



## Minutes of North Ayrshire Strategic Planning Group Meeting

Held on Thursday 11<sup>th</sup> January 2018, 10.00am

Greenwood Conference Centre, Dreghorn

### Present:

Councillor Robert Foster, Chair,  
Jo Gibson, Principal Manager, Planning & Performance, NAHSCP  
Christine Speedwell, Service Coordinator, Unity Enterprise NA Carers Centre  
David Thomson, AND/ Lead Nurse, NHS A&A  
Robert Steel, Locality Lead, Kilwinning Area  
Sharon Bleakley, Local Officer, Scottish Health Council  
Elaine Young, Assistant Director of Public Health, NHS  
Gavin Paterson, Engagement Officer, NAHSCP  
Brenda Knox, Health Improvement Lead, NHS A&A  
Louise McDaid, Staff Representative  
David Bonellie, Optical Representative  
Lynne McNiven, Consultant in Public Health, NHS  
Norma Bell, Manager, Planning & Performance, Mental Health, NAHSCP  
David Donaghey, Partnership Representative, NAHSCP  
Vicki Yuill, Operations Manager, Arran CVS  
Eunice Johnstone, Portfolio Programme Manager (Transformation and Sustainability)  
Fiona Thompson, Locality Lead, Irvine  
Allan Wilson, Community Pharmacy Adviser  
Eleanor Currie, Eleanor Currie, Principal Manager (Finance),  
Nigel Wanless, Independent Sector Representative  
Heather Molloy, Independent Sector Representative  
Dr John Taylor, Associate Medical Director  
Eleanor McCallum, Partnership Engagement Office, NAHSCP  
Marion Gilchrist, Community Nurse, NHS A&A  
Laura Barrie, KA Leisure  
Fiona Comrie, KA Leisure  
Donna McKee, Head of Service, C&F and Justice Services, NAHSCP (*Final 30 mins*)  
Stephen Brown, Interim Director, NAHSCP (*Final 30 mins*)

### In Attendance:

Scott Bryan, Team Manager – Planning, NAHSCP  
Debbie Campbell, Team Manager, Performance, NAHSCP  
Louise Harvie, Clerical Officer, NAHSCP

### Apologies Received:

Dr Paul Kerr, Clinical Director, NAHSCP  
David Rowland, Head of Service, Health & Community Care, NAHSCP  
Shahid Hasif, Head of Finance, NAHSCP  
Annie Weir, Senior Engagement and Project Manager  
Brenda Knox, Health Improvement Lead, NHS, A&A  
Simon Morrow, Dental Representative  
Sam Falconer, Community Pharmacist NHS A&A



Dr Chris Black, GP, Bourtreehill Medical Practice  
 Thelma Bowers, Head of Service, Mental Health, NAHSCP  
 Louise Gibson, Dietetic lead, integrated services, NHS A&A  
 Isabel Marr, Senior Manager, Long Term Conditions  
 Helen McArthur, Senior Manager, Community Care  
 Clive Shephard, NA Federation of Community Associations  
 Mark Gallagher, Alcohol & Drugs Partnership  
 Gordon McKay, Staff Side Representative

<b>1.</b>	<b><u>WELCOME &amp; APOLOGIES</u></b>	
1.1	Councillor Robert Foster welcomed all to the meeting.  Apologies were noted and accepted.	
<b>2.</b>	<b><u>MINUTES/ACTION NOTE OF PREVIOUS MEETING (02.11.17)</u></b>	
2.1	Minutes of previous meeting dated 2 <sup>nd</sup> November 2017 were agreed as accurate with no amendments required.	
<b>3.</b>	<b><u>MATTERS ARISING</u></b>	
3.1	There were no matters arising to be discussed.	
<b>Focus on: Draft Strategic Plan</b>		
<b>4.</b>	Gavin Paterson, Partnership Engagement Officer provided a presentation on the Strategic Plan Consultation for 2018-21. The presentation gave detail on the key messages of the plan. Slides included:- <ul style="list-style-type: none"> <li>• Challenging Environment (demand on service/ageing population/deprivation/reduction of budgets)</li> <li>• Changes since the last Strategic Planning Meeting dated 2<sup>nd</sup> November 2017</li> <li>• Consulting on the Strategic Plan</li> <li>• Information on Library Drop in Sessions</li> <li>• Dates/Times of Health &amp; Wellbeing Events</li> </ul>	
4.1	The draft Strategic Plan will be available for public consultation from Monday 8 <sup>th</sup> January 2018 until Friday 16 <sup>th</sup> February 2018.	
4.2	Output from the Consultation and suggested changes before publication will be tabled for discussion at the next Strategic Planning Group meeting.	<b>Agenda – 27.02.17</b>
<b>Focus on: Financial Planning</b>		
<b>5.</b>	Eleanor Currie, Principal Manager (Finance), provided a presentation on the Health & Social Care Partnership (HSCP) Finance Overview. The presentation covered the following areas: <ul style="list-style-type: none"> <li>• HSCP Governance Arrangements</li> <li>• How does the HSCP work?</li> </ul>	



