



**EADP Commissioning Collaborative – Extraordinary Meeting
0930 on Thursday 14 January 2016
Room C.49, Waverley Court**

PRESENT:

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| Bev Hubber (Lifeline) | Carmen McShane (TPS) |
| Shirley Green (VOCAL) | Emma Crawshaw (Crew) |
| Dr Fiona Watson (NHS Lothian) | Dr Peter Littlewood (NHS Lothian) |
| Tricia Burns (NHS Lothian) | Danny Campbell (NEDAC) |
| Eddy Conroy (NHS Lothian) | Adele Hill (Access to Industry) |
| Jill Brookes (Simpson House) | Colin Beck (CEC) (for first half hour) |
| Tony Martin (HMP Edinburgh) | Katie Bryce (CEC) |
| Pauline McKinnon (CEC) | Phil Heaton (SUNE) |
| Maria Arnold (EVOC) | Nick Smith (EADP) |
| David Williams (EADP) | Jeanette Shiells (Minutes) |

1. **Apologies**

Apologies were noted as below:

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|-----------------------------------|-------------------------|
| Caroline Johnston (HMP Edinburgh) | Meichelle Walker (ELCA) |
| Jim Sherval (NHS Lothian) | Kevin Gore (CHAI) |

In the absence of Caroline Johnston, Nick Smith chaired the meeting.

2. **Minutes of last meeting and matters arising**

The minutes were agreed as an accurate record of the meeting.

2(a) *Carers*

David Williams is drawing together a summary of the work that is being done around carers and this will be an agenda item on the next meeting.

ACTION: David Williams

2(b) *Outcomes Star*

David Williams is progressing and will give an update at the next meeting.

ACTION: David Williams

3. **Update from the Core Group**

Nick Smith noted that the Core Group had discussed the financial position and options for investment but proposals have been shelved due to the current financial climate.

4. **Challenges, background, planned work, Collaborative Priorities**

Nick took the Collaborative through a PowerPoint presentation setting out the financial challenge and giving context to what action is needed over the next 12 months. He highlighted that there is a 20% saving from the Scottish Government for 2016/17 and this equates to £1.3 million. The presentation includes a slide showing the planned investments for the next year across the system of care before the cut in funding. This does not reflect additional funding obtained by the 3rd sector.

Proposals going to the Core Group in line with Budget Reductions:

- Proposals to save £668k outside Alliances – these will have a significant impact on services which work closely with the Alliances.
- £710k needs to be found from within Alliance structure
- Pooled budget arrangements under the Integrated Joint Board
- £700k one-off spend to manage reductions across £1.3 million saving

David said that the task for the day was to identify key priorities for efficiency/effectiveness and also to identify and prioritise key actions to deliver priorities. He took the Collaborative through 12 previously identified priorities and asked members to consider:

1. Which of these priorities offer us the best opportunities for efficiencies/saving/better effectiveness
2. Using the priorities, identify the key actions that will increase efficiency/effectiveness

Members then split into groups to write down proposals.

David outlined the next steps:

- Collaborative to agree a draft development plan around the changes needed within the system of care by 10 February
- A draft financial plan will need to be signed off by the Core Group in February
- Joint development and financial plan for 2016/17 published by 28 February

The notes from discussion groups will be written up and there will be a survey monkey follow up to include frontline staff.

5. **AOCB**

EADP Staff Team

Nick noted that there are two vacancies within the team, a development officer for young people's services and a research and information officer. There is currently a £70,000 saving on these two posts and there are no plans for recruitment at the moment. The staff team will be reviewed in due course.

6. **Date of Next Meeting**

0930 – 10 February 2016 at the Quaker Meeting House