

# East Lothian Partnership

## ACTION NOTE OF THE MEETING OF THE RESILIENT PEOPLE PARTNERSHIP

Wednesday 18 November 2015, 2-4pm, Doughty Centre, Herdmanflat Hospital, Haddington EH41 2BU

### Partnership Members Present:

Mike Ash, Vice-Chair, East Lothian Integration Joint Board (MA)  
 Alex McCrorie, Depute Chief Executive Resources and People Services, East Lothian Council (AMcC)  
 David Small, Chief Officer, East Lothian Integration Joint Board (DS)  
 Sarah-Jane Linton, Head of Performance and Planning, Edinburgh College (SJL)  
 Danny Harvie, Director ELCAP, Coalition of Community Care and Support Providers in Scotland (DH)  
 Alison Meiklejohn, Non Executive Board Member, NHS Lothian (AM)  
 Linda McNeill, Depute Chief Executive, substitute for Eliot Stark, STRiVE (LMcN)  
 Cllr. Donald Grant, Spokesperson for Health and Social Care, ELC (DG)  
 Angela Dougall, Development Manager Strategic Planning & Improvement Advisor, substitute for Sally Egan, NHS Lothian. (AD)

### Others Present:

Veronica Campanile, Policy Officer, Corporate Policy & Improvement, ELC (VC)  
 Jane Heslop, REAS Interim Chief Nurse, NHS Lothian (JH)  
 Martin Bonnar, Manager, MELDAP (MB)  
 Maternity Services NHS Lothian (Parenting)  
 Ann Hume, Coordinator Olivebank Child and Family Centre, ELC (AH)

### Partnership Members Apologies:

Cllr. Stuart Currie, Leader of the SNP Group, ELC (SC)  
 Sally Egan, Associate Director and Child Health Commissioner, NHS Lothian (SE)  
 Eliot Stark, Chief Executive STRiVE  
 Anna O'Reilly, Assistant Director, Children 1<sup>st</sup>  
 Cllr. Shamin Akhtar, Spokesperson for Education and Children's Wellbeing, ELC (SA)  
 Brian Currie substitute for Jackie Philip, Regional Manager, Good Companions, Scottish Care

David Milne also gave apologies

Item	Action
<b>Welcome</b> to Sarah-Jane Linton, Edinburgh College's representative. <b>Apologies</b> - above	<b>None</b>
1. The Action Note of the RPP meeting of 16 September 2015 was approved.	<b>VC</b>
2. Matters arising a. Action log (from this and previous meetings)	

Item	Action
<p>8. MTP Members to check that their own organisations are aware of the MTP project and contact Rebecca Spillane to speak at meetings if required –<b>ALL MEMBERS</b>. Members to consider and contact VC if you have already made contact or if you do not need to be involved.</p> <p>At the meeting the following was noted and action agreed:</p> <ul style="list-style-type: none"> <li>• STRiVE and NHS Lothian are already involved.</li> <li>• Confirm if Children 1<sup>st</sup> is already involved</li> <li>• Confirm if the Coalition is interested</li> <li>• Edinburgh College / Sara-Jane Linton to follow up on this project with VC</li> <li>• Follow up with Jackie Philips re Scottish Care</li> </ul>	<p><b>AOR</b> <b>DH</b> <b>SJL</b> <b>VC</b></p>
<p><u>5. Senior Phase Attainment</u> - <i>Explore STRiVE's work with young people to support positive destinations.</i></p> <ul style="list-style-type: none"> <li>• Noted that Linda McNeill is on the Developing East Lothian's Young Workforce/ Positive Destinations Working Group which is where this would sit. Alex McCrorie to explore this with Linda McNeill.</li> </ul>	<p><b>AMcC /</b> <b>LMcN</b></p>
<p><u>4.a Priority Actions</u> All partners to contact the Accountable Officers (AO) directly in order to get more involved / <b>ALL MEMBERS</b> - Members to consider and contact VC if you have already made contact with the AOs or if you do not need to be involved.</p> <p>At the meeting the following was noted and action agreed:</p> <ul style="list-style-type: none"> <li>• Parenting – on agenda today</li> <li>• School attendance - Alex McCrorie to take forward. This includes previously agreed action to discuss this at the GP Forum via John Turvill</li> <li>• Physical activity - Need to assess which partners are involved and if further involvement is possible</li> </ul>	<p><b>AMcC</b> <b>VC/ Jon</b> <b>Turvill /</b> <b>Eamon John</b></p>
<p>8. <u>Outcome 6: In East Lothian we live healthy active and independent lives</u></p> <ul style="list-style-type: none"> <li>• Report back on how the Health Inequalities Plan will be incorporated into the Health and Social Care Strategic Plan/David Small to advise</li> <li>• Use People's Voice tool to plan engagement on the second consultation on the strategic plan and attach the completed Planning Record to the report to the Integrated Joint Board on 16 December DS/Carol Lumsden. <u>Post meeting note:</u> the Planning Record was completed and lodged with the Consultation Hub</li> </ul>	<p><b>DS</b></p> <p><b>DS / Carol</b> <b>Lumsden</b></p>

