



## Paper 2

### Minutes of North Ayrshire Strategic Planning Group Meeting

Held on Wednesday 2<sup>nd</sup> October 2019, 10:00am

Fullarton Community Hub, Irvine, KA12 8DF

#### Present:

Bob Martin (Chair)  
Councillor Anthea Dickson (Vice Chair)  
Norma Bell, Manager, Planning & Performance, Mental Health, NAHSCP  
Caroline Cameron, Chief Finance and Transformation Officer, NAHSCP  
Alison Sutherland, Head of Service, Children and Families & Justice Services, NAHSCP  
Michelle Sutherland, Strategic Planning & Transformational Change Lead, NAHSCP  
Fiona Comrie, KA Leisure  
Vicki Yuill, Arran CVS & Arran Locality Lead  
Elaine Young, Public Health Representative  
Dalene Sinclair, Senior Manager, Universal Early Years, NAHSCP  
Lorna McGoran, Primary Care Development Manager  
Betty Saunders, Procurement Manager, NAHSCP  
Louise McDaid, Staff Representative  
Andrew Keir, Three Towns Locality Representative, NAHSCP  
Val Allen, Independent Sector Lead  
Lynne McNiven, Public Health  
Russell Scott on behalf of Elaine McClure, Portfolio Programme Manager, NHS A&A  
Clive Shephard, Confederation of North Ayrshire Community Associations  
Theresa Potter, Engagement Officer, NAHSCP  
Louise Gibson, Dietetic lead, Integrated Services, NHS A&A  
Karen Turner, Senior Manager, Locality Services/Long Term Conditions, NAHSCP  
Scott Bryan, Strategic Planning, Policy and Inequalities Officer, NAHSCP  
Louise Harvie, Governance Assistant (Minutes) NAHSCP

#### In Attendance:

Neil McLaughlin, Team Manager, Planning & Performance, NAHSCP  
Eleanor Currie, Principal Manager, Finance, NAHSCP  
Alison McAllister, Library and Information Service Manager  
Amy Nixon (Student)

#### Apologies Received:

Simon Morrow (Dentist)  
Sam Falconer, Community Pharmacist NHS A&A, Kilwinning Locality Planning Lead  
David Thomson, Associate Nurse Director/Lead Nurse, NAHSCP  
David MacRitchie, Chief Social Work Officer & Senior Manager, Justice Services, NAHSCP  
Dr Janet McKay, Garnock Valley Locality Planning Lead  
Sharon Bleakley, Scottish Health Council  
Dr Paul Kerr, Clinical Director, NAHSCP  
Jacqueline Cameron, Senior Manager, Housing Strategy  
Brenda Knox, Health Improvement Lead, NHS A&A  
Ruth Betley, Senior Manager, Island Services, NAHSCP  
Alistair Reid, Allied Health Professions Lead, NAHSCP  
Christine Speedwell, Care Centre Manager



