

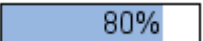
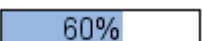







SAHSCP MSG Action Plan 2019-20







Generated on: 10 May 2021









Action	Assigned To	Status	Progress	Due Date	Updates
MSG 1 Development of service plans to deliver agreed IJB Strategic Plan Strategic Objectives.	Mark Inglis; Billy McClean	✓	<div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div>	31-Dec-2020	<p>Update provided by Mark Inglis 21.08.2020</p> <p>There is a full Service Plan for Children's Health, Care and Justice Services 2017 - 2020. These are updated and monitored through the use of Pentana, through quarterly governance meetings with Senior Management and Strategy, Policy and Planning Officer.</p> <p>The new Integrated Children's Services Plan has been published and covers the period 2020 – 2023. The Children's Services Plan takes cognisance of the current IJB Strategic Objectives. The drafting of the new Strategic Plan has begun and Children's Health, Care and Justice Managers are supporting this process from the outset. The new Strategic Plan will incorporate the broader children's health, care and justice policy landscape.</p> <p>The Children & Families and Justice Managers will continue to maintain and monitor the full action plan within their Strategic Plan to ensure that services are being delivered in line with the plan and monitored through the Senior Management team referring to Pentana.</p>
MSG 2 Updated OD Plan for Partnership to be prepared as part of Implementation Plan of agreed Workforce Plan.	James Andrew	✓	<div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div>	31-Dec-2020	Provided to John Wood Sept 2020
MSG 3 Three way meetings between	Tim Eltringham	✓	<div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div>	31-Mar-2020	Update provided by Tim Eltringham 15.01.2020




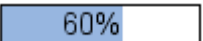
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the IJB and the Parties will consider further the opportunities for shared learning across all the partners with the aim of creating a clear culture of collaborative practice.					<p>Programme of 3 Way Meetings has been set up. In response to ambition to have greater shared learning, Most recent meeting held on 10 January 2020 considered a range of issues including Five Year Future Financial Strategy and a range of Transformation Proposals which are in development.</p> <p>A members' Briefing for Councillors on Transformation Work took place on 5 November and a further briefing on Caring for Ayrshire has been set for 27 January 2020.</p>
MSG 4 Three-Way meeting between the IJB and the Parties to be used to facilitate improving relationships and collaborative working between the partners at a senior level.	Tim Eltringham	✓		30-Apr-2020	<p>Update provided by Tim Eltringham 15.01.2020</p> <p>Programme of 3 Way Meetings has been set up. In response to ambition to have greater shared learning, Most recent meeting on 10 January 2020. Schedule of Meetings for the remainder of 2020 has been published</p>
MSG 5 Integration Scheme to be reviewed in 2019-20 in line with requirements of 2014 Public Bodies (Joint Working) (Scotland) Act	Tim Eltringham	✓		31-Dec-2020	<p>Update provided by Tim Eltringham 24.08.2020</p> <p>Review was concluded and reports made to SAC and NHS in April 2020.</p>
MSG 6 Schemes of Delegation to be reviewed to ensure consistency by the Parties	John Wood	▶		31-Dec-2021	<p>Scheme was reviewed last year, has been agreed by parties and is awaiting formal sign off. Further review planned in 2021.</p>
MSG 7 Locality Planning Groups are the Partnership's key engagement vehicles for local communities.	Phil White	▶		31-Dec-2021	<p>Update provided by Phil White 6th May 2021</p> <p>Locality Planning Partnerships have been meeting virtually since August 2020 and have been involved in:</p> <ul style="list-style-type: none"> • Linking to Caring for Ayrshire • Development of Strategic Plan




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					<ul style="list-style-type: none"> • Considering new locality profiling information • Distributing small grant funding to community groups <p>The next phase will see re-launch of locality planning in autumn 2021 with in situ events. Groups are working on preparation for the re-launch, new TOR, Standing Orders, Roles Responsibilities and widening representation.</p>
MSG 8 The HSCP will also strengthen the support and inputs into various provider forums and the equivalent forums within the Third Sector co-ordinated through VASA.	John Wood	✓	 100%	31-Dec-2020	Provider forums have been reviewed and are operational. Further work will be undertaken to keep these under review through the commissioning team.
MSG 9 Establish a mechanism as part of the review of the IS to develop this shared understanding and to discuss on-going matters of mutual concern in terms of future financial planning, for example.	Lisa Duncan	▶	 90%	31-Dec-2021	Update provided by Lisa Duncan 10.05.2021 Improvements have been made in financial planning. Work ongoing in the management of in-year variation with options to be presented for consideration by statutory partners.
MSG 10 Over the course of 2019/20 it is intended that a Medium Term Financial Strategy will be developed.	Lisa Duncan	✓	 100%	31-Dec-2020	Update provided by Lisa Duncan 17.08.2020 This has been approved as a Medium Term Financial Plan, revision this year in line with development of the Strategic Plan.
MSG 11 We will develop a better understanding on a Pan-Ayrshire basis of the demand for hospital services by each partnership and how this compares to NRAC, "fair shares" modelling.	Lisa Duncan	▶	 95%	31-Dec-2021	Update provided by Lisa Duncan 10.05.2021 Allocations of actual activity for hospital services have calculated and will be presented on a quarterly basis in 2021-22 for review and full implementation.
MSG 12 Develop plans to allow all	Lisa Duncan	▶	 95%	31-Dec-2021	Update provided by Lisa Duncan 10.05.2021