Item	Action
<p>2.1 <u>School attendance - action</u></p> <ul style="list-style-type: none"> <li>• DN to arrange with Jon Turvill (Health and Social Care Partnership) to meet the GP forum and address action through their practices. AMcC to take this forward</li> <li>• VC to contact Gill Imery, Police Scotland, for a key contact for action by their service: This will be John Fleetwood, LALO.</li> <li>• All members to bring forward suggestions on services/groups that could take action</li> <li>• SA to feed in the discussion to the Education Committee (this will complement the performance reports from each school to the committee). SA confirmed this was done and the RPP's work will be regularly brought up on the agenda.</li> </ul>	<p><b>AMcC</b></p> <p>-</p> <p>-</p>
<p>6. <u>Children's Strategic Partnership and services for children improvement plan-progress report - Action</u></p> <ul style="list-style-type: none"> <li>• All members to consider taking part in consultation opportunities. Noted at this meeting that the consultation was launched and sent to RPP members – <a href="#">hyperlink</a></li> <li>• Re discussion on setting out partners' resources for children's services: all partners to consider and STRiVE and Health agreed to work on this now / LMcN and SE. This is included in the new plan and work is ongoing to complete.</li> </ul>	<p><b>All</b></p>
<p>9. Community Empowerment (Scotland) Act</p> <p>Action / Arrange a series of briefings/discussion on the Act:</p> <ul style="list-style-type: none"> <li>• For Elected members – AMcC: Arranged/expected by March 2016</li> <li>• For the IJB – DG / DS- under consideration by March 2016</li> <li>• For NHS Lothian - MA / SE: A briefing has been agreed with Alex McMahon as part of a development session. Mike Ash to report back</li> </ul>	<p><b>MA</b></p>
<p>2. b. <u>Initial feedback on the Joint Inspection of Older People's Health and Social Care Services.</u></p> <ul style="list-style-type: none"> <li>• David Small gave a verbal report on the initial feedback meeting with the Care Inspectorate team highlighting the positives and areas for improvement. Formal feedback with the report is pending.</li> <li>• The chair was pleased to hear that feedback was positive and wished to thank everyone involved and in particular to Sharon Saunders.</li> </ul>	<p><b>DS</b></p>
<p>7.c <u>Development of the (Health and Social Care) Strategic Plan (SP) and the Big Conversation.</u> David Small gave a verbal update. These points were made and action agreed:</p> <ul style="list-style-type: none"> <li>• Long period of engagement on the SP from December 2014, followed by the Big Conversation on 30 October 2015.</li> <li>• This is the final stage of development of the SP, which builds in the financial implications of the direction of travel and comments from the Inspection.</li> <li>• The final consultation will begin after the 26 November Integrated Joint Board meeting; including formal consultation with East Lothian Council and NHS Lothian</li> </ul>	

