

# **SPPC Work Plan 2015 - 16**

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## **The Purpose of SPPC**

SPPC exists in order to promote equitable access throughout Scotland to high quality palliative care for all patients and families on the basis of need not diagnosis. The emergence of “health promoting palliative care” has broadened the scope of work to include determinants of better death, dying and bereavement which lie out with the domain of traditional formal health and social care services.

## **Six Strategic Priorities for SPPC 2014-17**

SPPC has agreed six strategic priorities for 2014–17. These are interrelated and mutually supportive. Similarly many of the activities in this plan contribute to multiple strategic priorities.

1. SPPC will provide strategic leadership in improving the experience of death, dying and bereavement in Scotland. By this we mean; maintaining a whole system perspective and associated intelligence; advocating the importance and value of palliative and end of life care; contributing to the development of strategic thinking and national policy and brokering strategic collaboration.
2. SPPC will identify, and support the spread of, good practice and innovation.
3. SPPC will promote public and professional awareness, understanding and knowledge of ways to improve death, dying and bereavement and promote public dialogue around these issues.
4. SPPC will encourage effective planning for better death, dying and bereavement by the public, and by professionals together with patients and families, at all stages of life.
5. SPPC will work to ensure that the experiences of the public, patients and families inform the development and implementation of policy and practice.
6. SPPC will undertake any necessary organisational change/development required to deliver its strategic priorities.

## Resources

### ***People***

The plan is based on staffing of 4.6 WTE – a net reduction of 1.0 WTE. This is due to the cessation of SG funding linked to Deteriorating Patient and Conversation Ready work. The plan does not make allowance for any long term absence during the year.

During 2014/15 SPPC introduced a couple of volunteer roles (*Curating Death on the Fringe* and facilitating training related to Good Life, Good Death, Good Grief. It is anticipated that both these roles will continue in 2015-16.

### ***Finance***

The SPPC's funding model has remained similar for many years. The main changes on the income side in 2015-16 are a reduction in total SG income (down 31%) and a planned increase in miscellaneous charitable income.

Anticipated income comprises a mixture of core grants from SG (38%), Macmillan and Marie Curie (14%), member subscriptions (27%), a small surplus on conference (5%) and charitable fundraising (12%). Total income in 2015-16 will be £293 162 compared to £305 147 in the current year.

**Strategic Priority:- 1. Provide strategic leadership in improving the experience of death, dying and bereavement in Scotland. By this we mean; maintaining a whole system perspective and associated intelligence; advocating the importance and value of palliative and end of life care; contributing to the development of strategic thinking and national policy and brokering strategic collaboration.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Maintain effective engagement with members and other key stakeholders in palliative and end of life care. Establish and run an effective Scottish Government Stakeholder Group to support development of the Strategic Framework for Action.	15 Constituency Group meetings 4 SG Stakeholder Group Meetings Other meetings with relevant stakeholders – e.g. Person Centred H&C, Alzheimers, Health & Social Care Alliance, HIS, FiOP etc etc	Members and other stakeholders able to share practice, problem solving, are kept informed and able to input to policy.
Input to the development of SG's new Strategic Framework for Action.	Written and verbal contributions.	SG Framework informed by relevant thinking.
Undertake ongoing networking, horizon-scanning and policy analysis.	Knowledge and understanding of relevant policy environment. Knowledge of activities in peolc.	SPPC able to inform & influence national developments and to keep stakeholders informed about relevant policy.

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<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Inform the palliative care community about relevant policy developments via e-bulletin and website.	11 ebulletins Up to date website.	Stakeholders informed about relevant policy developments.
Seek opportunities and/or respond to requests to provide representation of palliative care in relevant SG work streams.	Work streams which have access to peolc expertise.	Relevant work streams are better informed on peolc.
Formulate appropriate inputs to formal and informal SG consultations and policy development processes (in conjunction with membership), and to processes of other relevant organisations. Likely to include National Care Standards, Dementia Strategy, Clinical Strategy, Funeral poverty/welfare reform, 2020 Vision Refresh and Carers Legislation.	Inputs to consultations and policy development processes	Better policies.
Input to reshaping care for older people and integration agendas, providing information and expertise on palliative and	A briefing setting out relevant contributions of peolc to national outcomes.	Lead Authorities and Integration Joint Boards have access to relevant information and evidence

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<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
end of life care.		on peolc.
When opportunities arise articulate the particular issues relating to palliative care for children and young people.	SPPC outputs which reference CYP	Profile of CYP issues raised.
Input where feasible and appropriate to the parliamentary scrutiny of the Assisted Suicide (Scotland) Bill [if it progresses to the next stage] and to other relevant legislation if relevant eg Carer's Legislation.	Written and oral evidence on PC provided to parliament.	Better informed parliamentary processes.
Provide Secretariat to the Cross Party Group on Palliative Care.	3 relevant meetings.	MSPs and others have regular opportunity to discuss peolc together.

Strategic Priority:- 2. **Identify, and support the spread of, good practice and innovation.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Use the monthly eBulletin and website to highlight examples of good/innovative practice.	11 editions of ebulletin. Blog on good/innovative practice.	Good/innovative practice spreads.
Run an annual conference to share and inform the development of good practice.	A positively evaluated, well attended conference which generates a small surplus.	Conference delegates have increased knowledge which influences policy and practice, and improved useful relationships through networking opportunities.
Assemble and maintain a catalogue of key research evidence in palliative and end of life care, with a focus on evidence that is particularly helpful in informing the SPPC's work to support and contribute to the development and strategic direction of palliative care in Scotland.	Catalogue of key evidence.	SPPC advocacy, policy and best practice activities are informed by relevant evidence, promoting evidence-based policy and practice.
Complete end of project report on Conversation Ready project and support launch event.	Project Report. Event.	Lessons of the project are captured and accessible to others, supporting spread of learning.
Potential collaboration with NES on best practice website	NES have approached SPPC about providing content for a new website linked to their bereavement/end of life education project. Discussions are ongoing and	

the outcome is uncertain.