	<ul style="list-style-type: none"> <li>The Story so Far ...               <ul style="list-style-type: none"> <li>(including funding arrangements/overspends/projected overspends)</li> </ul> </li> <li>2017/18 Budgets</li> <li>Main Areas of Pressure</li> <li>Challenge Fund Projects</li> <li>Tackling the Financial Challenge</li> <li>Medium Term Financial Plan 2018/19 to 2019/20</li> <li>Things to Think About               <ul style="list-style-type: none"> <li>Deficit to be recovered/Financial sustainability/Financial management/Growing demand</li> </ul> </li> </ul>	
5.1	<b>Group Discussion</b>	
5.1.1	<p>Following a Financial Survey completed by Finance Leads, it was acknowledged that 21 out of 32 Partnerships in Scotland were in a deficit position. A further survey will be carried out mid-January 2018 to establish if any changes have been made.</p> <p>Following a detailed discussion, the group agreed that the Strategic Planning Group remains an essential group that will play an important role moving forward in ensuring changes are made and the plan is deliverable.</p>	
<b>Focus on: Update on Performance</b>		
6.	<p>Debbie Campbell, Performance Team Manager, provided a presentation on the HSCP Performance for Quarter Two Period.</p> <p>The presentation slides included:</p> <ul style="list-style-type: none"> <li>Background Information</li> <li>Actions</li> <li>Tackling Inequalities</li> <li>Engaging Communities</li> <li>Bringing Services Together</li> <li>Prevention and Early Prevention</li> <li>Mental Health and Wellbeing</li> <li>Change Programme</li> <li>Challenge Fund</li> <li>Complaints/Compliments</li> <li>Finance</li> </ul>	
6.1	<b>Group Discussion</b>	
6.1.1	<p>Following the presentation, the meeting separated into groups and were asked to address the following two questions:</p> <p><b>1) How will you support consultation?</b></p> <p>Response:</p> <ul style="list-style-type: none"> <li>Share with operational teams and encourage teams to speak with service users</li> <li>Option of using libraries</li> </ul>	



	<ul style="list-style-type: none"> <li>• Share information on Social Media (idea of setting up planned conversations/subject topics to stimulate interest – professional and public)</li> <li>• Share at service user groups</li> <li>• Issue flyers/slips to keep public consulted</li> <li>• Option of entering into prize draw when contribute</li> <li>• Share at Locality Planning Forums (LPF)</li> </ul>	
6.1.2	<p><b>2) What more does the SPG need to do in order to effectively move the plan forward?</b></p> <p>Response:</p> <ul style="list-style-type: none"> <li>• From LPF view, would be good to get high level summary on a regular basis to share updated information</li> <li>• Share transparency of national picture</li> <li>• Look at the work we do alongside other Partnerships/IJB's</li> <li>• Social Media (online conversations/periscope)</li> <li>• Share user friendly information to public</li> </ul>	
<b>Focus on: Communications</b>		
7.	<p>Eleanor McCallum, Partnership Engagement Officer, provided a presentation on the Messaging, Communications and Engagement. Slides covered:</p> <ul style="list-style-type: none"> <li>• Creating our culture, building our brand, engaging with staff, stakeholders and public</li> <li>• Layering our message</li> <li>• Information on new website</li> <li>• Dialogue with North Ayrshire</li> </ul>	
7.1	<p>Eleanor highlighted that the Partnership has now formally launched its own website. Work is ongoing to further develop content, and a full public launch (press releases, social media announcements etc.) is planned. The site can be accessed at <a href="http://www.nahscp.org">www.nahscp.org</a>.</p> <p>Prior to the formal public launch, Eleanor asked the group to look at the functionality of the website in more detail and provide any feedback via email to herself.</p>	
8.	<b>Update from Locality Planning Forums (LPF)</b>	
8.1	<p><u>Garnock Valley</u></p> <p>Janet McKay advised that the last meeting dated 22<sup>nd</sup> November 2017 focused on Children and Adolescent Mental Health Services (CAMHS). Tommy Stevenson, Senior Manager for CAMHS was also in attendance at the meeting. A further meeting has been arranged to discuss reducing the number of referrals to CAMHS.</p> <p>Janet outlined that the LPF has liaised with the Community Planning Partnership (CPP) to link action plans and priorities. Work ongoing.</p>	



