

Note of Meeting

Meeting:	Strategic Planning Group	
Date:	13 March 2019 at 9.30am	
Present:	Patricia Cassidy Suzanne Thomson Amanda Templeman Kenny Gillespie Jennifer Steele Allyson Black Fay Godfrey Evelyn Crosbie Lorraine Scott (minute)	Chief Officer HSCP Programme Manager HSCP Chief Finance Officer HSCP Head of Housing Falkirk Council Service User Representative Falkirk Council Councillor Alzheimer's Scotland Service User representative Falkirk HSCP
In Attendance:	Adrian McLaughlin Margaret Petherbridge	Service Manager SWAS (Item 1) Project Dev Manager SWAS

		Action
1.	Presentations	
1.1	<p>Carers Strategy</p> <p>Margaret Petherbridge, Project Development Manager, provided an update on the development of the Falkirk Carer's Strategy. The strategy represents both young carers and adult carers.</p> <p>MP circulated a briefing note and the draft Carers Strategy for information and provided an overview of both documents.</p> <p>The draft strategy has been developed in line with the national guidance and co-produced through the involvement and engagement of carers and partners. This work has been overseen by the Falkirk Carers Act Implementation Group.</p> <p>The following priority areas have been identified for inclusion in the strategy:</p> <ul style="list-style-type: none"> • Reduce impact of caring on health & wellbeing • Carers employability (Carer Positive) • Developing community support • Market shaping – build on Respite, creative breaks, new commissioning approaches etc. • Breaks from caring • Emergency Planning • Carer involvement in hospital discharge • Preventative support • Transition Pathways • Identifying hidden carers. 	

	<p>AB noted the importance of early transitions work between Social Work and Education Services that should also support carers with the transition to adult services. MP reported that a moving on event had been held with pupils and parents at Carron Grange to share information about the Independent Living Grant and alternative options available to them.</p> <p>It was noted that Children's Social Work Services and Social Work Adult Services will continue to work together to support carers, for example adult carers of children with disabilities and young carers supporting an adult.</p> <p>There was discussion on the carer eligibility framework, previously agreed by the Integration Joint Board (IJB). MP advised this applies to all carers and the Act required authorities to explore with carers better and alternative ways to support them. There was discussion on the responsibility to support carers where the cared for person may live in another local authority area.</p> <p>MP noted that further work will be done through the establishment of locality teams to identify carers and their needs. This will be used to inform service developments.</p> <p>MP advised that a draft Action Plan has been developed and included in the Strategy. The Falkirk Carers Act Implementation Group will monitor the progress of the Action Plan on a quarterly basis and report back to Falkirk Council and the IJB twice a year.</p> <p>The draft plan will be presented to the IJB on 5 April 2019 for approval.</p>	
1.2	<p>Strategic Plan Update</p> <p>ST provided an update on the development of the draft Strategic Plan 2019-22. This was circulated for comments. ST provided a brief recap on the review of the first Strategic Plan and the process to refresh the new plan. This has involved workshops with the IJB and SPG, with regular update reports provided.</p> <p>The Strategic Plan sets out the ambitions of the IJB for the HSCP over the next 3 years.</p> <p>ST noted the work to update the Strategic Needs Assessment that had been used to inform the identification of priorities. This has subsequently been published online.</p> <p>The draft plan sets out the strategic context for the Partnership, including challenges and opportunities and the scale and pace of transformational change required.</p> <p>ST summarised the proposed changes to the vision, outcomes and priorities. The draft plan provides a summary of the achievements</p>	

	<p>against the priorities of the first plan. The Annual Performance reports contain more detailed information and links will be embedded in the plan to these reports.</p> <p>PC discussed that as the integrated management structure for the HSCP has now been agreed, this will provide capacity and focus to develop detailed Locality Plans. These will be led by the Locality Managers and will look at local needs and requirements, and will liaise with community groups and organisations.</p> <p>There was discussion on the importance of creating and supporting sustainable and vibrant communities, and to continue to link with Community Planning Partners. LM noted the recruitment process for the three Community Development Workers that will work for the HSCP is ongoing and they will have a key role to engage with communities.</p> <p>The importance of housing was noted and KG reported that a dedicated Housing Officer post has been established to support the Rapid Rehousing Transition Plan and Housing First work.</p> <p>The SPG agreed that the draft Strategic Plan will be presented to the IJB on 5 April for approval.</p>	
2.	Note of Previous Meeting: 8 January 2018	
	<p>The note of previous meeting was agreed as accurate.</p>	
3.	Matters Arising	
3.1	<p>Community Led Support</p> <p>It was reported that the planned SPG workshop on Community Led Support has been deferred to the next meeting due to availability of officers to host the workshop today. The June session will include an update on the diagnostic mapping work and the programme of community engagement and future workshops.</p>	
3.2	<p>Palliative and End of Life Care</p> <p>ST provided an update on information received from Sandra Campbell, Macmillan Nurse Consultant for Cancer & Palliative Care:</p> <ul style="list-style-type: none"> the Macmillan Health Care Support Worker project is doing well and health economic modelling will be applied as it progresses as part of the evaluation process. the SPCIT 4All project – progress has been slow however the tool has been introduced into the 7 care homes involved in the 	

