

MINUTE of MEETING of the WEST LOTHIAN INTEGRATION STRATEGIC PLANNING GROUP of WEST LOTHIAN COUNCIL held within STRATHBROCK PARTNERSHIP CENTRE, 189(A) WEST MAIN STREET, BROXBURN EH52 5LH, on 11 AUGUST 2016.

Present – Jane Kellock (Chair, Health Professional), Alan Bell (Social Care Professional), Ian Buchanan (User of Social Care), Colin Briggs (Health Care Professional) Elaine Duncan (Health Professional), Steve Field (Professional), James McCallum (Health Professional), Mary-Denise McKernan (Carer of Users of Health Care) and Patrick Welsh (Chief Finance Officer)

Apologies – Marion Barton, Jim Forrest, Margaret Douglas, Jane Houston, Carol Mitchell, Robert Telfer and Charles Swan

1. MINUTE

The Group confirmed the Minute of its meeting held on 30 June 2016. The Minute was thereafter signed by the Chair.

2. OLDER PEOPLES COMMISSIONING PLAN - NEEDS ASSESSMENT

A report had been circulated by the Director providing an update on the needs assessment that would inform the Older Peoples Commissioning Plan.

The report recalled that at the meeting on 24 March 2016 the Integration Joint Board (IJB) approved its Strategic Plan which included details of how high level outcomes were to be achieved through a process of strategic commissioning. The Strategic Plan also included a commitment to develop a series of care group based commissioning plans.

Attached to the report at Appendix 1 was the scheduled and current progress for the development of the plan for Older People. The first phase of this had now been completed in respect of the analytical phase – the needs assessment; a copy of which was circulated at the meeting.

Recommendations from the needs assessment were derived from evidence gathered and analysed from the review of literature, surveys and field work including study informants; these had been grouped under six key themes. The group were advised that the emerging recommendations were as to be expected.

The recommendations had been developed to match the level of commitment and desire demonstrated and a focus on the recommendations would lead to a comprehensive programme of change and improvement in the communities in which they lived.

It was proposed that following engagement with the Strategic Planning Group, a final draft would thereafter be presented to the Integrated Joint Board for approval and any comments before going to the IJB meeting would be welcome.

Decision

- 1) Noted the contents of the report;
- 2) Noted the contents of the summary of the emerging recommendations;
- 3) Noted that the final version of the report would be presented to the next meeting of the IJB taking place on 23 August 2016 for approval; and
- 4) Agreed that prior to submission to the IJB for approval members of the Strategic Planning Group were to submit comments on the document to Alan Bell for consideration.

### 3. MENTAL HEALTH COMMISSIONING PLAN - NEEDS ASSESSMENT

A report had been circulated by the Director providing an update on the needs assessment that would inform the Mental Health Commissioning Plan.

The report recalled that at the meeting on 24 March 2016 the Integration Joint Board (IJB) approved its Strategic Plan which included details of how high level outcomes were to be achieved through a process of strategic commissioning. The Strategic Plan also included a commitment to develop a series of care group based commissioning plans.

Attached to the report at Appendix 1 was the schedule and current progress for the development of the plan for Mental Health services. The first phase of this had now been completed in respect of the analytical phase – the needs assessment; a copy of which was circulated at the meeting.

Recommendations from the needs assessment were derived from evidence gathered and analysed from the review of literature, surveys and field work including study informants; these had been grouped under six key themes. The group were advised that the emerging recommendations were few in number at this stage but it was expected that these would increase in due course as the needs assessment reached its full conclusion.

The recommendations had been developed to match the level of commitment and desire demonstrated and a focus on the recommendations would lead to a comprehensive programme of change and improvement in the communities in which they lived.

It was proposed that the following engagement with the Strategic Planning Group, a final draft would thereafter be presented to the Integrated Joint Board for approval and any comments before going to the IJB meeting would be welcome.

Decision

- 1) Noted the contents of the report;
- 2) Noted the contents of the summary of the emerging recommendations;
- 3) Noted that the final version of the report would be presented to the next meeting of the IJB taking place on 23 August 2016 for approval; and
- 4) Agreed that prior to submission to the IJB for approval members of the Strategic Planning Group were to submit comments on the document to Alan Bell for consideration.

#### 4. PHYSICAL DISABILITY COMMISSIONING PLAN

A report had been circulated by the Director in respect of the strategic commissioning plan for Adults with a Physical Disability.

The report recalled that at the meeting on 24 March 2016 the Integration Joint Board (IJB) approved its Strategic Plan which included details of how high level outcomes were to be achieved through a process of strategic commissioning. The Strategic Plan also included a commitment to develop a series of care group based commissioning plans.

Attached to the report at Appendix 1 was the final draft of the plan and it was proposed that this would be presented to the IJB on 23 August 2016 for approval.

The group were advised that this particular commissioning plan was the least complex to produce and that the needs assessment was largely in keeping with what was already being carried out in West Lothian.

In relation to a question concerning peer support it was confirmed that this was included in the Engagement Strategy but an understanding was provided that this would be strengthened in that particular document which was subject to a separate report on the agenda.

It was recommended to invite comments from members of the Strategic Planning Group on the commissioning plan for Adults with a Physical Disability before it was presented to the IJB on 23 August 2016 for approval.

#### Decision

- 1) To note the contents of the commissioning plan for Adults with a Physical Disability;
- 2) To note that reference within the Participation & Engagement Plan in relation to Peer Support would be reviewed and re-forced if necessary; and
- 3) To note that the plan would be presented to the IJB on 23 August

2016 for approval.

