

## Minute of Strategic Planning Advisory Group

---

**Date:** Wednesday 27 March 2019

---

**Time:** 2.00pm

**Place:** Maybole Committee Room, County Buildings,  
Wellington Square, Ayr, KA7 1DR

---

### Present

Councillor Brian McGinley  
David Richardson, South Ayr and Coylton Locality Planning Group Representative  
Phil McAleer, Head of Ambulance Services, Ayrshire  
Maureen Murray, Dietetic Service Manager  
Martin Rogan, South Ayrshire Carers Centre  
Kevin Anderson, Service Lead – Corporate and Housing Policy  
Rita Miller, North Ayr Locality Planning Group Representative  
Mark Baker, Service Lead – Corporate Planning and Improvement  
Hal Maxwell, Girvan and South Locality Planning Group Representative  
Bill Gray, Senior Manager - Planning & Performance  
Peter Byrne, Dental Representative  
Tim Eltringham, Chief Officer and Director of Health and Social Care  
Joy Tomlinson, Public Health  
Phil White, Partnership Facilitator

### In Attendance

Steven Kelly, SDS Team Leader  
Elaine Caldwell, Public Health Programme Lead  
Brenda Knox, Public Health  
Kimberley Ward, Secretary (Minutes)

**Chair** - Councillor Brian McGinley in the Chair.

#### 1. **Apologies for Absence**

Apologies for absence were submitted on behalf of Mandy Yule, Kerr Maconochie, Elaine McClure, John Swiatczak-Steele, Glenda Hanna, Ian Leith, Elaine Hill, Katrina McFarlane, Douglas Orr, Margaret Milligan and Dr Chatainya Mudunuri.

#### 2. **Minutes of Previous Meeting**

The minute of the meeting held on 25 October 2018 ([previously circulated](#)), was agreed as an accurate record.

### 3. Matters Arising

The Senior Manager - Planning and Performance took the Group through the Matters Arising ([previously circulated](#)).

Mr Phil McAleer, Scottish Ambulance Service provided an update on current changes within the service. A clinical response model has recently been implemented which has changed the response to specific calls. For example, 3 clinicians will be sent to a call for cardiac arrest. So far, this has resulted in a 43% increase in survival rates, however, it does have an impact on the response time for other calls. In the 18 month trial period, there have not been any adverse effects recorded.

A review of demand and capacity is currently taking place within the Scottish Ambulance Service on a National basis in terms of shift work. The Patient Transport Service is also undertaking a shift review as a result of hospital discharges now taking place over 6 or 7 days each week.

It was noted that from 2021, all paramedics will have to be trained to degree level.

A “Safe to Sit” campaign is currently ongoing which recommends patients are transferred to a chair rather than a trolley, where possible. Research has shown that bed-rest is hugely detrimental to patients with 10 days bed-rest being the equivalent to 10 years muscle waste. The campaign aims to promote effective recovery.

Councillor McGinley thanked Mr McAleer for this helpful update and advised that it would be beneficial for the Group to be able to keep up to date with ongoing changes within the service.

**It was agreed (1) that a 30 minute CPR presentation, including the use of defibrillators, will be given at the next SPAG meeting; (2) Locality Planning Group representatives will advise their respective groups of the date and time of this presentation; and (3) members will confirm their attendance or otherwise to Kimberley Ward.**

### 4. Transforming Primary Care

Phil White, Partnership Facilitator provided a presentation on the arrangements for Transforming Primary Care.

Mr White encouraged SPAG Members to watch the video contained within the presentation as it provides more context to the information he has provided.

**It was agreed that (1) the presentation would be circulated to SPAG Members for their reference and for discussion with those that they represent; and (2) “Transforming Primary Care” will be a standing item on the SPAG agenda going forward.**

## **5. Population Mental Health & Wellbeing Strategy**

Elaine Caldwell and Brenda Knox, Public Health, provided a presentation on the Population Mental Health & Wellbeing Strategy.

It was noted that the data contained within the presentation was from 2015 and therefore may not be an accurate representation of mental health in South Ayrshire. It was also noted that the household survey only surveyed 70 people which is a relatively small sample size.

**It was agreed that this presentation would be circulated to SPAG Members for their reference and for discussion with those that they represent.**

## **6. Remit and Membership of the SPAG**

A report was submitted ([previously circulated](#)) by the Chief Officer asking the Group to review its current terms of reference and membership, details of which were provided as part of the report.

Bill Gray, Senior Manager - Planning and Performance provided background information in relation to the Terms of Reference, current membership and the purpose of the Group. It was noted that it is a statutory requirement that this Group exists and meets on a regular basis.

It had been agreed locally by the IJB that this Group would review policies and strategies prior to their submission to the Board, however, the timetabling of meetings can mitigate against this. However, the primary function of the Group is to comment on the development of the IJB’s Strategic Plan and to keep it under review. It is important that Group Members are clear on this statutory element to their role.