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partners to fully implement the delegated hospital budget and set aside budget					As above allocations presented and working group set up to review in 2021-22 prior to full implementation.
MSG 13 The IJB will work with the Parties to seek agreement on the practical application of a reserves policy and the establishment of a reserve.	Lisa Duncan	✓	 100%	31-Mar-2020	Update provided by Rob Whiteford 04.11.2019 The process for the reserves policy is in place. However the financial position is such that holding any reserves is aspirational at present.
MSG 14 The Parties and the IJB will consider whether the current resources approved to enable the S95 role to be fulfilled is sufficient and fit for purpose.	Tim Eltringham	✓	 100%	31-Mar-2020	Update provided by Tim Eltringham 15.01.2020 New post of Chief Finance Officer appointed with a start date of 3 February 2020.
MSG 15 Financial reporting to the IJB will be amended to allow resources to be allocated without original party identity being stated. An integrated budget for each functional area will be prepared in pursuit of agreed Strategic Objectives.	Lisa Duncan	✓	 100%	31-Mar-2020	Update provided by Rob Whiteford 04.11.2019 Financial Reporting has been amended to show the budget as integrated. The split between SAC and NHS A&A is relegated to an Appendix.
MSG 16 There is a clear and shared understanding of the capacity and capability of the Chief Officer and their senior team, which is well resourced and high functioning.	Tim Eltringham	✓	 100%	31-Dec-2020	Update provided by Tim Eltringham 24.08.2020 CSWO, Chief Finance Officer and Senior Manager for Planning and Performance now in post. Options for the Clinical Director post recruitment are being considered.
MSG 17 IJB Strategic Plan will require to be reviewed in 2019-20 to take account of reducing resources in some functional areas and to provide enhanced information that will inform future Directions to the parties.	John Wood	✓	 100%	31-Dec-2021	Strategic Plan 2021 has now been published following considerable consultation. Work on Directions being progressed and reported separately.
MSG 18 Three-Way meeting between	Tim Eltringham	✓	 100%	31-Dec-2019	Update provided by Tim Eltringham 14.1.20.

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the IJB and the Parties to be used to facilitate improving understanding of accountabilities and responsibilities between the statutory partners at a senior level.					Programme of 3 Way Meetings has been set up. In response to ambition to have greater shared learning, Most recent meeting on 10 January 2020. Schedule of Meetings for the remainder of 2020 has been published.
MSG 19 The Scope and Governance Sub-Group established as part of the review of the IS will review current arrangements and report to a future Three-Way meeting.	Tim Eltringham		<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>	31-Dec-2019	Update provided by Tim Eltringham 03.02.2020 Report has been made to the IS Review Programme Board.
MSG 20 Establish a training programme for IJB members, including induction training, based on a completed training needs analysis.	John Wood		<div style="width: 35%;"><div style="width: 35%; background-color: #4f81bd; color: white; text-align: center;">35%</div></div>	31-Dec-2021	Some briefing on governance has taken place with members - further training to be rolled out over summer 2021 and action complete by Sept 2021.
MSG 21 Identify the specific skills held by some Board members and seek to use these to further the aims of the IJB as appropriate.	John Wood		<div style="width: 20%;"><div style="width: 20%; background-color: #4f81bd; color: white; text-align: center;">20%</div></div>	31-Dec-2021	To form part of Board member training.
MSG 22 Ensure that directions are issued for each functional area and are more detailed in that there is a clear link between strategic objectives, service requirements and resource deployment.	Lisa Duncan		<div style="width: 70%;"><div style="width: 70%; background-color: #4f81bd; color: white; text-align: center;">70%</div></div>	31-Dec-2021	Update provided Lisa Duncan 10.05.2021 Covid emergency has impacted on issuing of detailed Directions. Pan-Ayrshire working group has been set up to create clear governance and templates to be used in issuing directions for 2021-22.
MSG 23 With the support of the NHS Director of Nursing assess the current Clinical and Care Governance arrangements for the HSCP and where appropriate take necessary improvement action.	Rosemary Robertson		<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>	31-Dec-2020	Update provided by Rosemary Robertson 21.08.2020 The Clinical and Care Governance role within the partnership sits with all Head of Service, CSWO and Managers within the responsibility of Health and Local Authority Leads. The review of significant events is managed through the review of the formalised reports from the Health and Safety