Item	Action
<p>Board. This will enable completion of the SP and finalisation of funding.</p> <ul style="list-style-type: none"> <li>• A 3<sup>rd</sup> sector engagement event is planned on 21 January: LMcN asked for the SP to be sent out prior to the event – <b>agreed</b>.</li> <li>• The final SP will be reported to the March RPP meeting. DS</li> <li>• Mike Ash wished to pass on a big thanks to everyone who has worked on the plan and the Big Conversation. DS</li> </ul>	<p>DS DS DS</p>
<p>3.a <u>Autism strategy 2015 – update</u> – presented by Jane Heslop.</p> <ul style="list-style-type: none"> <li>• Discussion on how this Partnership could help with the action plan.</li> <li>• JH is the lead but has some difficulty in not being familiar with local staff who could contribute / take on lead roles for actions.</li> <li>• The Health and Social Care Partnership could assign a lead person. <b>DS</b></li> <li>• JH due to report to the Head of Children’s Wellbeing with leads identified.</li> <li>• Follow up report to this Partnership agreed mid 2016.</li> </ul>	<p>DS JH/VC</p>
<p>Recommendations: the Partnership is asked to note and support the following:</p>	
<p>2.i Progress of the Implementation Group – <b>noted and supported</b></p>	-
<p>2.ii a public update and review in March 216 – <b>noted and supported</b></p>	-
<p>2.iii An easy-read format of the strategy document – <b>noted and supported</b></p>	-
<p>4. <u>Draft Integrated Children’s Services Plan 2016-19</u> –for approval in principle. David Small spoke to the report.</p>	
<p>Recommendations 2.1 The Resilient People Partnership are asked to note the progress of the development of the new Children and Young People Services plan 2016-19 – <b>noted</b>. And to:</p>	
<p>i promote the draft Plan within partner agencies and networks - <b>agreed</b></p>	
<p>ii provide details of any East Lothian specific budget/resources allocated by their partner agency specifically to services for children and young people in East Lothian</p> <ul style="list-style-type: none"> <li>• Noted that this is underway for STRiVE and NHS Lothian</li> <li>• Other partners to consider and confirm</li> </ul>	<p><b>All RPP members</b></p>
<p>iii comment on the draft Plan on behalf of the partner they represent by 13 December 2015, incorporating a short agency statement of financial and resource allocation to East Lothian’s Services for children and young people</p> <ul style="list-style-type: none"> <li>• The consultation is live until <b>13 December</b> (contributions can be submitted a few days later) – <a href="#">hyperlink to consultation</a></li> </ul>	<p><b>All RPP members</b></p>
<p>iv remit the Chairs of East Lothian Partnership and Resilient People Partnership to give informal approval to the submission of the final post-consultation draft Children’ and Young People’s Services Plan 2016-19 to the Local Area Network Care Inspectorate Lead Inspector, Joan Rafferty on 24 December 2015 - <b>remitted</b>.</p>	<p><b>Sharon Saunders</b></p>
<p>v note that the Children’s Strategic Partnership will review its own membership and that of the supporting Planning and Delivery Groups to ensure partnership representation by officers able to take strategic and operational leadership decisions in collaboration over services for children and young people in East Lothian - <b>noted</b></p>	<p><b>Sharon Saunders</b></p>

Item	Action
vi note that the final, post-consultation draft Children and Young People Services Plan 2016-19 will come before the Resilient People Partnership for formal approval at the meeting of 9 March 2016 - <b>noted</b>	<b>Sharon Saunders</b>
7.a <u>MELDAP Annual Report 2014/15 and challenges between national and local reporting.</u> David Small introduced the item and Martin Bonnar spoke to the report. 2. Recommendations	
2.1 The Resilient People Partnership notes the achievements of the MELDAP. Its service partners and providers as described in the 2014/15 Annual Report submitted to the Scottish Government - <b>noted</b>	-
2.2 The Resilient People Partnership acknowledges the challenges between national and local reporting cycles and agrees with the proposed actions (see 3.3.3 of the report) – <b>agreed</b> Action <ul style="list-style-type: none"> <li>• Report back on the proposed actions before the next reporting cycle</li> <li>• DS noted that the MELDAP plan will fit within the Health and Social Care Strategic Plan.</li> </ul>	-  <b>DS / MB</b>
7.b <u>MELDAP Delivery Plan 2015-18.</u> Martin Bonnar spoke to the report. <ul style="list-style-type: none"> <li>• Discussion about the need to improve the funding timeline as currently a gap between implementation and receiving Scottish Government funds.</li> <li>• With the focus on recovery additional funding may be available through the Edinburgh and Lothian Health Foundation – noted that a bid is already being prepared.</li> <li>• Edinburgh College is interested in contacting the Recovery College Manager. VC to link SJL and MP. <b>SJL to update at next meeting.</b></li> <li>• Necessary to develop new 3<sup>rd</sup> sector agencies and build on good practice locally and elsewhere - <b>LMcN</b></li> </ul>	          <b>VC / SJL</b>  <b>LMcN</b>
2. Recommendations	
2.1 The Resilient People Partnership supports the key actions set out in the MELDAP Delivery Plan 2015-18 - <b>supported</b>	-
2.2 The Partnership acknowledges the work implemented in 2015-16 towards the MELDAP Delivery Plan 2015-18 - <b>acknowledged</b>	-
6. a <u>Priority Actions for Partners – Parenting.</u> Angela Dougall spoke to the report.	
2. Recommendations	
2.1 The Partnership is recommended to note the role of the Early Years Planning and Delivery Group of the Children’s Strategic Partnership in overseeing the partnership’s development of parenting supports in East Lothian – <b>noted</b> . And is asked to:	
i support the delivery of a range of well evidenced parenting supports across East Lothian to be known as “The East Lothian ‘parenting pathway’” - <b>supported</b>	
ii consider partnership resourcing and re-prioritisation to co-ordinate and support the development and delivery of a ‘pathway’ of support for parents, both universal and targeted – <b>considered</b> and noted that resourcing primarily refers to people – <b>DS to</b>	<b>DS</b>