8.2	<p><u>Irvine</u></p> <p>Norma Bell highlighted that the last Irvine LPF meeting took place in November 2017 with Elaine Baxter, Locality Coordinator for CPP in attendance. Elaine has since become a member of the LPF for close working links. CPP priorities are noted as employability, parking and Mental Health. Mental Health is also one of the Irvine Forum's priorities. Gavin Paterson, Partnership Engagement Officer, will attend a future meeting to provide guidance on engagement.</p> <p>Fiona noted that she feels more comfortable now that she has attended the Irvine CPP. Fiona advised that the meeting was split into groups, and she currently sits on the Mental Health Group. Highlighted that they do not have wider understanding about Health from public perspective, Fiona will keep them updated. Work continuing to progress well. Leads will continue to update.</p>	
8.3	<p><u>Kilwinning</u></p> <p>Robert Steel, Locality Lead, advised that the Kilwinning LPF continues to progress well with positive membership. The next meeting is scheduled for Tuesday 16<sup>th</sup> January 2018 where current projects will be reviewed. The Pharmacy in Kilwinning is looking at redesigning, this will support LPF in looking at generating new projects.</p> <p>The chair of the CPP has been invited to attend a future meeting to help create a better understanding of projects and priorities. LPF lead will also attend a future CPP meeting.</p>	
8.4	<p><u>Arran</u></p> <p>Vicki Yuill highlighted that the meeting scheduled for December was cancelled. Senior Leads attended the CPP meeting and provided update on ongoing work and priorities. Noted that LPF and CPP priorities are currently overlapping. Discussion took place at CPP meeting with regards to incorporating the Arran Economic Group, Audrey Sutton provided presentation on the model. Work ongoing.</p>	
8.5	<p><u>North Coast</u></p> <p>Recent meetings have been cancelled due to ill-health. Continuing to work closely with CPP to ensure priorities are aligned.</p>	
8.6	<p>Jo Gibson commented on the positive connections with LPF and CPP members. A joint meeting took place before Christmas with both LPF and CPP representatives which Jo noted was very useful.</p> <p>Jo advised that a Staff Awards Ceremony is scheduled for end of February 2018, and encouraged the group to think about nominating services including LPF's.</p> <p>The deadline for nomination process is Monday 15<sup>th</sup> January 2018, link to nomination page to be forwarded to group.</p>	E McCallum



	<p>Jo explained that the Scottish Community Development Centre (SCDC) Training scheduled for December 2017 had been postponed. Gavin Paterson is linking with SCDC to identify new date.</p> <p>Discussion took place regarding early intervention and appropriate engagement. Donna McKee asked if it is possible for Heads of Service to attend one meeting to look at aligning operational work, as opposed to attending several different forums. Jo advised that the LPF development network meeting may be the forum for this. Future links should be discussed at PSMT</p> <p>Jo reminded LPF members of their ability to influence the direction of the Community Investment Fund, for use to tackle local priorities. Discussions have taken place with Audrey Sutton regarding the best way to progress this.</p>	<b>HoS/Future PSMT Agenda</b>
<b>9.</b>	<b>Agenda Items for Next Meeting – 27<sup>th</sup> February 2018</b>	
9.1	<p>Councillor Robert Foster advised the group to forward any agenda items for future meetings to either himself or Scott Bryan.</p> <p><u>Agenda Items received to date:</u></p> <ul style="list-style-type: none"> <li>Findings from Strategic Plan Consultation</li> </ul>	
<b>10.</b>	<b>AOCB</b>	
10.1	<p><u>Farewell</u></p> <p>The group thanked Jo Gibson, Principal Manager, Planning &amp; Performance, for her contribution and support on behalf of the Strategic Planning Group and wished her success in her new role.</p>	
<b>7.</b>	<b>Future 2018 Meeting Dates</b>	
	<ul style="list-style-type: none"> <li>Wednesday, 27<sup>th</sup> February 2018, at 10:00am, Greenwood Conference Centre</li> <li>Wednesday, 25<sup>th</sup> April 2018, at 10:00am, Greenwood Conference Centre</li> <li>Wednesday, 20<sup>th</sup> June 2018, at 10:00am, , Greenwood Conference Centre</li> <li>Wednesday, 15<sup>th</sup> August 2018, at 10:00am, Greenwood Conference Centre</li> <li>Wednesday, 10<sup>th</sup> October 2018, at 10:00am, Fullarton Connexions</li> <li>Wednesday, 05<sup>th</sup> December 2018, at 10:00am, Fullarton Connexions</li> </ul>	