

Minutes of North Ayrshire Strategic Planning Group Meeting
Held on Wednesday 25th April 2018, 10.00am
Greenwood Conference Centre, Dreghorn

Present:

Councillor Christina Larsen (Stand in Chair)
Michelle Sutherland, Strategic Planning & Transformational Change Lead, NAHSCP
Brenda Knox, Health Improvement Lead, NHS A&A
Louise McDaid, Staff Representative
David Bonellie, Optical Representative
Norma Bell, Manager, Planning & Performance, Mental Health, NAHSCP
David Donaghey, Partnership Representative, NAHSCP
Vicki Yuill, Operations Manager, Arran CVS
Heather Molloy, Independent Sector Representative
Clive Shephard, NA Federation of Community Associations
Sam Falconer, Community Pharmacist NHS A&A
Dr Janet McKay, Garnock Valley Locality Lead
Fiona Comrie, KA Leisure
Elaine McClure, Portfolio Programme Manager (Transformation and Sustainability)
Shahid Hasif, Head of Finance, NAHSCP
Elaine Young, Assistant Director of Public Health, NHS
Gavin Paterson, Engagement Officer, NAHSCP
Dr Paul Kerr, Clinical Director, NAHSCP
Annie Robertson, Business Planning Manager, NAHSCP
Simon Morrow, Dental Representative
Louise Gibson, Dietetic lead, integrated services, NHS A&A
Sam Falconer, Community Pharmacist NHS A&A
Dr John Taylor, Associate Medical Director
Marion Gilchrist, Interim Manager/Senior Nurse LD Services
Christine Speedwell, Care Centre Manager

In Attendance:

Scott Bryan, Team Manager – Planning, NAHSCP
Louise Harvie, Clerical Officer, NAHSCP
Kimberley Mroz, Team Manager, Self-Directed Support, NAHSCP

Apologies Received:

Councillor Robert Foster, Chair
David Rowland, Head of Service, Health & Community Care, NAHSCP
Thelma Bowers, Head of Service, Mental Health, NAHSCP
Donna McKee, Head of Service, Children & Families & Justice Services, NAHSCP
David MacRitchie, Senior Manager/Chief Social Work Officer NAHSCP
Lynne McNiven, Consultant in Public Health, NHS
Sharon Bleakley, Local Officer, Scottish Health Council
Eleanor McCallum, Partnership Engagement Office, NAHSCP
Laura Barrie, KA Leisure
Mark Gallagher, Alcohol & Drugs Partnership, NAHSCP
Fiona Thompson, Locality Lead, Irvine
David Thomson, Associate Nurse Director/Lead Nurse, NAHSCP
Ruth Betley, Senior Manager, Arran Services, NAHSCP



1.	<u>WELCOME & APOLOGIES</u>	
1.1	<p>Councillor Robert Foster was unable to attend today's meeting, therefore Councillor Christina Larsen kindly agreed to stand in as Chair.</p> <p>Councillor Larsen introduced herself and welcomed all to her first Strategic Planning Group meeting.</p> <p>Apologies were noted and accepted.</p>	
2.	<u>MINUTES/ACTION NOTE OF PREVIOUS MEETING (27.02.18)</u>	
2.1	Minutes of previous meeting dated 27 th February 2018 were agreed as accurate with no amendments required.	
3.	<u>MATTERS ARISING</u>	
3.1	There were no matters arising to be discussed.	
Focus on: Strategic Plan 2018-21 Engagement		
4.	<p>Michelle Sutherland provided an update on the published Strategic Plan and feedback from the Integration Joint Board (IJB).</p> <p>The Strategic Plan was approved by the IJB on 19th April 2018. There was a strong endorsement from IJB, with positive feedback received.</p>	
4.1	<p>Michelle emphasised the importance of the SPG's responsibility in monitoring implementation of the plan moving forward.</p> <p>Michelle asked the group for input and consideration in how we effectively share the plan through all networks.</p> <p>Comments and feedback received:-</p> <ul style="list-style-type: none"> • Link to be shared on Social Media, including local Facebook pages, i.e. West Kilbride/Largs People Page • LPF's to discuss at meetings and share through networks • Link to CPP pages and include at CPP meetings • Idea of sharing via Educations internal GLOW website • Asking chairs of professional committees to cascade • Share at Provider Forums 	
4.2	<p>Further discussion took place with regards to monitoring progress of the plan. Michelle asked the SPG to consider if there is a preferred group approach to monitoring the plan</p> <p>Comments and feedback received:</p> <ul style="list-style-type: none"> • Look at each theme on a service area basis • Sessions on each individual priorities <p>Scott Bryan highlighted that Performance Reports were previously shared at SPG meetings to monitor performance. Although, performance is not part of this group, Scott asked if this is something the SPG wish to re-implement.</p>	



