

Glasgow City Integration Joint Board

PRE-AGENDA QUESTIONS AND POINTS OF CLARITY ON DETAIL

Paper no.	Question	Question from	Response	Response from
Previous minutes	I am Third Sector Representative on the IJB. The housing representative is Patrick Flynn, DRS	Shona Stephen	Agree this is an error, however points of accuracy of the previous minute are a matter for the meeting itself so should ordinarily be raised on the day of the meeting.	Allison Eccles, Head of Business Development
Previous minutes	Will the register of interests be put on the website when completed?	Shona Stephen	<p>Standing Orders section 12.2 states:</p> <p>“...Details of declarations made are published on the Internet and made available for inspection at the Principal Offices of the Integration Joint Board”</p> <p>Therefore these will be published when completed, we will consult with all members ahead of publication to ensure they are aware of and comfortable with the information being made publicly available.</p>	Allison Eccles, Head of Business Development
Previous minutes	My concern that the Strategic Plan was not amended to reflect the significant role of Third Sector in delivering the health and social care outcomes despite this being highlighted in a large number	Shona Stephen	As above, points of accuracy of the previous minute are a matter for the meeting itself so this should be raised on the day.	Allison Eccles, Head of Business Development

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	of consultation responses was noted. I also noted my concern that the Third Sector are referred to as stakeholders and not as partners as stated in the Public Bodies Act, this was not recorded.			
Previous minutes	Will an action addressing the lack of content relating to the Third Sector be included in the progress report to the Board?	Shona Stephen	The Implementation Action Plan contains six items specifically identified under the heading "Work with the third and independent sector to innovate and redesign services." There are also a range of other actions under other headings, such as those utilising Integrated Care Fund monies, which will involve the third and independent sector significantly. Progress against all areas of the Implementation Action Plan will be reported to the Board regularly.	David Williams, Chief Officer
Previous minutes	Can you confirm the date of the meeting to which the standard framework and approach to performance measurement will be brought? How will performance be monitored in the interim period?	Shona Stephen	It is currently envisaged that the IJB on 24 June will be provided with an update on development of performance management arrangements and presented with a template for performance reports for approval. It is then proposed that the September IJB reviews performance for 2015/16 using the new format. Operational and strategic performance is regularly reviewed by the Executive and Senior Management Teams, within Localities and via care groups, this will continue to be the case.	Allison Eccles, Head of Business Development
Previous minutes	To allow proper diary management, it would be helpful to issue a timetable of	Shona Stephen	A full schedule of Committee meetings will be published when finalised.	Allison Eccles, Head of Business Development

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	scheduled sub-committee meetings to members of IJB. Could this be provided at the IJB?			
6.	How is it proposed to measure and assess the Proof of Concept?	Shona Stephen	The project Sponsor has established an architecture of multi-stakeholder working groups as outlined in the paper and this infrastructure will track and monitor progress of the 6 organisations individually over the period until mid 2017.	David Williams, Chief Officer
6.	What would success look like	Shona Stephen	<p>Success is expected to look like, among other things:</p> <ul style="list-style-type: none"> • Service users continue to be safe and their personal outcomes are being delivered • The organisations involved are able to discharge their employer responsibilities with regards to proper remuneration on salary, NI, pension contributions etc. • New and innovative ways to provide care for individuals have been developed that involve the use of reduced numbers of paid employees. • Up to 6 different routes to achieve the above have been established and are able to be replicated by all other providers 	David Williams, Chief Officer
6.	What level of service user involvement	Shona Stephen	Service users are expected to be at the heart of	David Williams, Chief

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	is being proposed and how will it be monitored?		this process because of their involvement in Personalisation (in most cases). This will be monitored through the same approaches as outlined above.	Officer
6.	Will there be an independent evaluation as part of proof of concept?	Shona Stephen	This has been considered by the Project Sponsor and Project Board, however an independent evaluation is not planned to be carried out.	David Williams, Chief Officer
6.	How was the 5% saving arrived at?	Shona Stephen	It is expected that levels of public funding available will continue to diminish significantly over the next three financial years and in this context it was appropriate to provide a realistic target	David Williams, Chief Officer
6.	Will the EQIA for the proof of concept be made publicly available?	Shona Stephen	The EQIA will be published in due course on the Council website and we will share a link when it is available.	David Williams, Chief Officer
7.	Can the list of members be made available with named persons?	Shona Stephen	Standard practice on documents such as this would be to list job titles only, to avoid having to update every time a postholder changed. However names of current members are listed in the minute of the group's 8 March 2016 meeting, listing those present and who had provided apologies. This is available at Appendix 2 of the paper.	David Williams, Chief Officer
8.	I note that the contact for advice on complaints is based in Edinburgh. In the spirit of supporting service users and the public could we provide a list of local advocacy projects which might be more accessible?	Shona Stephen	The Scottish Independent Advocacy Alliance are a national organisation who will be able to put people in touch with local organisations who would be able to assist them. Were the HSCP to recommend or suggest particular named local organisations, this would conflict with the	Allison Eccles, Head of Business Development

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			principle of advocacy organisations maintaining their independence from the statutory organisations.	
9.	Is it proposed that the redesign of services include co-production with service users as well as providers in line with aim to deliver person-centred services? If so, how is this going to be carried out?	Shona Stephen	Yes, there is an existing structure of engagement with service users and senior officers which remains in place, and they have also specifically been involved in a recent co-production event with circa 20 provider organisations on this subject.	Eric Steel, Head of Homelessness Services
10.	The Scottish Government Guidance on Strategic Commissioning is predicated on both co-production with service users and strategic needs assessment. Will the strategy be amended to be more explicit in relation to this and specific actions to deliver included in the action plan?	Shona Stephen	This is a specific policy question on the content of the paper rather than a request for clarification on point of details, and therefore should be raised at the meeting itself with a view to requesting amendment to the draft strategy.	Susanne Millar, Chief Officer; Planning, Strategy and Commissioning / CSWO
10.	It would be helpful to have clarification on the changes to previous process and procedures which strategic commissioning has brought about.	Shona Stephen	We will look into producing such a summary report, however such information is unlikely to be available ahead of the IJB meeting on 10 May.	Susanne Millar, Chief Officer; Planning, Strategy and Commissioning / CSWO
11.	I note that Dementia Awareness week is currently being organised. Third Sector groups could play a large part in this, can you advise how we can help to publicise and engage?	Shona Stephen	The best way to get involved in Dementia Awareness Week activities is to link in with the Dementia Local Groups. These groups provide a focus for developing dementia activities in each of our localities. We can provide contact details for the chair of the relevant group or groups. Alzheimer Scotland also have a programme of	Susanne Millar, Chief Officer; Planning, Strategy and Commissioning / CSWO

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			activities for Dementia Awareness Week. Their website is www.alzscot.org	
11.	Which indicators are already in place and which are new?	Shona Stephen	We are still working on the indicators. We currently collect a variety of information including numbers of people with a new diagnosis of dementia, number of people who receive support from carers' services, number of people who receive Post Diagnosis Support.	Susanne Millar, Chief Officer; Planning, Strategy and Commissioning / CSWO
11.	What information requires to be gathered and will there be a proposal to standardise the gathering of same from organisations and companies across the city?	Shona Stephen	We would like to gather a range of information from organisations including number/level of staff trained, actions undertaken to develop dementia friendly approaches, number of dementia friends. We will consider developing a questionnaire in order to gather consistent information.	Susanne Millar, Chief Officer; Planning, Strategy and Commissioning / CSWO