
Minute of Strategic Planning Advisory Group

Date: 19th December 2023

Time: 2pm

Place: MS Teams

Present

Cllr Hugh Hunter, SAC - Chairperson
Derek Lindsay, Strategic Planning Advisory Group - Vice Chair
Tim Eltringham, Director of Health and Social Care and Chief Officer
Lisa Duncan, Chief Finance Officer, HSCP
Billy McClean, Head of Community Health and Care Services, HSCP
Sheila Tyeson, Senior Manager, Policy, Performance and Commissioning, HSCP
Glenda Hanna, Independent Sector Representative Member
Phil White, Partnership Facilitator, HSCP
Steven Kelly, Quality Assurance Officer, HSCP
Valarie Richmond, Ayrshire and Arran Transformation and Sustainability, NHS
Helen Brown, Service Manager (Maintenance Care) Registered Services, HSCP
Aaron Cyr, Carers Policy Implementation Officer, HSCP
Thomas Griffin, Digital Programme Manager, HSCP
Fiona Smith, Health Improvement Lead – South, NHS
Rachael Graham, Planning and Performance Co – Ordinator, HSCP
Kirsty Pyper, Planning and Performance Officer, HSCP
Robert Campbell, Chief Nurse, NHS
Nadine McCall, Administrative Assistant, HSCP

Cllr H Hunter in the Chair.

| Agenda | Discussion | Action |
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| 1. | <p>Welcome/ Apologies/ Membership updates</p> <p>Apologies:</p> <p>were noted on behalf of Mark Inglis, Gary Hoey, Marie Oliver, Kevin Anderson, Billy Cooper and Stephen McGovern.</p> <p>Membership update:</p> <p>Carers Representative Gordon Walker has withdrawn from Strategic Planning Advisory Group (SPAG) membership. We will update in due course in relation to new representative.</p> | |
| 2. | <p>Declarations of Interest</p> <p>There were no declarations of interest to note.</p> | |
| 3. | <p>Minute of Previous Meeting</p> <p>The minute of the meeting of the Performance & Audit Committee held on 26th September 2023 was agreed as an accurate record of the meeting.</p> | |
| 4. | <p>Matters Arising/ Action Log</p> <p>No matters arising to note.</p> | |
| Items for discussion: | | |
| 5. | <p>Locality Planning Partnership Update</p> <p>P White advised that this report provides a brief update in relation to Locality Planning in South Ayrshire and, in particular, the new arrangements for Locality Planning within the Community Planning Partnership.</p> <p>P White informed that both the Integration Joint Board (IJB) and Community Planning Partnership (CPP) have now endorsed and signed off the new Terms of Reference for Locality Planning Partnership (LPP) and also for the new localities. P White noted that they are still awaiting response from the Scottish Government regarding the ratification of this.</p> <p>P White noted that the LPP continue to meet and have been looking at local priorities. (Priorities for each of the groups are detailed within the circulated report).</p> <p>P White advised that he recently had a meeting with some of the LPP Chairs looking at establishing the regime with the new Terms of References under Community Planning and Health and Social Care</p> | |

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| | <p>Partnership with extended membership.</p> <p>P White advised that there is some work to be done to identify representatives and they how to start in March with the new fully formed Locality Planning Partnerships.</p> <p>P White expressed that he would like to acknowledge the recent sad passing of David Kiltie, who was the Chair of the LPP within Maybole and North Carrick for a number of years and extended his condolences to David's loved ones.</p> <p>Group noted content of this report and agreed the recommendations.</p> | |
| 6. | <p>South Ayrshire HSCP Team Around the Locality (TATL) Update</p> <p>S Kelly informed that Team Around the Locality (TATL) is an ongoing development enabling the operational implementation of the ambitions set out in the IJB Strategic Plan and other key strategic objectives. As was set out in the previous report presented to SPAG on 26-09-23, S Kelly advised that they are currently in the process of engaging with communities, Locality Planning Partnerships, frontline staff, and service providers to inform the development of locality delivery plans by March 2024.</p> <p>S Kelly advised that this paper provides a brief update on their engagement progress and includes a 'straw man' presentation (Appendix 1) that has been informed by the feedback received and sets out a provisional locality service delivery model.</p> <p>S Kelly shared presentation on screen which focused on how the team are trying to translate strategic priority into operational model.</p> <p>B McClean noted that they intend to undertake a piece of work looking at where they are now and how it might look and will then remeasure against this annually to track progress and provide updates to the Group.</p> <p>Cllr Hunter expressed that he is very encouraged by this work and is particularly encouraged to hear about the intention to gather baseline data and measure the success going forward.</p> <p>Group approved the content of the report.</p> | |
| 7. | <p>Care at Home – Commissioning Plan</p> <p>H Brown informed that the purpose of this report is to provide information about the proposal to develop a Care at Home Commissioning Plan.</p> | |