	<p>Janet McKay outlined that having responsibility for the plan, the SPG must have an understanding of performance, it was noted it would be helpful to link the topic and performance together to see an overall picture.</p> <p>Elaine Young advised it would be helpful to review the SPG Terms of Reference to look at the groups remit, commitments and scrutinising performance. The group agreed this would be beneficial, therefore it was agreed that Michelle and Scott bring the Terms of Reference to the next meeting.</p>	M Sutherland/ S Bryan
Focus on: Carers		
5.	Kimberley Mroz, Policy Manager, Self-Directed Support and Unpaid Carers, delivered a presentation on the New Carers Strategy (Carers Scotland Act 2016) that commenced on 1 st April 2018. The provisions in the Act are designed to support Carers health and wellbeing and sit within the vision of a healthier and fairer Scotland.	
5.1	<p>The presentation provided detail on the Act and the National picture. Slides included:-</p> <ul style="list-style-type: none"> • National Picture <ul style="list-style-type: none"> - There are an estimated 759,000 unpaid Carers aged 16+ in Scotland (17% of adult population) - There are an estimated 29,000 young Carers in Scotland aged 4-15 years (4% of child population) - It is thought that Carers, as providers of care, save out Health & Social Care system in Scotland £10.8 billion each year • North Ayrshire Carers <ul style="list-style-type: none"> - According to the last census, just under 14,000 were identified as unpaid carers - 1328 are currently registered with our local carers centre of which 91 are under 18 years old - North Ayrshire's youngest carer is 8 years old and the oldest is 100 years old. - Supporting our carers – way forward - Carers Voices – Consult, Converse, Consider - Empowerment - Carers Appreciation Card <ul style="list-style-type: none"> - Launched in Carers Week 2016 - Carers registered = 400 - Cards issued = 324 - 43 businesses in support 	
5.2	<p>Within the presentation, Kimberley provided detail on Carers Week. Carers Week is an annual campaign to raise awareness of carers, challenges they face and to recognise the contribution carers make to families and communities.</p> <p>Carers Week this year will take place from Monday 11th June 2018.</p>	
5.3	Kimberley highlighted the issue of engaging with Carers in the Garnock Valley area and asked the group for any ideas or actions that could help address this.	

	The issue of transport was raised as a barrier to Carers accessing support groups. Elaine Young proposed the idea of making better use of social media.	
5.4	There was some concern in relation to labelling young people as Carers. Discussion clarified that it is not about labelling, but recognising additional responsibilities that many young people face due to unique circumstances within the home.	
5.5	In addition, Kimberley thanked SPG members for highlighting the importance of Carers within the new Strategic Plan.	
5.6	<p>Following the presentation, the meeting separated into groups and were asked to address the following two questions:</p> <p>1) To better inform the review of the Strategy, what suggestions do you have for effecting Engagement and Consultation?</p> <ul style="list-style-type: none"> • Discussion at CPP • Raise via social media <p>2) How can the LPF Support the Development of the Carers Strategy?</p> <p>Group response:</p> <ul style="list-style-type: none"> • Locality Planning Forums to include carer representation • Highlighting we can all potentially be Carers at some point in our lives 	
Focus on: Engagement Strategy		
6.	<p>Annie Robertson delivered a presentation on 'Our Engagement Journey'.</p> <p>Slides included:-</p> <ul style="list-style-type: none"> • Consultation from the Strategic Plan 2015 • Locality Planning Forums • Strategic Plan Refresh June – August 2016 • Locality Planning Roadshows • CPP Locality Planning Partnerships & Priorities • What Matters to You • Strategic Plan 2018 • Working Better Together • Developing our Engagement 	
6.1	<p>Following the presentation, Annie proposed the following three questions:</p> <ul style="list-style-type: none"> • How can we better use/change existing structures to engage with localities/communities of interest? • How do we enable more effective working/outputs between HSCP Locality Planning and HSCP Strategic Plan? 	

