



Date of meeting	Monday 16 th February 2009
Title of paper	How to Set Our Priority Objectives
Agenda item no	7
Paper number	B1
Action required	For Decision: to agree the recommendations as outlined.
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REPORT FOR WANDSWORTH LINK EXECUTIVE ON FEBRUARY 16th. HOW TO SET OUR PRIORITY OBJECTIVES?

1. PURPOSE

This paper sets out a clear and transparent way forward to set Wandsworth LINK priority issues and objectives for the next year or two.

This is a write up (with some additions to make it more complete) of my presentation at the open meeting on Monday 19th January.

2. RECOMMENDATIONS:
<ol style="list-style-type: none"> 1. To agree the criteria for determining priority objectives (set out in 5 below) 2. To agree the process for determining our 3 or 4 priority objectives (set out in 6 below) 3. To agree an annual review of our priority objectives (in a way to be determined each year)

3. WHY SET PRIORITIES?

I suggest that we need to agree our priority '**big issues**' to tackle for 2009 and 2010 so as to tackle and improve NHS and Social Care services. There are some 'big issues' that will only improve services (from a user, carer and patient perspective) if there is **concerted and sustained** approach and work by Wandsworth LINK over the next year or so. And, if we did not determine explicit priorities there would be a danger of taking on too many 'big issues' and so achieving not very much for each of these issues.

I would suggest we review annually our agreed priorities.

The many issues that are not chosen as priorities will be responded to, but they will not get the concerted work and effort that we will put to the chosen priorities.

So that we can make a real impact on these priority issues I suggest we restrict them to just 3, or a maximum of 4.

4. HOW DO WE SET OUR PRIORITIES?

We need to be clear about the process as to how we determine the priority objectives. So as to be explicit about what we decide I would suggest that the Executive should adopt agreed criteria that will be used to help us make our (what may be difficult) choices and decisions.

5. SUGGESTED CRITERIA?

I have just suggested below some criteria to get the discussion started. The criteria need to be discussed, amended and agreed by the Executive but might include:

- a) Our work is likely to have an '**impact**' and to lead to improved services for users and patients.
- b) The task is '**do-able**' within our resources.
- c) The issue is of **general importance with broad applicability** for a particular group (or groups) of users, carers and patients.

d) A **balance between Health and Social Care** in the priority list.
The issues we choose should meet all of the above criteria.

6. SUGGESTED PROCESS.

This should be:

1. Collect **all** suggestions that have been made so far (from Public meetings, e mails, letters and at Interim Exec meetings etc)
2. Receive the long list of suggestions and comments from our advisers on each suggested priority.
3. The Executive to agree the criteria (as above)
4. The Executive (or sub group) to apply the criteria to the full list.
5. The Executive to determine the final 3 or 4 priorities.
6. The Executive will need to decide for each priority objective if it is the Executive or one of the LINKs sub group that is responsible for taking it forward.
7. For each priority objective we need a **project plan**, which should come to the full Executive for agreement.
8. The Executive (or responsible sub group) should review progress on the project plans at least quarterly.
9. The Executive will ensure an annual review of the priority objectives.

SUMMARY

This is **not meant as a perfect 'model'** to determine our priority objectives and how we might to start working on them. The suggested process does endeavour to **include all the views and suggestions** of members of LINKs and the public who have attended our meetings and written in to us. The suggested approach gives an **explicit** way to make choices as to what big issues we will work on in 2009. Most importantly it does provide a way to get us started on tackling much needed improvements on some of the 'big issues' for users, carers and patients in Wandsworth.

Jeremy Ambache
2.2.2009