<b>1.</b>	<b>WELCOME &amp; APOLOGIES</b>	
1.1	Bob Martin welcomed all to the Strategic Planning Group and thanked all for attending. Apologies were noted and accepted.	
<b>2.</b>	<b>MINUTES/ACTION NOTE OF PREVIOUS MEETING (21<sup>st</sup> August 2019)</b>	
2.1	Minutes of the previous meeting dated 21 <sup>st</sup> August 2019 were approved as accurate with no amendments required.	
<b>3.</b>	<b>MATTERS ARISING</b>	
3.1	All matters arising actioned.	
<b>4.</b>	<b>Integration Joint Board (IJB) - Feedback</b>	
4.1	Agreed that relevant items from IJB meetings would be shared with group on future basis. No pertinent business discussed on this occasion.	
4.2	Bob highlighted that IJB meetings are now being webcasted and can be viewed on the Council website.	
<b>Focus on: HSCP Performance and Transformation</b>		
<b>5.</b>	<b>Annual Performance Report - 2019</b>	
5.1	Neil McLaughlin, Team Manager, Planning and Performance provided an overview of the Published Annual Performance Report 2018-19.	
5.2	<p>The presentation covered the following areas:</p> <ul style="list-style-type: none"> <li>○ Requirements and Structure</li> <li>○ Highlights: <ul style="list-style-type: none"> <li>- Finance</li> <li>- National Outcomes</li> <li>- Children &amp; Justice Outcomes</li> <li>- Care Inspectorate Inspections</li> <li>- Lead Partnership</li> </ul> </li> <li>○ Areas for Improvement <ul style="list-style-type: none"> <li>- Performance Under Integration</li> <li>- Measures to be monitored throughout 2019-20</li> </ul> </li> </ul>	
5.3	<p>A group discussion took place following the presentation:</p> <ul style="list-style-type: none"> <li>• Concern was raised in relation to delays in the delivery of Care at Home packages for service users.</li> <li>• It was raised that the group should reflect at future meetings how we can ensure more effective engagement with our staff members and local communities to help improve our performance.</li> </ul>	
<b>5.4</b>	<b>Transformation and Finance</b>	
5.5	<p>Eleanor Currie, Principal Manager, Finance provided an update on the 2019/20 Budget and Transformation. This involved an overview on:</p> <ul style="list-style-type: none"> <li>• Budgetary position</li> <li>• Outline Recovery Plan</li> <li>• Transformation Programme</li> <li>• Medium Term Financial Plan</li> </ul>	
5.6	<p>The presentation covered the following areas:</p> <ul style="list-style-type: none"> <li>○ Budget Gap including NAC, NHS and total savings required</li> <li>○ Key area savings</li> <li>○ 19/20 budgetary position including projected overspends and development of Recovery Plan</li> <li>○ Detailed Recovery Plan</li> <li>○ Budget risks</li> <li>○ Next Steps</li> <li>○ Medium Term Financial Plan</li> </ul>	



5.7	Michelle Sutherland, Strategic Planning & Transformational Change Lead, provided input with regards to Transformation. Michelle's update covered the main areas and projects of the following services: <ul style="list-style-type: none"> <li>Health and Community Care</li> <li>Primary Care</li> <li>Mental Health</li> <li>Learning Disabilities</li> </ul> Children and Families	
5.8	A group discussion took place with the following points highlighted:  <u>Trindlemoss and Warrix Avenue</u> Norma Bell provided an update on progression of projects. Acknowledged that Warrix Avenue has been operational since August 2019, however delays identified with Trindlemoss facility. Detailed discussion on reasoning for delays and impact on projected financial services. Norma is hopeful delivery of services will commence January 2020.	
5.9	<u>MDT</u> Elaine Young referred to work ongoing in Garnock Valley area relating to wider MDT teams. Elaine suggested this work is linked in with the wider community planning partnership work. Elaine highlighted the importance of working with partners, and how the priorities held by Locality Partnerships (such as transport and the economy) can be complementary to the work of the partnership. Elaine also advised of a forthcoming Locality Partnership, Stakeholder Session and suggested partnership representation at this event would be important.	
5.10	<u>Sickness Absence</u> Louise McDaid raised concerns regarding the contradictory message displayed regarding monitoring impact of staff sickness and applying a recruitment freeze. Louise highlighted the need for a clear message in relation to the HSCP workforce.	
5.11	<u>Alcohol and Drugs Participatory Budget</u> Louise McDaid emphasised the need for targeting and monitoring gambling addiction in addition to alcohol and drugs. Councillor Anthea Dickson agreed, acknowledging the importance of this. Caroline Cameron advised she would report this back to the ADP Budget Meeting, however noted that the upcoming ADP Participatory Budget Event is a targeted approach for reducing drug deaths only.	C Cameron
5.12	Betty Saunders added that Gamblers Anonymous are scheduled to attend and provide input at an upcoming Provider's Forum on Friday 25 <sup>th</sup> October 2019. Betty will provide Louise McDaid with details of this meeting in hope that she can attend. Betty will also liaise with Scott Bryan with contact details for Gamblers Anonymous for Scott to extend an invitation to them to attend a future Strategic Planning Group.	B Saunders/ S Bryan
<b>Focus on: Public Health</b>		
6.	<b>Malnutrition Strategy</b>	
6.1	Louise Gibson, Dietetic Service Manager, provided a presentation on prevention, early detection and early intervention of underweight.	
6.2	The presentation covered the following areas: <ul style="list-style-type: none"> <li>Public Health Priorities</li> <li>Ayrshire Healthy Weight Strategy</li> <li>Underweight Action Plan</li> <li>Community Impact</li> </ul>	