Item	Action
<b>follow up.</b>	
iii support the introduction of Dads to be programme in East Lothian to enhance the early involvement of fathers. - supported	
iv explore the potential to develop a 'parenting pathway' for parents of children with additional needs and for parents who have particular needs such as those with addiction and or mental health problems – <b>agreed</b>	
vi work with partner agencies to develop the capacity of the voluntary sector to attract additional resources to the delivery of parenting support - <b>agreed</b>	
vii support the work underway to develop a Play Strategy for East Lothian - <b>supported</b> (undertaken through the Early Years and Childcare team)	
viii recognise the role of the Named Person as stated in the Children and Young Person's (Scotland) Act 2014 Part 4 (5) to advise, support and inform parents - <b>recognised</b>	
<u>Action:</u> Let the RPP know if the above is not moving forward and bring forward a follow up report mid 2016. <b>Sally Egan/ Angela Dougall</b>	<b>SE / AD</b>
5. <u>Performance Report 2014/15: Outcomes 4, 5 and 6.</u> Veronica Campanile spoke to the report.	
Recommendations – That the Resilient People Partnership:	
2.1 Approves the Outcome 4 Performance Report 2014/15 - <b>approved</b>	-
2.2 Approves the Outcome 5 Performance Report 2014/15 - <b>approved</b>	-
2.3 Approves the Outcome 6 Performance Report 2014/15 - <b>approved</b>	-
2.4 Risks and Opportunities – remitted to item 8	
8. <u>Resilient People Partnership Governance.</u> Veronica Campanile spoke to the report. The following was noted in discussion:	
<ul style="list-style-type: none"> <li>Some relationships have yet to be mapped from each governance diagram (CSP and IJB) and the table displaying the contributory outcomes and delivery groups/bodies. VC to follow up on this with DS and Sharon Saunders</li> </ul>	<b>VC – DS /SS</b>
<ul style="list-style-type: none"> <li>Re the Risks and Opportunities for this Partnership (from item 5): This was intended as an opportunity to assess Risks and Opportunities in relation to the annual performance reports and the <a href="#">role of this partnership (hyperlink)</a>;</li> <li>It was felt that input was needed to provide the context: agreed to write to RPP partners asking them to contribute proposal on Risks and Opportunities from their risk registers or strategic plans which relate to Outcomes 4, 5 &amp; 6 (and contributory outcomes). <b>VC</b></li> <li>Noted that: the IJB has yet to develop a risk register but could provide operational risks; that this is not possible for the third sector or the Coalition of Community Care Providers as a whole but possibly from STRiVE or for operational risk.</li> </ul>	<b>VC</b>
2 Recommendations	
2.1 To consider if the governance structure presented for each of the Outcomes is appropriate and effective - <b>Members to consider where they are involved and comment to VC on whether the structure is appropriate and effective.</b>	<b>All RPP members</b>
2.2 To recommend any amendments required prior to presentation to East Lothian Partnership - <b>as per 2.1</b>	

Item	Action
10. Draft Action notes - no action required	
11. Any other business	
<ul style="list-style-type: none"> <li>• Re East Lothian Partnership's Improvement Plan action – a set of three Community Planning Board Member Guidance books developed by the Improvement Services were provided to each member (<a href="#">hyperlink to the Guidance books</a>).</li> <li>• ELP's Volunteering strategy workshop to develop the action plan will be held on Friday 15 January am. An invitation will be emailed, meanwhile members to consider who could take part for their organisation.</li> <li>• STRiVE are holding a trustee speed matching event on Tuesday 24 November.</li> </ul>	<b>All RPP members</b>
<p><b>Next meeting: Wednesday 9 March 2016, The Boardroom, Edinburgh College, 24 Milton Road East, Edinburgh EH15 2PP.</b></p>	