 ANY OTHER MAJOR ISSUES TO HIGHLIGHT TO AIJB

The SCP Strategic Delivery Plan remains a work in progress and continues to evolve to ensure that AIJB can deliver its SCP within available resources.

5 HORIZON SCANNING

There are no specific horizon-scanning issues to bring to the attention of AIJB. However, it is important to recognise that should AIJB be unable to demonstrate that it can deliver its SCP within available resources, then the AIJB may have to, at some point in the future, revisit the Strategic Commissioning Plan 2023 - 26.

REPORT AUTHOR: Jillian Galloway, Chair Angus Strategic Planning Group

EMAIL DETAILS: tay.angushscp@nhs.scot

APPENDIX 1: AIJB Strategic Planning Group draft Action Note 11 September 2024

DRAFT- ACTION NOTE

Date Approved:	TBC	Agenda Item:
Approved by:	TBC	

AHSCP Strategic Planning Group

Date of Meeting:	Wednesday 11 September 2024
Venue:	MS Teams

Present

Name	Representing
Stuart Anderson	Advisor - South West Locality Improvement Group Chair
Rachel Bennison	Programme Manager, I&D, AHSCP
Sandy Berry (Chair)	Advisor - Chief Finance Officer, AHSCP
Wendy Calder	Advisor - North East Locality Improvement Group Chair
Dr Alison Clement	Advisor - Associate Medical Director, AHSCP
John Cooper	(f) & (j) Social Care Professionals, Non-commercial Providers of Social Care (Head of Community Health and Care Services, AHSCP)
Jessica Henderson	Advisor - Associate Director Patient Access & Assurance
Terry Irvine	Advisor – Service Lead, AHSCP
Andrew Jack	(b) & (g) Users of Health and Social Care
Wendi Lees	Advisor - South West Locality Improvement Group Chair
David Mackenzie	(c) & (h) Carers of users of Health and Social Care
Ailsa McAllister (for Gordon Cargill part of meeting)	Advisor - (Policy, Planning and Performance Manager, Angus Council)
Brian Reynolds (for Barry Jenkins)	(e) Non-commercial Providers of Health Care (Assistant Director of Performance and Activity, NHS Tayside)
Chris Schofield	Advisor (Clinical Director, NHS Tayside)
Caroline Spink	(For Catherine Johnson) Team Leader (Community Housing) Vibrant Communities & Sustainable Growth – Housing, Angus Council
Sally Wilson	Advisor – Service Manager – Integration, AHSCP

Apologies

Name	Representing
Gill Bain	Advisor - Angus Carers Centre, CEO
Suzie Brown (nee Flower)	(a) Health Professionals (Nurse Director, Community & HSCPs, NHS Tayside)
Gordon Cargill	Advisor & Strategic Commissioning Liaison – (Service Leader Governance & Change, Angus Council)
Fiona Davidson	Advisor – Service Leader – Improvement and Development, AHSCP
Karen Fletcher	Advisor - Lead Nurse, AHSCP
Jill Galloway	Chair - (Chief Officer, AHSCP)
Lynne Houston	Advisor - North West Locality Improvement Group Chair
Dr Scott Jamieson	Associate Clinical Director, AHSCP
David McFarlane	Advisor - HR Business Lead, NHS Tayside
Eunice McLennan	Advisor - Head of Community Health and Care Services, AHSCP
Hayley Mearns	(l) Third Sector Bodies Carrying Out Activities Related to Health Care or Social Care (Chief Executive VAA)
Vacant	(d) Commercial Providers of Health Care
Vacant	Advisor - South East Locality Improvement Group Chair
Nicky Worrall	(i) Commercial Providers of Social Care (Scottish Care)

In Attendance

Name	Role
Sandra MacLeod	Deputy Chief Executive, NHS Tayside
Morgan Low	Strategy and Improvement Manager
Jakki Roger	PA to CO, AHSCP (SPG Coordinator)

Agenda Item No	Decision / Action	Lead	Deadline
1.	APOLOGIES		
	Apologies noted as above.		
2.	DECLARATIONS OF INTEREST AND STATEMENTS OF TRANSPARENCY		
	Nil		
3.	ACTION NOTE OF MEETING HELD ON 31 JULY 2024		
	The note of the meeting on 31 July 2024 was approved as an accurate record with the amendment below.		