Strategic Priority:- 3. **Promote public and professional awareness, understanding and knowledge of ways to improve death, dying and bereavement and promote public dialogue around these issues.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Continue to lead Good Life, Good Death, Good Grief	See <b>Appendix 1</b>	Behavioural change supportive of better death, dying and bereavement.
Undertake media activity to promote the importance and value of palliative and end of life care, and other ways of improving the experience of death, dying and bereavement.	Comment/content provided to the media.	More and better coverage of peolc.
Continue to develop and maintain the Palliative Care Zone on NHS Inform for the benefit of the Scottish public.	Up to date high quality web content.	Public have access to up to date high quality web content.

Strategic Priority:- 4. **Encourage effective planning for better death, dying and bereavement by the public, and by professionals together with patients and families, at all stages of life.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Good Life, Good Death, Good Grief activities to create open discussion and to provide practical about information planning.	See <b>Appendix 1</b>	Behavioural change supportive of better death, dying and bereavement.
Promote Conversation Ready work, deteriorating patient work, ACP etc in policy work.	Promotion of these planning activities within wider policy and best practice activities.	Policy and practice reflects the important of good planning at all relevant stages of life.

Strategic Priority:- 5. **Work to ensure that the experiences of the public, patients and families inform the development and implementation of policy and practice.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Ensure non-professional voices are included in the SG Stakeholder Group on Palliative and end of Life Care.	Membership of Stakeholder Group includes non-professionals	SFA reflects the expectations of the Scottish public and experiences of patients and families.
Seek to ensure that SG's <i>Stronger Voice</i> work encompasses palliative and end of life care.	Stronger Voice work on peolc	NHS and social care informed to a greater extent by the voices of the Scottish public and experiences of patients and families.



Feature relevant qualitative research in the eBulletin each month.	Relevant content in eBulletin.	UPDATE subscribers have access to qualitative research on public, patient and family experiences.
Undertake some direct public engagement activity in support of developing the SFA and on people more widely.	A civic cafe public event and relevant outputs.	Outputs available to inform SFA.
Ensure that the experiences of the public, patients and families feature at the SPPC annual conference.	Relevant content at conference.	Conference delegates hear patient/public experience.
Encourage and support the introduction of measures of patient and family experience of end of life care in NHS Scotland/social care.	Policy and good practice products relating to measurement of patient and family experience.	Data is available to inform local improvement and also to inform understanding of quality of people on national basis.

Strategic Priority:- 6. **Undertake any necessary organisational change/development required to deliver its strategic priorities.**

<b>Activity</b>	<b>Output / Deliverable</b>	<b>Outcome to which this work contributes</b>
Apply for charitable funding to support aspects of Good Life, Good Death, Good Grief work.	Trust applications. Cash.	Better (or at least maintained) resourcing for Good Life, Good Death, Good Grief
Develop the skills and knowledge of employees in order to support the delivery of this plan.	Training and development activities.	Appropriately equipped staff team.

Comply with regulatory and legal requirements and good practice.	Annual accounts, health and safety documentation and practices, HR processes and practices, OSCR returns, governance activities.	Compliance.
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## APPENDIX 1 - Good Life, Good Death, Good Grief work plan 2015-2016

	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
<b>1. Increasing membership</b>													
1.1 Undertake actions to increase membership to 1000 members by the end of August.	X	X	X	X	X	X							
<b>2. Engaging and Supporting Membership</b>													
2.1 Run a members networking event at SPPC Annual Conference							X						
2.2 Produce newsletters	X	X		X		X		X		X		X	
2.3 Prepare for and promote Dying Matters Awareness Week	X	X	X										
2.4 Participation in Dying Matters Week			X										
2.5 Undertake activities to promote Dying Matters Week	X	X	X										
2.6 Seek engagement in To Absent Friends		X	X	X	X	X	X	X	X				
2.7 Seek resources to produce a Scottish adaptation of "The Conversation"		X	X	X									
2.8 Participate in Funeral Poverty consultation			?	?									
2.9 Provide volunteer support to Firrhill High School group project on bereavement	X	X	X	X	X	X	X	X	X	X	X	X	X

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
<b>3. Promoting a National Conversation which Models Openness about Death, Dying and Bereavement</b>													
3.1 Hold 'to absent friends'									X				
3.2 Work with RSNO to produce 'Music of Memories' TAF concert	X	X	X	X	X	X	X	X	X				
3.2 Contact interested parties from last year to promote TAF involvement again this year.		X											
3.3 Seek new partners to expand TAF involvement.		X	X	X	X								
3.5 Exhibit TAF photo exhibition at suitable venues	X	X	X	X	X	X	X	X	X				
3.6 Hold Death on the Fringe #2						X							
3.7 Organise and promote Death on the Fringe	X	X	X	X	X	X							
3.8 Seek national media coverage for TAF	X	X					X	X					
3.13 Continue to emphasise the importance of recognition of decline, death, dying and bereavement in national policy development.	X	X	X	X	X	X	X	X	X	X	X	X	X
3.14 Produce a To Absent Friends media pack for members.							X						

[illegible]