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| | <p>H Brown informed that CAH at home is the backbone for provision of care for people who have been assessed as needing support to live independently in the community.</p> <p>H Brown highlighted some of the background information (fully detailed within the circulated report).</p> <p>H Brown expressed that they have through a number of workstreams, developed the CAH service in attempt to manage ongoing demand and increase capacity. H Brown advised that despite these pro-active and positive developments recent experience is that the service still continues to struggle to meet the demands made upon it.</p> <p>H Brown informed that it is proposed that a Commissioning Plan is developed which would set out the future direction of CAH provision. H Brown explained that in order to do this, it is proposed that a short life working group is established consisting of key stakeholders, which would look at the range of options available. This would report back to Directorate Management Team then the Integrated Joint Board once completed, in the spring of 2024.</p> <p>D Lindsay questioned if there was currently a Commissioning Plan in place for CAH.</p> <p>S Tyeson explained that they do have a Commissioning Plan currently, however it requires a refresh as the landscape and demographics in current climate have changed since this was developed.</p> <p>T Eltringham expressed that the existing arrangements aren't satisfactory and there is a need to examine all the options regarding how we provide care in peoples own homes and to look more specifically at the broader needs for older people.</p> <p>H Brown explained that the SLWG will afford them the opportunity to look at things in a wider sense and identify key stakeholders which will be wider than just the Partnership. This will also allow them to look at CAH provision across South Ayrshire.</p> <p>The Group agreed content of the report and agreed with the recommendation.</p> | |
| <p>8.</p> | <p>Communications Strategy 2024 - 2027</p> <p>K Pyper informed that the purpose of this report is to seek approval by the Strategic Planning Advisory Group to provide oversight to a new Communications Strategy for South Ayrshire. K Pyper explained that the report sets out why the timing is right for the work to begin and what the HSCP's ambitions will be for communications for the next period.</p> <p>K Pyper noted the recommendations (fully detailed within the report).</p> | |

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| | <p>K Pyper informed that the effect of communications is at the heart of achieving our vision for HSCP and IJB. K Pyper explained that in preparation for the HSCP Strategic Plan, there was a large amount of engagement and consultation that took place in writing the strategy.</p> <p>K Pyper explained that the Strategic Plan has been published for some time and some actions have been taken forward.</p> <p>K Pyper continued to explain that they are looking to align a lot of work with the Wellbeing Pledge. K Pyper explained that there is a current Communications Strategy on the website at the moment which has been published for some time. There have been previous attempts to refresh this, however due to recruitment changes this was put on hold, therefore they are now restarting the process.</p> <p>K Pyper advised that it is proposed they implement a writing group in January 2024 and have already started pulling together feedback and working on a draft version that was proposed during initial working group. K Pyper explained that they do have the original working group distribution group, who they will reach out to in relation to this piece of work. K Pyper advised that they will also work with SAC and NHS communications teams to ensure strategies don't contradict each other.</p> <p>K Pyper advised that they intend to give an update to SPAG in March 2024. The proposed plan will be to have draft version of strategy formalised and will be looking for SPAG to give any feedback or comments at that point.</p> <p>Cllr H Hunter complimented K Pyper and R Graham on the Equalities Impact Assessment circulated with this report, noting that it is very detailed and demonstrates a lot of the research that has been undertaken.</p> <p>The Group agreed content of the report and agreed with the recommendations.</p> | |
| <p>9.</p> | <p>Digital Strategy</p> <p>T Griffin informed that the purposed of this report is for the SPAG to note the content and agree for the proposed workstreams detailed to be progressed.</p> <p>T Griffin explained that during 2023, following the appointment of a Digital Strategy Lead Officer, there has been significant progress towards a refreshed Digital Strategy for South Ayrshire HSCP.</p> <p>T Griffin advised that the new strategy which will replace the existing Digital Strategy 2020-23 focuses on enhancing service efficiency, data-driven decision-making, education and accessibility, prioritising user-centric design and aligning with national policies and local needs, whilst delivering appropriate support for service users in a person centred,</p> | |