	Page 3 Pharmacogenomics, amend bi-monthly to bi-annually.		
4.	ACTION NOTE UPDATE		
	4i Action Note Update was reviewed, and updates noted.		
	2024.07.31/6 SPG WORKPLAN 2024-25 - Pharmacogenomics and Winter Plan actions- COMPLETE		
	New action for Winter Plan ; circulate prior to next SPG meeting.	BR / JG	Oct 24
	<p>4ii 2024.07.31/11 LOCALITY IMPROVEMENT GROUPS – COMPLETING this action, RB / ML presented the SBAR update.</p> <p>Due to a low response rate (10.7% - 22 responses out of 206 LIG members) the LIGs could not endorse the preferred option, this highlights poor engagement within the current LIG model.</p> <p><i>SM left the meeting.</i></p> <p>The purpose and scope of LIGs had changed throughout the years, ideas were given at meetings but there wasn't a willingness to complete paperwork to follow the process to progress further than an idea. Further challenges were highlighted with maintaining momentum, getting new members whilst having the same core people attending. Information sharing with visiting speakers was positive but with low attendance there were better ways to disseminate.</p> <p>It was noted that collaborative working with GP practices is done via Clinical Partnership Group (CPG). AC to discuss with CPG if work can be done to strengthen the cluster forum by making it a multi professional group.</p> <p>Option 3 was proposed as the preferred option – Disband current LIG model and establishing an Angus wide engagement group. This provides the opportunity to start with a blank canvas and design something fit for purpose; reaching out to seldom heard groups; growing the service user voice network; including a wide cross section with stakeholders and service users encompassing the Strategic Commissioning Plan (SCP) to ensure content is meaningful and purposeful.</p> <p>Thanks were given to ML & RB for work carried out.</p> <p><i>SM re-joined the meeting; WL left meeting; JC joined the meeting.</i></p> <p>The importance of retaining good consultation with service users and the public around strategic/operational changes were noted, allowing views to influence Equality Impact Assessments and have good theory underpinning this with governance around what we do with the information. This model could be used across services.</p>	AC	Nov 24

	<p>SPG agreed Option 3 to be developed; ML & RB to bring a report to November SPG outlining this work.</p> <p><i>WL re-joined the meeting.</i></p>	ML / RB	Nov 24
5.	FEEDBACK STORY		
	<p>SW shared the following Care Opinion Story</p> <p>Angus post diagnostic dementia support service Care Opinion</p>		
	<p>SW shared the following Care Opinion Story</p> <p>The educational advice given was so useful Care Opinion</p> <p>It was confirmed that each service leader responds to their own stories and shares with their teams. SW to explore a Care Opinion Newsletter and/ or include in Integration Matters. Feedback is contained in Clinical Care and Professional Governance (CCPG) assurance reports. There is discussion to identify themes, discuss complaint, SAERS etc, but also include stories from Care Opinion.</p>	SW	Nov 24
6.	STRATEGIC FINANCIAL PLAN - Update		
	<p>A report went to August 24 IJB meeting, SB explained that the cover paper noted the previous Strategic Financial Plan (SPF) showed a shortfall over 3-years. In April 2024, the IJB asked the Executive Management Team, to come together to develop proposals that would address some of the challenges by 2026/27.</p> <p>The IJB supported the August report showing a financially risk assessed plan to deliver £3m savings. Monitoring to happen via Strategic Delivery Group (SDG) reporting to SPG and IJB.</p> <p>IJB Strategic Planning Reserve was created to support delivery of the Strategic Commissioning Plan in a sustainable way. There were discussions around how to generate options for the next phase of deploying these reserves, after which:</p> <p>SPG agreed that the Strategic Planning Reserve should focus on the commissioning of work around thematic priorities to support the delivery of the Strategic Commissioning Plan.</p>		
7.	SCP STRATEGIC DELIVERY PLAN – Presentation		
	<p>An update was presented by SW and RB.</p> <p>The SDP was initially to be an internal working document. The plan on a page layout has been expanded to improve visibility of timelines and detail and show exec leads and leads from Improvement and Development. As the SCP evolved the SDP has also developed further including financial and performance indicators. Work has been carried out to ensure everything has been matched across to this format. Document to be shared to SPG out of meeting.</p>		

	RB / SW to consider sharing at NHS Tayside Operational Leadership Meeting to give an HSCP perspective and wider understanding of work going on across the population. SDG to work up themes, RB / SW to bring back views to future SPG Meeting.	RB	Sept 24
		RB / SW	Nov 24
10.	PENTANA DEMONSTRATION		
	The functionality of Pentana as a system to monitor progress and pull reports from was demonstrated.		
8.	INTEGRATED CARE UPDATE		
	Updates were provided on improvements with District Nurses connectivity, Integrated Care engagement questionnaire; development days, linking to service review, access and the ECS model improving equity of access.		
9.	WORKFORCE PLAN - Progress Update		
	<i>JH left meeting</i> The annual update shows progress made with supporting Staff Wellbeing, with a report going to October 24 IJB Meeting. Work will commence on the future 3-year Workforce Plan once guidance is received and will be submitted by 1 June 2025. Thanks were given to Fiona Davidson for her work on Workforce Development and Strategic Planning. Following FD's retirement ML will be picking up Workforce Plan development.		
11.	ANY OTHER COMPETENT BUSINESS		
	<ul style="list-style-type: none"> • Nil 		
12.	EXCLUSION OF PUBLIC AND PRESS		
	Core business was concluded, and the Chair moved on to the Exempt / Confidential section of the agenda.		

Future Meeting Date

Reports due Monday 09:00	Date of meeting Wednesday	Time of SPG Meeting
2 September 2024	11 September 2024	14:15 – 16:15