Members agreed that it would be beneficial to give more time to Locality Planning Groups to speak at each meeting.

Due to the number of apologies received for this meeting, it was felt that a decision could not be made with regards to the appropriateness of the current membership and remit of the Group. Mr Gray requested that Members reflect on this agenda item and provide feedback at the next meeting.

It was agreed (1) that a summary document containing main discussion points and decisions will be produced following each meeting and circulated to Group Members; (2) that the summary document will be shared with Locality Planning Groups via the appropriate SPAG representative; (3) that more time will be allocated to discuss Locality Planning Group updates on each agenda; (4) that a letter from the Chair will be sent to Group Members prior to the next meeting to clarify the role of this Group and encourage attendance; (5) that the documents relating to this agenda item will be circulated to Group Members who will be asked to feedback prior to the next meeting; and (6) that this item will be carried forward to the next meeting for further discussion.

## 7. Strategic Plan 2018/21 Progress

A report was submitted ([previously circulated](#)) by the Senior Manager – Planning and Performance providing an update on the progress of the action items that comprise the agreed 2018-21 Strategic Plan Implementation Plan as at 22<sup>nd</sup> February, 2019.

Mr Gray advised that this agenda item was being submitted to the SPAG for its consideration given its statutory role in relation to the Strategic Plan. The Group was also advised that the report had previously been considered by the Performance and Audit Committee.

The report highlighted that 50 out of 53 items are complete or on target. Information on the status of each item was provided in the Appendix.

A piece of work is ongoing in relation to providing greater Quality Assurance across the Partnership.

Mr Gray advised that the Champions Board has requested a slot on the agenda for the next meeting to provide a presentation on the work that they do.

**It was agreed that the Champions Board will be invited to attend the next meeting.**

## 8. Self-Directed Support in South Ayrshire

A report was submitted ([previously circulated](#)) by the Director of Health and Social Care providing an update on progress on implementing the recommendations of a review report on SDS in South Ayrshire by In Control.

Steven Kelly, Team Leader SDS took the SPAG through the work which is planned for implementation over the course of the next 12 months. This will primarily focus on the development of a Resource Allocation System (RAS) which will be the

system in future that will be used to calculate the amount of support to be provided based on an assessment of need and the value of this. This will see South Ayrshire HSCP move away from its current equivalency model. Work will also be done to replace the current contract governing SDS Option 2 arrangements with the aim of introducing a more dynamic and flexible system designed to provide “Best Vale” in its widest sense. A paper requesting additional staffing has been submitted to the Executive Leadership Team of the Council seeking approval to second staff to work on this project. A response to this request is awaited.

It was acknowledged that this is an important piece of work with huge transformational elements.

**The Strategic Planning Advisory Group noted the contents of the report.**

## **9. Revision of 2018/21 Strategic Plan**

A report was submitted ([previously circulated](#)) by the Chief Officer providing information on the current status of the IJB Integrated Budget for 2019-20 and advising that the level of efficiency that will be required to arrive at a balanced budget is likely to require changes to be made to the currently approved IJB Strategic Plan.

The SPAG was advised that the IJB at its meeting on 24th January, 2019, considered a report from the Chief Finance Officer and Chief Officer on the Indicative IJB Integrated Funding Requirement for 2019-20. This contained identified cost pressures and service improvements on the agreed base budget for 2018-19, giving rise to a funding gap of £8.2m.

In addition, update reports on the progress being made by the Budget Working Group have been provided to the IJB at its meetings on 13th February and 13th March. At 13th March the projected budget gap had been reduced to £5.481m. Subsequent to this the gap now stands at just under £5m, although this has not yet been reported to the IJB.

Mr Gray advised that work is ongoing to look at specific areas of expenditure and that because of the current overspend within the IJB budget and subsequent changes to provisions, the Strategic Plan will require to be amended accordingly. It is anticipated that the Strategic Plan Writing Group will be called back together to amend the Plan. As such, a special meeting of the SPAG may be required to consider the updated Plan, prior to its submission to the IJB.

**The Strategic Planning Advisory Group noted the contents of the report.**

## 10. **Locality Planning Groups**

Locality Planning Group representatives provided an update on their individual areas. It was noted that there are a lot of changes taking place in each area in terms of membership and engagement.

**It was agreed (1) that it would be beneficial for the Locality Planning Groups to link in with the Community Planning Group; (2) that a review of the Ayr North and South Locality Planning Groups will be carried out in terms of membership; and (3) an Ayrshire-wide Locality Planning Meeting will be held to discuss any common issues arising across locality planning groups.**

## 11. **Any Other Business**

No other business was discussed.

## 12. **Date of Next Meeting**

Tuesday 04 June 2019 at 2.00pm, Maybole Committee Room, County Buildings, Ayr, KA7 1DR