

Development Strategy: Action Plan

Introduction

This action plan is intended as the first stage of the support needed to strengthen Public Partnership Forums and to fulfil the commitments made in *Better Health, Better Care, an Action Plan*, published by the Scottish Government in November 2007. It complements the continuous development available locally from the Scottish Health Council. There will also be further ongoing exploration of the support that can be provided by a range of national organisations such as NHS Health Scotland, NHS Quality Improvement Scotland and others.

A stakeholder meeting was held in Edinburgh on 5 November 2008 to discuss how best to take forward a development strategy that will support and strengthen Public Partnership Forums in Scotland. The themes discussed were based on previous research and feedback. The action plan below sets out what is to be achieved **between January and 30th June 2009**. However a number of actions are currently being taken forward by the Scottish Health Council and will be achieved by the end of March. Progress will be reviewed at the end of June in order to consider what further support may be required.

The Scottish Health Council would welcome comments on the action plan and expressions of interest from individuals or organisations who wish to contribute to the work on any of the actions.

Public Partnership Forum Outcomes

The purpose of the action plan is to achieve the following outcomes:

Public and other stakeholders:

1. have a common understanding of the purpose of Public Partnership Forums and how they can influence the design and delivery of services;

Public Partnership Forums:

2. are routinely engaged in planning and decision-making processes and policy development at a local and national level;
3. work together and learn from each other to maximise effective engagement;
4. work in partnership with the Community Health Partnership and NHS Board for the benefit of local communities.
5. have developed effective links with other community planning networks;
6. are aware of best practice approaches to develop their Public Partnership Forum to maximise effective engagement;
7. can access knowledge and expertise in public involvement and Public Partnership Forum development through the Scottish Health Council;
8. have a membership which represents the diversity of the local population and considers the needs of individuals from minority communities;
9. have a membership which respects and values individual views and treats others with dignity and respect;
10. have members who are confident and competent in contributing to decision-making processes.

Aim	Actions and targets	Lead	Stakeholders
<p>1. <u>A Development Strategy</u></p> <p>Support the delivery of the agreed objectives for Public Partnership Forum development</p>	<p>1.1 Aims 2-11 set out what will be achieved based on feedback from stakeholders.</p>	<p>Scottish Health Council and Scottish Government</p>	<p>Scottish Health Council NHS Boards Public Partnership Forum members and Community Health Partnership staff Volunteer Development Scotland Community Health Exchange (CHEX) Voluntary Health Scotland Others</p>
<p>2. <u>A National Network or Association</u></p> <p>Enable members of Forums to meet with others from across Scotland, exchange information and experiences, and build a common understanding of best practice and a common identity. This network could, potentially, provide a national voice for NHS service users and offer a link into the Forums for national voluntary organisations.</p>	<p>2.1 Establish a group to consider existing/emerging proposals and agree a way forward</p> <p>2.2 Scottish Health Council to update and share contact details for Public Partnership Forums to support communications</p> <p>2.3 Scottish Health Council to host networking event for Public Partnership Forum Chairs / Vice Chairs / Representatives on Community Health Partnerships</p>	<p>Scottish Health Council</p> <p>Scottish Health Council</p> <p>Scottish Health Council</p>	<p>Scottish Government Scottish Health Council Public Partnership Forum members and staff NHS 24 Voluntary Health Scotland Special Health Boards Consumer Focus National Voluntary organisations others</p>

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<p>3. <u>Scottish Health Council Support</u></p> <p>Enable Community Health Partnerships and Public Partnership Forums to access knowledge, expertise and support in public involvement and Public Partnership Forum development</p>	<p>3.1 Map progress of Public Partnership Forums across Scotland</p> <p>3.2 Develop a good practice statement based on Public Partnership Forums' experiences and include examples relating to the 2004 Advice Notes</p> <p>3.3 Collate information from across Scotland on how the Scottish Health Council is supporting Public Partnership Forums at local level</p>	<p>Scottish Health Council</p> <p>Scottish Health Council</p> <p>Scottish Health Council</p>	<p>Scottish Health Council NHS Boards Public Partnership Forum members and Community Health Partnership staff Other relevant stakeholders</p>
<p>4. <u>Support for Community Health Partnerships</u></p>	<p>See Aims 3, 5, 6, 7,8 ,9, 10, 11</p>		
<p>5. <u>Renew vision and focus</u></p> <p>The role and purpose of Public Partnership Forums is understood across Scottish Government</p>	<p>5.1 Include Public Partnership Forums in Scottish Government Health Department news</p> <p>5.2 Good practice statement (see 3.2 above)</p> <p>5.3 Issue short paper setting out how and where Public Partnership Forums sit in the changing community empowerment landscape</p>	<p>Scottish Government</p> <p>Scottish Health Council</p> <p>Scottish Government</p>	<p>Scottish Government Health Department Scottish Health Council Public Partnership Forum members and Community Health Partnership staff</p>

