

STRATEGIC PLANNING GROUP

TERMS OF REFERENCE

1. Purpose

The Integration Joint Board must produce a strategic commissioning plan that sets out how it will plan and deliver services over the medium term, using the integrated budgets under their control. Stakeholders must be fully engaged in the preparation, publication and review of the strategic commissioning plan.

In order to ensure the effective engagement of stakeholders, the Public Bodies (Joint Working) Act requires the Integration Joint Board to establish a Strategic Planning Group. The role of the Strategic Planning Group is to develop and finalise the strategic commissioning plan and to review progress against national health and wellbeing outcomes.

2. Objectives

To ensure the strategic plan is developed in accordance with national guidance and regulations;

To ensure effective linkages with locality planning groups, as they develop;

To oversee the implementation of the strategic plan; and

To review the strategic plan within the timeline set out in regulations

3. Membership

Core members

- Ron Culley, Chief Officer, Health and Social Care (Chair)
- Dr Maggie Watts, Director of Public Health (Representing NHS Western Isles Executive Directors)
- Martin Malcolm, Head of Partnership Services, Health and Social Care
- Emma Macsween, Head of Public Health Intelligence and Information Services (NHS Western Isles)
- Paul Dundas, Head of Locality Services, Health and Social Care
- Mike Hutchison, Head of Mental Health, Health and Social Care
- Jessie MacNeil, Barra Locality Planning Group
- Theona Morrison, Uist Locality Planning Group
- Morag Munro, Harris Locality Planning Group
- Joanne Mitchell, Rural Lewis Locality Planning Group
- Hector MacLeod, Stornoway and Broadbay Locality Planning Group
- Jinty Morrison, Western Isles Carers, Users and Supporters Network
- Peggy Mackay, Western Isles Community Care Forum
- Eoin MacNeil, Western Isles Third Sector Interface
- Carol Somerville, Bethesda Hospice
- Stewart Wilson, Taigh Blath
- John McIver, HHP
- Murdo Afrin, Service User

The Strategic Planning Group is empowered to invite other individuals to attend to speak on specific agenda items as required

Core members unable to attend can send an appropriate deputy.

4. Key Documents for this Group

- Scottish Government Regulations and Guidance;
- The Western Isles Strategic Plan;

5. Accountability

The Strategic Planning Group is accountable, through the Chief Officer, to the Integration Joint Board.

6. Reporting Arrangements

Minutes of the Strategic Planning Group will go to the Integration Joint Board for noting.

7. Administration

The agenda and papers will be distributed 5 working days before each meeting. The action points will be available for members within 5 working days of the meeting.

Members will raise agenda items and provide papers and updates on action points at least 10 working days prior to each meeting.

8. Quorum

The quorum necessary for the formal transaction of business shall be 6 members.

9. Meeting Frequency

The group will meet on a quarterly basis.