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					<p>Executive. These reports reflect the, Datix, Audits, SBARS and Public Protection Operating Procedures for the population of South Ayrshire. This group support mitigation of the risks identified from the AERG group to single disciplines within the partnership. The Chair of the AERG is Associate Nurse Director, who will report to the Clinical and Care Governance Group chaired by the Chief Officer for the Partnership. The group support operating procedures that develop policies and reports for assurance, learning and safe care.</p> <p>The partnership has reviewed it's Clinical and Care Governance structure supported with a paper to IJB at the beginning of the year. The recommendations were accepted and agreed by IJB, the motion was to have a combined group of the Clinical and Care Governance Group and the Clinical and Care Governance Committee to merge into one group chaired by the Chief Officer for the partnership.</p> <p>Due to COVID this group has formed, with representation from HOS, SM, DMT, Councillors, 3rd and Voluntary organisations. The commitment of the meeting structure is agreed and will be implemented as we phase into work streams following COVID phases of the work plan for Social Distancing.</p> <p>The Clinical and Care Governance Group will report into the NHS Board Governance Structure.</p>
MSG 24 Review effectiveness of recently instituted Clinical and Care Governance arrangements as at 31st December, 2019.	Tim Eltringham	✓		31-Dec-2020	<p>Update provided by Tim Eltringham 24.08.2020</p> <p>Revised Care and Clinical Governance meetings structure has been established. Schedule impacted by Covid. First meeting in May and second planned for September 2020.</p>

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MSG 25 Reassess membership of Clinical and Care Governance Committee to ensure there is sufficient independent scrutiny and oversight.	Tim Eltringham	✓	 100%	31-Dec-2020	Update provided by Tim Eltringham 24.08.2020 Paper presented to the IJB on 17 February sought agreement to the discontinuation of the Clinical and Care Governance Sub Committee of the IJB. This was agreed and functions now fulfilled by Care and Clinical Governance Group chaired by Director.
MSG 26 Establish a formal 6 monthly performance management review arrangement involving the CEOs, Chief Officer and Management Team.	John Wood	✓	 100%	31-Dec-2021	PDR process in place.
MSG 27 More will be done to share learning from inspection reports, including from the Care Inspectorate and Audit Scotland, and from internal review and performance activity.	Scott Hunter	▶	 50%	31-Dec-2021	Update provided by Scott Hunter 10.05.2021 A review of CSWO function resulted in identification of a range of Quality Assurance issues resulting in the appointment of a Quality Assurance officer. This person commenced in April 21 and is now linking with the Team Leader for Practice Development to ensure that any learning is supported by the practice development team.
MSG 28 Locality Planning Groups are the Partnership's key engagement vehicles for local communities and there is work being undertaken to strengthen the representation on these groups and to improve their effectiveness.	Phil White	▶	 60%	31-Dec-2021	Update provided by Phil White 6th May 2021 Locality Planning Partnerships have been meeting virtually since August 2020 and have been involved in: <ul style="list-style-type: none"> • Linking to Caring for Ayrshire • Development of Strategic Plan • Considering new locality profiling information • Distributing small grant funding to community groups The next phase will see re-launch of locality planning in autumn 2021 with in situ events. Groups are working on preparation for the re-launch, new TOR,

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					Standing Orders, Roles Responsibilities and widening representation.
MSG 29 The Partnership will also link to broader Community Planning initiatives.	Phil White		<div style="border: 1px solid black; background-color: #4f81bd; width: 70%; padding: 2px;">70%</div>	31-Dec-2021	<p>Update provided by Phil White 07.05.2021</p> <p>The HSCP continues to significantly contribute to wider Community Planning Partnership initiatives and planning including:</p> <ul style="list-style-type: none"> • Supporting the Wallacetown SDP and the linked work at improving outcomes for the area • Developing thinking on mental health and well-being and reducing suicides at CPP level • Developing broader plans to increase community capacity <p>The HSCP also led a CPP workshop linked to the SA Wellbeing Pledge seeking to widen CP part ownership of the wellbeing work</p>
MSG 30 Continue to undertake a programme of engagement with stakeholder in line with principles set out in IJB Participation and Engagement Strategy.	John Wood		<div style="border: 1px solid black; background-color: #4f81bd; width: 100%; padding: 2px;">100%</div>	31-Dec-2021	Full Stakeholder Engagement undertaken as part of Strategic Plan. Comms and Engagement Strategy to be published before end of 2021 and reported separately.
MSG 31 Finalise and approve a Young Carers Strategy. Implementation of the Action Plans from the Adult and Young Carer Strategies to ensure on-going improvement agenda is delivered.	Phil White		<div style="border: 1px solid black; background-color: #4f81bd; width: 100%; padding: 2px;">100%</div>	31-Dec-2020	Young Carers Strategy developed and signed off at IJB in early 2021.