	<p>project. The SPICT is a simple tool designed to help health and care professionals find people who might benefit from better supportive and palliative care, including thinking ahead and planning future care. NHS FV Quality Improvement team are supporting the Cancer team with data collection, evaluation and ongoing education.</p>	
4.	Partnership Funding Update	
4.1	<p>LM provided an overview of the papers circulated to the Strategic Planning Group. These papers included an overview of recommendations made by the Partnership Funding Group (PFG) on 26 February 2019 and an update of the review of the Partnership Funding programme.</p> <p>LM reported that the PFG considered 4 proposals for Partnership Funds and 6 proposals for Carers Funds. These were attached to the report at Appendices 1 and 2 respectively. LM noted that additional funds had been allocated by the Scottish Government to support the implementation of the Carers Act. It had previously been agreed by the IJB that the allocation of carers funding should be in line with Partnership Funding arrangements.</p> <p>The SPG considered each of the appendices and agreed to the recommendation from the PFG.</p>	
4.2	<p>LM presented a report providing a summary of the output from the Partnership Funding workshop, held at the SPG meeting on 8 December 2018.</p> <p>The purpose of the workshop discussion was to consider the current Partnership Funding programme, in terms of success, limitations and how the programme should be structured and co-ordinated going forward. The output from discussion will be considered during the Partnership Funding Programme review process, with recommendations being made to the IJB in due course.</p>	
5.	IJB Update	
	<p>PC provided an update on the reports that were presented to the IJB in February 2019. The summary report had been circulated to the SPG for information.</p> <p>There was discussion on the following reports:</p> <ul style="list-style-type: none"> • Housing Contribution Statement – KG reported that 90% of new Council build housing will be accessible / adaptable. KG provided information on the Strategic Housing Investment Plan (SHIP). The plan is influenced by housing supply targets set out in the Local 	

	<p>Housing Strategy and Local Development Plan (LDP). It sets out key strategic housing investment priorities to support the delivery of this target. It also sets out plans for the supply of housing across other tenures, where appropriate, over a 5 year period. It was noted that work has started to prepare a revised Housing Contribution Statement (HCS) that will align with the Strategic Plan. The SPG will be involved in the development of the HCS.</p> <ul style="list-style-type: none"> • Chief Officer Report – The Care Inspectorate (CI) inspected Summerford House in December 2018 and published a report on 7 January 2019. Since then the service has been working with the CI to implement the actions contained in the improvement plan. They are due to inspect Summerford House again within the next few weeks and an update will be provided to the Board and Clinical and Care Governance Committee. • Integrated Structures Update – IJB has approved the proposed integrated management structure. This includes 2 Head of Integration posts and 3 Locality Manager posts. There is ongoing work to finalise job descriptions and the recruitment process will follow. It was noted this additional capacity in the structure is welcomed and will enable pace around transformational change. PC reported that Joe McElholm, Head of Social Work Adult Services will retire in July 2019, and noted with thanks his contribution to the service. • Financial Report – the IJB noted the projected overspend of £2.692m of which £200k attributed to housing adaptation work. The balance of the overspend relates to health services. There are ongoing discussions regarding the risk development structure which shall be developed as localities are progressed. The budget for 2019/20 is currently being progressed. • Performance Report – in addition to the performance report to IJB PC discussed the submission to the Ministerial Strategic Group for Health and Social Care (MSG) which reviewed the progress of integration of health and social care from the Audit Scotland report published November 18. This produced a number of proposals that performance will now be monitored against and will be a self-assessment tool for the Scottish Government. • Community Falls Improvement Work – a refresh of the Forth Valley Falls strategy will be published later in 2019. 	
6.	SPG Forward Planner	
	ST circulated a draft forward planner for meetings to the group and requested that any suggested agenda items are forwarded for inclusion in the planner.	SPG

	<p>The meeting proposed updates on the Housing Contribution Statement and the Rapid Rehousing Transition Plan.</p> <p>There was discussion on the structure of the meetings and their value. This was linked to the current membership of the SPG and attendance, which has been an ongoing issue. It was noted that with the development of the new plan and the establishment of integrated locality teams, this would be a good time to consider the membership of the group, aligned to priorities.</p>	
7.	AOCB	
	There were no items raised.	
8.	Date of Future Meetings	
	9 August 2019 at 9.30am in DTH	
	4 October 2019 at 9.30am in DTH	