	<ul style="list-style-type: none"> <li>○ Terminology</li> <li>○ Causes</li> <li>○ Scale of the Problem</li> <li>○ Scale of Risk within North Ayrshire</li> <li>○ Why is this important?</li> <li>○ Signs to look out for ...</li> <li>○ What do we want to achieve?</li> <li>○ What actions should we take?</li> </ul>	
6.3	<p>Louise concluded her presentation by proposing the following question to the group:</p> <p><b>“How do we take this forward in North Ayrshire?”</b></p> <p>A lively group discussion took place with the following feedback received:</p> <ul style="list-style-type: none"> <li>○ Acknowledged poor attendance at previous engagement event – group agreed importance of building/increasing awareness at community groups</li> <li>○ Elaine Young suggested the Fire and Rescue Service as a key resource in signposting</li> <li>○ Recognised importance of increasing social isolation and loneliness due to the links associated with malnutrition i.e. utilising groups such as; Singing fish supper on a Friday, Canny cookers etc.</li> </ul>	
<b>Focus on: North Ayrshire Libraries</b>		
<b>7.</b>	<b>Co-Creating Libraries for Health &amp; Wellbeing</b>	
7.1	Alison McAllister, Library Manager attended the Strategic Planning Group to provide a presentation on the work involved in the co-creation of libraries for health & wellbeing. Alison highlighted that North Ayrshire are one of three areas piloting this model.	
7.2	<p>The presentation covered the following areas:</p> <ul style="list-style-type: none"> <li>○ How did we start? <ul style="list-style-type: none"> <li>- Identifying partners and key stakeholders</li> <li>- Recognising good work already taking place within local communities, including: <ul style="list-style-type: none"> <li>Kilwinning Wellness Model</li> <li>Carers Support Model</li> <li>Learning Disability Support</li> </ul> </li> <li>- ‘Fun Day’ co-produced with young people and key partners</li> </ul> </li> <li>○ Feedback</li> <li>○ Proposed Next Steps</li> </ul>	
7.3	<p>Following the presentation, a group discussion took place with the following points highlighted:</p> <ul style="list-style-type: none"> <li>• Clear that model is at infancy stage</li> <li>• Possibilities of rolling out model to wider localities.</li> <li>• Work required to tie model in with multi-disciplinary teams and third sector roles</li> <li>• Acknowledged the need and benefits attached to increasing ‘youth voice’.</li> <li>• Engagement will conclude on 30<sup>th</sup> September 2019 and will be shared with Elected Members in November 2019</li> </ul>	



Focus on: Locality Updates		
8.	<b>Update from LPF Leads</b>	
8.1	<p><b>Arran</b></p> <p>Vicki Yuill provided an update on the Arran Locality Planning Forum. The first newly merged Locality Partnership and HSCP Locality Forum took place on Thursday 26<sup>th</sup> September 2019. Further conversations required regarding the possibility of hosting these meetings in the evening. Discussion with all partners will take place to establish most effective time of day for attendees to attend.</p>	
8.2	<p>Vicki delivered an update on this meeting:</p> <ul style="list-style-type: none"> <li>• Dr Greg Hamil, GP, was in attendance to provide a progress report on the new Arran Integration Hub</li> <li>• Audrey Sutton attended to provide an update on the National Islands plan, followed by discussions re community engagement</li> <li>• NA Joint Cabinet are visiting Arran High School on 7<sup>th</sup> November 2019, where engagement with young people will be factored in</li> <li>• New community representative application has been received and approved by attendees</li> <li>• Future chit-chat sessions have been scheduled to take place on Arran. These sessions will focus on: <ul style="list-style-type: none"> <li>- The Island priorities – whether there is need for change/consideration of new priorities</li> <li>- Raise awareness of working groups</li> <li>- Membership possibilities</li> </ul> </li> <li>• Suggested that partners engage in chit-chat sessions and where possible, extend invitation to patient and service user group to assist in facilitation</li> <li>• Discussions around youth participatory budget and social enterprise</li> </ul>	
8.3	<p>Following Dr Greg Hamil's input at the Arran LPF, Vicki suggested that both Greg and Ruth Betley, Island Services Manager, be invited to attend a future SPG meeting to discuss the new Arran Hub. The Initial Agreement is currently going through all appropriate governance routes, which includes approval from SPG members. Scott Bryan to extend an invitation to Greg and Ruth to attend a future meeting.</p>	S Bryan
8.4	<p><b>Garnock Valley</b></p> <p>Janet McKay was unable to attend the meeting, therefore no detailed update available. In Janet's absence, Michelle reported that the next Garnock Valley LPF is scheduled for Wednesday 9<sup>th</sup> October 2019. This meeting will focus on MDT approval, locality priorities, future engagement event and review of membership. Update required at next meeting.</p>	J McKay
8.5	<p><b>Kilwinning</b></p> <p>Sam Falconer was unable to attend the meeting, therefore no detailed update available. Update required at next meeting.</p>	S Falconer
8.6	<p><b>Irvine</b></p> <p>No replacement for Barbara Conner as Irvine Locality Chair has yet been identified. Further update pending.</p>	Chair
8.7	<p>Norma Bell provided a brief update on current work ongoing in Irvine. A Mental Health Engagement event has been organised for Thursday 10<sup>th</sup> October 2019 within The Portal Leisure Centre, Irvine. Several stalls will be hosted to highlight the role of the Irvine LPF, look at current priorities and possible future suggestions. This event will be supported by Community Link Workers and Theresa Potter, Engagement Officer.</p>	





