
Discussion Paper
Strategic Planning Group
28 August 2014

Subject: **Strategic Planning Group**

Purpose: Highlight role, remit, governance and membership of the Strategic Planning Groups as a result of draft Scottish Government regulations

Recommendation: The Strategic Planning Group to discuss, note and review:

- a) Strategic Planning groups now in place in each partnership
- b) Proposed role and remit
- c) Proposed governance
- d) Proposed membership
- e) Proposed next steps

1. Background

- 1.1 The Strategic Alliance Integration Sub Group received an update on the Strategic Planning Group at its meeting on the 16th May 2014. This paper was formulated based on the Joint Improvement Team Guidance note on Joint Commissioning which was previously provided to the CHP Forum. The Strategic Alliance was supportive of the approach described in this paper.
- 1.2 On the 27th May 2014 Scottish Government released phase two regulations, which included the membership requirements for the Strategic Planning Group
- 1.3 In each of the Ayrshire Partnerships there was local agreement to develop the Strategic Planning Group from the previous CHP Forum and to expand membership.

2. Current Position

a) Proposed Role and Remit

- 2.1 The Strategic Planning Group will play a pivotal role in the support of the H&SCPs.
- 2.2 The group will require to deliver on a number of roles as noted below:

- Receive clear direction from the Shadow Integration Board (SIB) and Integration Joint Board (IJB) to ensure the Strategic Planning Group meets the Strategic priorities set within agreed timescales
- Generate the first 'holding' strategic plan for the H&SCP and from 2015/16 undertake the generation of a three year plan.
- Generate Integration Fund Plan, which will be informed by 5 Strategic Plan priorities by 12th December 2014. (Appendix 1, Appendix 2 and Appendix 3)
- To 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' including membership from other Health Board and Local Authority areas, if required
- Provide a reality check between the stakeholder aspirations of the Strategic plan and the financial realities in which services require to shift to co-production approaches. This will also include discussions in relation to workforce planning.
- Display positive behaviours which support the integration agenda to peers and other stakeholders
- Provide advice to the Shadow Integration Board (SIB) and Integration Joint Board (IJB) when developing responses to emerging Scottish Government Policy and regulations.
- Provide an effective conduit and feedback loop to the SIB and IJB members on key proposals and service changes by linking effectively to wide groups of staff, users, carers, clinical & care professionals and locality members.
- Through robust and engaged membership the Strategic Planning Group will bring forward key issues of concern expressed in our locality planning arrangements from the communities.

b) Governance

- 2.3 To ensure effective governance and accountability it is proposed that the vice chair of the Shadow Integration Board (SIB) chairs the Strategic Planning Group. In North Ayrshire this is Councillor Anthea Dickson.
- 2.4 It is also proposed to have the Strategic Planning Group as a standing item of the SIB/IJB agenda to ensure an effective feedback loop from SIB/IJB members to staff, users, carers, patients and locality members.
- 2.5 It is proposed that the SIB and Strategic Planning Group hold a bi-annual meeting to set priorities and areas of focus for the coming six months. This event will be co-chaired by the SIB/Strategic Planning Group chairs.

c) Membership

- 2.6 The Government regulations have identified a more defined group of stakeholders to be involved in Strategic Planning than the JIT Guidance Note issued in February 2014.
- 2.7 The members proposed are:
- An individual Health Professional working in North Ayrshire
 - An individual user of health care living in North Ayrshire
 - An individual of carer of healthcare living in North Ayrshire
 - An individual commercial provider of healthcare
 - An individual non-commercial provider of healthcare

- An individual social care professional working in North Ayrshire
- An individual user of social care living in North Ayrshire
- An individual commercial provider of Social Care
- An individual non-commercial provider of Social Care
- An individual non-commercial provider of Social Housing
- An individual from the Third Sector body

2.8 This totals a minimum membership of 11 individuals; however partnerships are free to identify additional members as required to meet local need e.g. Hospice, areas of thematic interest or 'lead' partnership services.

2.9 Each of the Ayrshire Partnerships has already identified the need for Finance involvement to ensure plans are able to be delivered within existing financial envelopes. There is also recognition that representation from Local Authority Trade Unions, Acute Sector and boundary Partnerships is also required.

2.10 The impact of locality planning will also affect the Strategic Plan as this process develops.

3. Proposals

a) Short term 2014/15

3.1 There is a need to co-produce the membership of the Strategic Planning Group with key stakeholders over the summer e.g. Users, Third Sector, Independent Sector and Carers. The North SPG will consider its membership and any gaps on 28th August 2014.

3.2 The Partnerships will begin to explore Locality Planning Group arrangements over the coming months. This will impact on the membership and role of the Strategic Planning Group as it develops.

3.3 It is proposed to retain the current membership of the CHP Forum, adding in the new membership required from the regulations. As the draft 'holding' strategic plan is required for October 2014, there is limited time to make this arrangement dynamic.

3.4 The 2014-15 timetable and process for the Strategic Plan is as follows:

	Action	Timescales
1	Set up Strategic Planning Groups	End of June 2014
2	Prepare proposals about matters the Strategic Plan should contain – draft framework	End of June 2014
3	Consult the Strategic Planning Groups on draft framework	End of July 2014
4	Prepare first draft of Strategic Plans	End of September 2014
5	Consult the Strategic Planning Groups on draft of Strategic Plans	End of October 2014
6	Prepare second draft of Strategic Plans	End of November 2014
7	Consult the Strategic Planning Groups and wider stakeholders on second draft of Strategic Plans	End of February 2015
8	Prepare final Strategic Plans	End of March 2015
9	Approval of Strategic Plans by Integration Joint	End of April 2015

	Boards	
10	Publication of Strategic Plans	End of May 2015

3.5 Our larger Strategic Planning Group will develop the first holding plan for the H&SC Partnership. It will support a comprehensive engagement arrangement with all key stakeholders within the H&SCP as Locality Planning Arrangements develop.

b) Medium term 2015/16

3.7 As the Partnership delivers an integrated arrangement one might also expect that single representatives could deliver integrated core group roles within the Strategic Planning Group; rather than the separate roles suggested by the regulations.

This might be:

- A single carer representing **both** health and social care
- A single service user in receipt of **both** health and social care
- The independent sector representing **both** commercial health and social care providers
- The Third Sector representing **both** non-commercial health and social care providers

3.8 There will be time to develop a dynamic arrangement of workshops and care group sessions, allowing the Strategic Planning Group to review its three year plan with expert groups across the whole system, including sessions with locality planning groups.

3.9 The SPG will provide a six monthly update on the success of the integrated fund.

c) Longer – term 2016 onwards

3.10 The Strategic Planning Group will undertake annual reviews and amend the plan based on IJB, Locality and Stakeholder feedback including that from Scottish Government.

3.11 The issue of a single health professional or social worker representing the whole system is a challenge and until the Locality Planning arrangements are fully robust, multi-professional representation should remain in place to ensure effective communications.

3.12 In the future there may be opportunities to use the developing Clinical Director role for the H&SC Partnership as the voice for other health professionals including the Independent Contractors. This approach may also develop for social work being represented by the lead Social Work Officer.

4. Conclusion

4.1 The new regulations have assisted in focussing the role of the Strategic Planning Group. It is vital that the final solutions are co-produced with Staff, Users, Third Sector, Independent Sector and Carers.

4.2 It is expected that the Strategic Planning group, its membership and role will evolve as the partnership moves forward.

For more information please contact CHP Facilitators.

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Appendix 1

Please see paper 5a