

**Governance: Terms of Reference and Membership**

Integrated Joint Board (IJB) Strategic Planning Group

**A. Remit of group**

The Strategic Planning Group will have a significant role in supporting the IJB to deliver against the National health and wellbeing outcomes:

1. People are able to look after and improve their own health and wellbeing and live in good health for longer.
2. People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.
3. People who use health and social care services have positive experiences of those services, and have their dignity respected.
4. Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.
5. Health and social care services contribute to reducing health inequalities.
6. People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.
7. People using health and social care services are safe from harm.
8. People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.
9. Resources are used effectively and efficiently in the provision of health and social care services.

The group will be responsible for the following:

- Develop the initial baseline strategic plan for the IJB. This plan will incorporate strategic commissioning priorities, organisational development, localities based activity, and include a 3 year action plan.
- Oversee the implementation of the 3 year action plan.
- Monitor performance against national outcomes and locally agreed outputs.
- Annual review of the strategic plan and 3 year action plan.
- Provide advice to the IJB in responding to emerging Scottish Government Policy and regulations.
- Support the IJB on key proposals and service changes by linking effectively with staff, users, carers, clinical & care professionals and locality members.

**B. Frequency**

The group will meet on a monthly basis.

**C1. Lead Officer**

To ensure effective governance and accountability the Chief Officer will chair the Strategic Planning Group.

**C2. Contact**

The Lead Officer will be supported by officers from the Commissioning and Programme Management team.

**D. Reporting**

A report from the Strategic Planning Group will be a standing item of the IJB agenda. This report will include regular updates on performance and the progress of defined actions or programmes of work that have been agreed.

**E. Membership**

A representative from each of the following groups:

- health professionals
- users of health care
- carers of users of health care
- commercial providers of health care
- non-commercial providers of health care
- social care professionals
- users of social care
- carers of users of social care
- commercial providers of social care
- non-commercial providers of social care
- non-commercial providers of social housing
- third sector bodies carrying out activities related to health care or social care

**F. Review**

The group remit, progress and membership will be reviewed annually in January each year by the IJB.