8.8	<b><u>North Coast</u></b> Louise McDaid provided an update on the North Coast Locality Planning Forum. A Mental Health sub-group has been established with support from Corrie Shephard, Joanna Muir, Louise Riddex and Theresa Potter. A Youth Participatory Budget application has been submitted to issue a leaflet/card to all secondary pupils and possibly P6/7 pupils. Louise is hopeful funding will be received and encouraged SPG members to support this.	
8.9	Louise advised she is attending a Mental Health engagement event tonight (02 Oct 2019) where she will be meeting with 20 Mental Health ambassadors (pupils from Largs Academy), 111 parent/carers and 14 local organisations. A presentation will be delivered on the North Coast locality priorities.	
8.10	On the 10 <sup>th</sup> October (World Mental Health day) the forum is organising to work with 25 mental health ambassadors to co-design/co-produce the Mental Health leaflet (mentioned above 8.8)	
8.11	Louise praised the Kilwinning Model and is keen to see it adapted appropriately for implementation in the North Coast.	
8.12	<b><u>Three Towns</u></b> Andrew Keir provided an update on the Three Towns Locality. Andrew summarised that visits have taken place with Auchenhavie Academy and the parent council. Discussions included financial inclusion and cost of the school day, alongside mental health and relationships with social media. Feedback received has been extremely positive. Similar visits are in the process of being arranged with St Matthews Academy and Ardrossan Academy. Following visits to all Secondary Schools, information will be collated and shared within the Community with productive ideas going forward.	
8.13	Andrew acknowledged the ongoing absence of a GP representative within Three Towns Forum. Michelle Sutherland highlighted the challenges around the Three Towns area and the instabilities around larger practices. Michelle to discuss this with Dr Paul Kerr. Noted that within SPG Terms of Reference, possibility of Practice Manager etc attending if unable to secure GP attendance. Further update required.	M Sutherland
9.	<b><u>AOCB</u></b>	
9.1	<b><u>Future Agenda Items</u></b> Any agenda items to be forwarded to Scott Bryan or Louise Harvie for inclusion within future agenda.  Suggested items received to date: <ul style="list-style-type: none"> <li>• Input from Gamblers Anonymous</li> <li>• Update on What Matters to You (2019)</li> <li>• New Strategic Plan Development – 2020/2021</li> <li>• Arran Integration Hub</li> </ul>	R Betley/ G Hamil
9.2	There was no other business to be discussed, therefore the meeting was closed.	
10.	<b><u>Next Meeting</u></b>	
10.1	The next meeting will take place on Wednesday 13 <sup>th</sup> November at 10.00am to 12.00pm within Andy Murray Room, Greenwood Conference Centre, Dreghorn, Irvine.	