	<ul style="list-style-type: none"> How can we better work together with CPP Locality Planning? <p>Group feedback received:</p> <ul style="list-style-type: none"> Feedback to LPFs must be clear and more informative Find ways to provide information centrally and recognise issues that should feed into Community Huge commitment needs to be recognised. Needs to link in with CPP Possible bulletin for LPF - recognised that CPP have newsletter Potential of single point of contact for info to be fed in Review participation and engagement Define existing structure – review membership and Terms of Reference 	
6.2	From the feedback received, Annie reported that East representatives are experiencing the same challenges. Michelle and Annie are planning to visit East and South to find out what other partners are doing and share ideas to see if there is anything we can learn/adopt.	
6.3	Michelle outlined that work is ongoing with Audrey Sutton's team re working closer with CPP. Michelle will feedback on discussions and engage with LPF's to consider better working structures going forward.	M Sutherland
6.4	It was discussed that if a current structure for each LPF was available, it would be helpful in identifying gaps or over-representation in memberships.	
Focus on: Locality Planning Forums		
7.	Review of Locality Planning Forums	
7.1	<p>Michelle Sutherland provided an update on the LPF Development Group.</p> <p>The group referred to the update paper available and Michelle noted next steps. Chairs will continue to meet and look at how we might develop showcase work and how this can effectively move forward.</p> <p>All discussions will be tied together and an update will be provided at the next SPG.</p>	M Sutherland
Update from Locality Planning Forums (LPF)		
7.2	<p><u>Garnock Valley</u></p> <p>The next Garnock Valley Locality Planning Forum is scheduled for the afternoon of 25th April 2018 with social isolation being the next topic for discussion. Ahead of that meeting, the group have been involved in the GV Participatory Budgeting Event and group members are also involved in the Men's Shed project. Janet also highlighted Café Solace is continuing in the Garnock Valley which is another key asset in tackling social isolation.</p> <p>From the last update, a joint Locality and CPP meeting was scheduled and sessions took place to look at priorities. One of the issues raised was the lack of engagement with Education Services. Janet will raise</p>	

	matters with Donna McKee, Head of Service to look at improving engagement with Education Services.	
7.4	<u>Irvine</u> No update from Irvine.	
7.5	<u>Kilwinning</u> Marion Gilchrist reported that the latest Kilwinning LPF was cancelled. There has been no meeting held since January 2018. Marion advised they are now awaiting the evaluation of the Nursing Home project in Buckredden, Care Home. Work continues around establishing OT service within Community Pharmacy.	
7.6	<u>Arran</u> Vicki Yuill highlighted there has been no Arran LPF meeting since September 2017 for various reasons. Members have now been encouraged to regroup and future dates have been arranged. Current membership will be reviewed and refreshed to ensure relevant representation, expertise and skills are available. Vicki updated on the development of Arran PPF. This aims to greatly improve communication and dialogue between patients and operational managers.	
7.7	Louise McDaid outlined that the last North Coast LPF took place in January 2018. Louise reiterated that discussions at the North Coast LPF require to remain focused on the locality priorities. Awaiting Terms of Reference to review membership and who is engaged with. Louise advised that she has agreed to attend the three CPP sub-groups. Louise is very positive that the work of the CPP will support the North Coast priorities.	
8.	Agenda Items for Next Meeting – 20th June 2018	
8.1	Future agenda items should be forwarded to Councillor Foster or Scott Bryan. <u>Agenda Items received to date:</u> <div> <div>New GP Contract</div> <div>Change Priorities 2018/19</div> <div>MDT's for Adults</div> <div>Budget Update</div> <div>Dr Paul Kerr</div> <div>M Sutherland</div> <div>D Rowland</div> <div>S Hanif</div> </div>	
9.	AOCB	
9.1	There was no other business to be discussed, therefore the meeting was brought to a close.	
10.	Future 2018 Meeting Dates	



10.1	<ul style="list-style-type: none">• Wednesday, 20th June 2018, at 10:00am, , Greenwood Conference Centre• Wednesday, 15th August 2018, at 10:00am, Greenwood Conference Centre• Wednesday, 10th October 2018, at 10:00am, Fullarton Connexions• Wednesday, 05th December 2018, at 10:00am, Fullarton Connexions
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