

South Ayrshire HSCP Strategic Planning Advisory Group

Terms of Reference

Context

The Regulations for the Public Bodies (Joint Working) (Scotland) 2014 Act set out the need for a Strategic Planning Group containing a set of key stakeholders.

The final Guidance on associated Strategic Planning provides additional information on and expectations in relation to the establishment of a Strategic Planning Group. South Ayrshire HSCP has traditionally referred to the group as the Strategic Planning Advisory Group (SPAG).

Remit

The Group is a formal committee of the Integration Joint Board with an advisory function. It has no decision-making capacity other than for specific functions that may be conferred upon it by the IJB on an item-by-item basis. The Group will be concerned primarily with:

- Supporting and informing the development process for the Partnership's Strategic Commissioning Plan, together with ongoing iterative review.
- Providing stakeholder advice to the Integration Joint board (IJB) for any emerging plans, programmes and interventions.

The SPAG will:

- Receive clear direction from the Integration Joint Board (IJB) to ensure the Strategic Planning Advisory Group meets the Strategic priorities set within agreed timescales.
- Influence and shape the development of the Partnership's Strategic Plan on a regular basis including annual review, monitoring of progress and alignment of other initiative with the Strategic Plan.
- Review annually the ongoing strategic planning process for the H&SCP, including responding to Scottish Government and other stakeholder feedback.
- Ensuring a clear link across the 'whole system' display positive behaviours which support the integration agenda and support partnership working with other organisations.
- Provide a connection between aspirations of the Strategic Plan and other associated work and the resource constraints faced by the HSCP (this will also include discussions in relation to workforce planning).
- Provide advice to Integration Joint Board (IJB) when developing responses to emerging Scottish Government policy and regulations.

The Strategic Planning Advisory Group will also, through robust engagement, bring forward key issues of concern expressed in Locality Planning Groups from the community.

Membership

The membership of the SPAG will include representation from:

- The vice-chair of the IJB (as Chair)
- A Health Board Representative if not Vice-Chair

- A Council Representative
- Independent health contractors (General Practice, Optometry, Community Pharmacy, Dentistry)
- Other health professions and services (Nursing, AHPS, Mental Health, Public Health)
- Social Work
- Housing
- Third Sector
- Commercial Care Sector
- Commercial health sector
- Carers
- Public/Service users
- Trade Union representatives
- Emergency services
- Academic advisor
- Economic advisor
- Locality Planning Groups¹

Guest speakers may attend to feed into discussion on particular items.

Role of individual members

Individual members will be representing stakeholder groups, structures and organisations, professions or localities and attend meetings in that advisory capacity. Deputies may attend meetings with permission from the Chair.

Group members will ensure good communication between the SPAG and the area/organisation/profession/locality they represent and may request items to be placed on the agenda in-meeting or with HSCP Secretariat.

Meeting Frequency

The meetings of the SPAG will mirror the formal meetings of the IJB. There will be more substantial annual meeting of the SPAG to review delivery of existing Strategic Plan objectives and priorities and to inform the next iteration of the Strategic Plan.

Reporting and link to IJB

The Chair of the SPAG and Senior Manager, Planning and Performance will ensure regular reporting into the IJB. Reports will not ordinarily be made public.

¹ Arrangements to be confirmed