

**Community Care and Health Executive Group  
Minute of meeting held on  
Friday 18 December 2009  
Room B, St Margaret's House, Forfar  
9.00am**

**Present**

Susan Wilson	General Manager, Angus CHP
Lorraine Young	Senior Manager Social Work and Health
Phillip Gillespie	Principal Planning Officer, Social Work and Health
Alan McKeown	Head of Housing
Les Hutchinson	Senior Manager, Social Work and Health

**In attendance**

Anne Mollison	Principal Planning Officer, Chief Executive's
---------------	---

**Action**

**1. Note of meeting 20 November 2009**

This was agreed for accuracy

**2. Matters arising**

**Neighbourhood Services committee**

Alan McKeown provided a further update to the group in respect of a range of reports that had been agreed at the Neighbourhood Services committee on 19 November. This includes changes to the care and repair scheme, small endowment grants and the scheme of assistance report.

**Closure of the Firs**

The planned closure date for the Firs is 30 April 2010.

**3. Review of the JSSU**

Les outlined the framework and timetable in relation to the review of the JSSU. The consultation with the five teams within the JSSU is now complete. It was agreed that the feedback should be provided by representation from within the partnership. The following recommendations were highlighted:

- The focus of the strategic planning should centre on providing appropriate support for the thematic groups within the community planning partnership.
- The emphasis of future work needs to be on performance and delivery of outcomes. Planning horizons should be extended to offer long term vision for services (10 years) which could be underpinned

by medium term (3 year) delivery plans.

- The work should be co-ordinated on the basis of collaboration around key agendas not through structural integration. In addition strategic partnerships teams should be formed around mutually compelling activities e.g. GIFEC.
- There should be a designated lead officer for each of the thematic groups currently represented in the JSSU. The officer should provide support to the chair of the group and co-ordinate key activities on a project management basis.

Les and Phillip met with Stan Smith from the JIT in relation to organisational development work. The discussion also extended to reference of the governance arrangements within the partnership and consideration and the review of the local partnership agreement. This work will also encompass links between community planning, care group planning and NHS Tayside. A development day for the CCHEG has been agreed for 4 February 2010 to discuss these issues in more detail. Phillip will co-ordinate this on behalf of the CCHEG. Stan Smith has agreed to facilitate this event.

**LH/PG**

#### **4. Report to the SOA implementation group**

Anne outlined the arrangements for the thematic groups in relation to the reporting calendar for the community planning partnership for 2010. The performance framework was discussed in detail and the local indicators were agreed for the next report to the single outcome agreement implementation group. The CCHEG are also required to present an update of their work to the SOA implementation group on the 15 March 2010. Phillip will co-ordinate this work in conjunction with Anne Mollison.

**PG/AM**

A draft copy of the performance framework was circulated to the CCHEG for comment. It also cross references to the key actions contained within the implementation plan for the community care change programme.

#### **Actions**

Phillip and Anne to update and populate the performance framework and circulate the revised version to the CCHEG for comment. The report needs to be signed off by the CCHEG prior to reporting to the SOA implementation group on 12 January 2010. A draft of the presentation to the SOA implementation group will be circulated to the CCHEG.

#### **5. CCHEG 2010 reporting timetable**

It was agreed that decisions regarding the reporting arrangements and the chairing of the CCHEG would be deferred until the development day on 4 February 2010.

#### **6. AOCB**

None noted

Date of next meeting to be confirmed.