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| | <p>empowering and asset-based way.</p> <p>T Griffin informed that this work has been previously considered by South Ayrshire DMT, South Ayrshire SMT, South Ayrshire Locality Planning Partnerships, VASA Champions Board and NHS Digital Group. T Griffin advised that the groups have either supported the content, or their feedback has informed the development of the content presented in this report.</p> <p>T Eltringham thanked T Griffin for providing this report today. T Eltringham stated that this strategy is hugely significant advising that technology must have a symbiotic relationship with developments that have been previously discussed. T Eltringham advised that he hopes this strategy supports the Partnership to get to where they want to be and allows us, with technology, to support the business. T Eltringham stated that it is vital progress is made in this area and is grateful for the effort T Griffin has put in to engage with others to establish their day-to-day reality using technology.</p> <p>The Group agreed the content of this paper and agreed for the proposed workstreams to progress.</p> | |
| 10. | <p>Joint Equipment Store</p> <p>B McClean informed that they have been able to recruit a co – ordinator for the Joint Equipment Store in January this year, which has made a significant difference around the performance of the store already, with delivery times having improved from 4 weeks to 5 days. End of life care is also now being delivered within 48 hours with the ambition to move to within 24 hours.</p> <p>B McClean continued to explain that demand has increased by 300 deliveries over the past 6 months. B McClean informed that this comes at a cost and the current budget is impacted by a £164k overspend this year. B McClean noted that this is split across the three Partnerships and has been discussed at the Chief Officer’s Group.</p> <p>B McClean informed a number of medical mattresses are deemed as outdated and are contributing to some of the pressure ulcer issues. There is a need for these to be fully replaced which will come with a financial impact.</p> <p>B McClean explained that there are efficiencies to be made and they are currently running a small test of change to consider the current maintenance of equipment contracts.</p> <p>The Group noted input from B McClean.</p> | |
| 11. | <p>Mental Health and Dementia Strategies – Update</p> <p>R Graham informed that the purpose of this report is to broadly set out</p> | |

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| | <p>the direction of travel for development of both the SA HSCP Mental Health Strategy and Dementia Strategy during 2024.</p> <p>R Graham noted the recommendations (as fully detailed within the report).</p> <p>R Graham informed that there have been a number of previous conversations and thinking in relation to the development of these strategies. It was previously agreed by the Directorate Management Team to await the publication of national strategies and delivery plans before commencing local development.</p> <p>R Graham informed that the Scottish Government have published new strategies – Mental Health and Wellbeing Strategy and Dementia in Scotland – Everyone’s Story. R Graham expressed that this is a timely publication for SA HSCP given the intention to refresh local strategies in line with the national strategic direction.</p> <p>R Graham explained that the delivery plan for the Mental Health and Wellbeing Strategy was published in October 2023. The delivery plan for the Dementia Strategy is expected to be published imminently with an early draft having been circulated to officers.</p> <p>R Graham noted that it was initially the intention to develop these strategies in South Ayrshire within 2023 but due to the delayed publishing of the Scottish Government Strategies and their accompanying delivery plans this was delayed.</p> <p>R Graham continued by advising that the existing Adult Mental Health Strategy 2017-2022 was taken to the Performance and Audit Committee in April 2023. This provided an update on any remaining actions held within the action plan of the existing strategy and concluded the Adult Community Mental Health Strategy 2017 – 2022 delivery in keeping with the Integration Joint Boards agreement to remit monitoring of delivery to the Performance and Audit Committee.</p> <p>R Graham informed that both strategies will be developed and in operation by the end of 2024.</p> <p>R Graham explained that it is proposed a Steering Group for each of the strategies be established and will meet monthly.</p> <p>R Graham welcomed any comments.</p> <p>F Smith advised that she has been in touch with Kevin Milton, Senior Manager – Mental Health around the Mental Health Strategy having a new wellbeing focus. F Smith advised that Public Health are able help with preventative part of the Strategy.</p> <p>Cllr Hunter questioned how this strategy fits with the strategies of East</p> | |
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| | <p>and North Ayrshire.</p> <p>R Graham explained that this is very much a South Ayrshire strategy, however they will be keeping the other partnerships up to date with any work they are doing.</p> <p>The Group noted content of this report and agreed with the recommendations.</p> | |
| 12. | <p>Strategic Advocacy Plan - Development</p> <p>A Cyr shared presentation on screen and advised that the purpose of this report is to seek approval for the recommencement of a Strategic Advocacy Plan for South Ayrshire HSCP.</p> <p>A Cyr noted that they are seeking the agreement and go ahead with recommencing the Strategic Advocacy Plan. A Cyr explained that the Strategic Advocacy Plan had initially started with wider agreement in 2018 and progressed alongside national Advocacy Developments. Progress appears to have been intermittent from 2020 and stalled in 2022, prior to being progressed now in 2023.</p> <p>A Cyr explained that SA don't currently have a Strategic Plan around advocacy however he has been able to look at what other authorities have done and has already noted some of the gaps other authorities have identified, which should help in developing the Strategic Advocacy Plan for SA HSCP.</p> <p>Cllr Hunter commended A Cyr on a very detailed report and the clear timelines around this. Also, for the very full Equalities Impact Assessment which he would have hoped to have seen for this piece of work.</p> <p>The Group noted content of this report and agreed with the recommencement of the Strategic Advocacy Plan and the proposed strategic timeline.</p> | |
| Any Other Business/ Actions for follow up to IJB | | |
| | No other competent business to discuss. | |

Date of next meeting - Tuesday 19th March 2024