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<p>6. <u>Reach out to seldom heard groups</u></p> <p>Ensure their voices influence service development and delivery at local and national level</p>	<p>6.1 Equality and Health Reference Group to discuss progressing national engagement of equality groups in national health policy and planning</p> <p>6.2 Liaise with 3rd sector organisations to consider approaches to making Public Partnership Forums more accessible (see 8 below)</p> <p>6.3 Review current practice and support effective models across Scotland</p>	<p>Directorate of Equalities and Planning, NHS Health Scotland</p> <p>Scottish Health Council</p> <p>Scottish Health Council</p>	<p>Equalities and Planning Directorate, Local Authority and other statutory agencies</p> <p>NHS Health Scotland</p> <p>Voluntary Sector</p> <p>Scottish Health Council</p> <p>Community Organisations</p> <p>Community Health Partnership staff and Public Partnership Forum members</p> <p>Others</p>
<p>7. <u>Resources</u></p> <p>Work in partnership with the Community Health Partnership and NHS Board for the benefit of local communities to ensure that resources are allocated to Public Partnership Forum commensurate with their importance in the public value agenda</p>	<p>7.1 Send letter to Community Health Partnerships emphasising the value of dedicated resources</p> <p>7.2 Raise awareness of importance through NHS Board Chief Executives' meeting and national initiatives such as the Participation Standard</p> <p>7.2 Collate examples that demonstrate public value of Public Partnership Forums and experiences of what works well (see 3.2 above)</p>	<p>Scottish Government</p> <p>Scottish Government</p> <p>Scottish Health Council</p>	<p>Scottish Government</p> <p>Scottish Health Council</p>

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<p>8. <u>Publicity and Communications</u></p> <p>Public and other stakeholders have a common understanding of the purpose of Public Partnership Forums and how they can influence the design and delivery of services. Diversity and membership of Public Partnership Forums is increased</p>	<p>8.1 Promote examples that demonstrate impact through Scottish Health Council's Evolving Practice Website (see also 3.2 above) and support Community Health Partnership in publicising their Forums</p> <p>8.2 Establish publicity group to review current practice and produce a Publicity & Communications Plan</p> <p>8.3 Networking opportunities (see 2.3 above)</p>	<p>Scottish Health Council</p> <p>Scottish Health Council</p> <p>Scottish Health Council</p>	<p>Community Health Exchange (CHEX) Voluntary Health Scotland Public Partnership Forum Members and staff Scottish Government Scottish Health Council NHS24 NHS Health Scotland Managed Clinical Networks Scottish Community Development Centre Volunteer Development Scotland Others</p>
<p>9. <u>Training and Capacity Building</u></p> <p>Public Partnership Forum members are confident and competent in contributing to decision making processes and raising awareness of the work of the Community Health Partnership</p>	<p>9.1 Establish short life working group to scope out existing resources and agree a training plan that maximises and builds on effective models</p> <p>9.2 Scottish Health Council to develop capacity to identify, manage and share information on training, information and other resources</p>	<p>Scottish Health Council</p> <p>Scottish Health Council</p>	<p>NHS Health Scotland Community Health Exchange (CHEX) Volunteer Development Scotland Public Partnership Forum Members and Community Health Partnership staff Scottish Health Council NHS Boards</p>

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<p>10. <u>Working Together</u></p> <p>All Stakeholders work together and learn from each other to maximise effective engagement. Sharing of good practice and resources results in effective operation and evidence of impact.</p>	<p>All the actions within this plan will support joint working and the sharing of resources especially 2.2, 2.3, 3.1, 3.2, 3.3, 6.6, 9.1, 9.2, 11.1 and 11.2.</p>		
<p>11. <u>Explore the development of liaison arrangements with Special Health Boards</u></p> <p>Develop a shared understanding of roles and areas of potential public involvement so that Public Partnership Forums have the opportunity to influence the development and delivery of national services and influence national strategies</p>	<p>11.1 Establish short life working group that will lead on enabling the exploration of options that could allow Special Health Boards to liaise with Public Partnership Forums across Scotland</p> <p>11.2 Support Special Health Boards and Public Partnership Forums (if agreed) to develop working relationships and links with all Special Health Boards to allow Public Partnership Forums to contribute to, for example, the 2009-2010 Patient Focus and Public Involvement assessment process and agreeing priority actions for the Board for the coming year</p> <p>11.3 Host event in partnership with NHS QIS for Special Boards and Public Partnership Forums</p>	<p>Scottish Health Council NHS Quality Improvement Scotland Scottish Government</p>	<p>Public Partnership Forum Members Community Health Partnership staff Special Health Boards Scottish Health Council NHS Quality Improvement Scotland Scottish Government</p>