## 5. TECHNOLOGY ENABLE CARE PROGRAMME

A report had been circulated by the Director providing details of the West Lothian Technology Enabled Care Programme (WL TEC Programme).

The group were advised that Technology-Enabled Care was defined as *“where outcomes for individuals in homes or community settings were improved through the application of technology as an integral part of quality cost-effective care and support”*. This included, but was not limited to, the use of telecare, telehealth, teleconsultation, video conferencing and mobile health & wellbeing.

West Lothian had recently been awarded £515,000 by the Scottish Government TEC Fund to participate in the 2 year national TEC programme. This would enable West Lothian to build upon its original investment in telecare technology and accelerate commitments in line with emerging national and local priorities and technological developments.

The funding would allow West Lothian to expand the range of services offered and provide greater opportunities to meet an increased number of service users, in particular :-

- Meet the increase in demand for services from the growing elderly population and people with dementia to enable them to live as independently as possible within their own home;
- Rebalancing the health inequalities in West Lothian; and
- Expand and integrate the routine use of TEC and ensure TEC became sustainable and an embedded feature within health, housing and care support services.

As part of the programme West Lothian would be delivering the use of TEC in the following three areas :-

1. Expansion of home health monitoring as part of integrated care plans;
2. Expand the range and extent of Telecare use with a particular focus on upstream prevention to support hospital discharge and reduce the rate of re-admissions; and
3. Expand the use of video conferencing to support teleconsultations and training and reduce the need for face-to-face consultations.

The group continued to be advised that it was intended that over 600 users throughout West Lothian would benefit from the programme and those users would be selected from a large client group including elderly groups and Care @ Home.

Attached to the report were a series of appendices providing further guidance on the bid and the proposed outcomes of the programme noting that it was very important to have a structured approach to the programme and the use of the funding to ensure that the right outcomes were achieved. It was also intended that regular six monthly updates would be provided to the IJB.

A discussion ensued noting that the use of technology in such care programmes was becoming more acceptable particularly as the aging population were more knowledgeable about the use of technology. It was however important to remember that some clients would continue to prefer personal contact and that the use of technology would not suit all clients.

Additionally the financing of such future technological advances was discussed. It was important to note that any funding set aside for such projects was spent in the right areas with discernible outcomes and benefits for all parties concerned and that quality of care remained at the heart of the project.

It was recommended that the Strategic Planning Group note and consider the information in relation to the future provision of technology enabled care in West Lothian.

#### Decision

- 1) To note the contents of the report;
- 2) To welcome the further use of technology enabled care, being mindful of the costs involved;
- 3) To note that the report would be presented to the IJB meeting on 23 August 2016 for approval; and
- 4) To note that 6 monthly updates would be provided to the IJB.

## 6. PARTICIPATION AND ENGAGEMENT STRATEGY

A report had been circulated by the Director which presented a draft West Lothian Integration Joint Board Participation and Engagement Strategy, a copy of which was attached to report at Appendix 1.

The report recalled that on 7 April the Strategic Planning Group (SPG) noted that the Integration Scheme committed NHS Lothian and the council to develop a Participation and Engagement Strategy and which was to be approved by the Integrated Joint Board (IJB) within one year of the establishment of the IJB and reviewed regularly thereafter.

The draft strategy considered by the SPG on 7 April 2016 had been reviewed and following further input from health and social care officers and members of the SPG, a number of revisions were proposed and these were summarised in the report and included the establishment of a

health and social network, engagement with the third sector to be reviewed and development of the internet as a further key means of informing and engaging with communities and staff.

An Action Plan has also been devised and this was attached to the report at Appendix 1. This set out the main activities which the IJB would carry out in 2016-17 to support the commitments set out in the strategy. It was proposed to report on progress to both the SPG and the IJB early on in 2017-18 with a new one year action plan to be agreed at the same time.

The report then provided details of the organisations that would be contacted as part of the consultation exercise noting that any additions to this list would be welcome. It was intended that the consultation would take place over a three week period before proceeding to the IJB for approval.

There then ensued a discussion in which a number of points were raised by Ian Buchanan and included the promotion of ALISS, being mindful of how the Health and Social Care Network connected with members of the public, feedback from other IJB's, consideration of where the St John's Patient Forum fitted into the bigger picture and noting that the Association of Community Councils no longer existed so an alternative organisation needed to be considered. A number of other suggestions were also made and included consulting with the Equality Human Rights Commission, consulting with the appropriate trade unions, expansion of Section 15 of the strategy and a review of the format of the Action Plan before it went out for consultation.

The group also explored the manner in which the consultation would be carried out and included use of the council web site and also making direct contact with those organisations that had previously made comment on the strategy. It was also suggested that officers investigate the use of Survey Monkey (or alternative) for carrying out the consultation.

It was recommended that the Strategic Planning Group :-

1. Note the draft Participation and Engagement Strategy;
2. Provide guidance on any revisions required to the draft strategy; and
3. Agree to make the draft available for consultation prior to approval by the Integrated Joint Board.

#### Decision

1. To note the contents of the draft Participation and Engagement Strategy;
2. To note the various suggestions made in relation to the content of the draft strategy;
3. To note the various suggestions in relation to whom should be consulted on the draft strategy and the best methods to be used

including exploring the use of Survey Monkey (or alternative); and

4. To note that following the consultation period the draft strategy would be presented to a meeting of the IJB for approval.

7. WORKPLAN

A workplan had been circulated which provided details of the work of the Strategic Planning Group over the coming months.

Decision

To note the contents of the workplan