

## Midlothian Strategic Planning Group

Wednesday 19 January 2022 via MS Teams

### MINUTES

**Chair:** Carolyn Hirst (NHSL)

**Vice Chair:**

**Minutes taken by:** Lisa Cooke

#### In attendance

Grace Cowan (HSCP)	Head of Primary Care & Older People's Services	Nick Clater (HSCP)	Head of Adult & Social Care
Fiona Stratton (HSCP)	Chief Nurse	Mairi Simpson (HSCP)	Integration Manager
Roxanne King (HSCP)	Executive Business Manager	Hannah Cairns (HSCP)	Chief AHP
Elouise Johnstone (HSCP)	Programme Manager: Performance	Wanda Fairgrieve (NHSL)	Partnership Rep, Unison
Shelagh Swithenbank (HSCP)	Planning Officer: Carers	Jacqueline Kirkland (HSCP)	Public Health Practitioner
Jordan Miller (HSCP)	Partnership Rep, Unison	Karen Darroch (HSCP)	Service Manager Mental Health and Substance Use
David King (NHS)	Chief Finance Officer	Jim Sherval (NHS)	Public Health Practitioner
Carly McLean (HSCP)	Social Worker	Matthew Curl (NHS)	Digital Program Lead
Rebecca Miller (NHS)	Strategic Programme Manager	Laura Hill (Vocal)	Carers Rep (proxy)
Clare Dorrell (MDC)	OT, Physical Disability & Long Term Conditions	Seb Fisher (Vocal)	Carers Rep (proxy)
Lois Marshall (HSCP)	Project Team Manager Neurological Conditions	Amanda Fox (HSCP)	Programme Manager

#### Apologies

Morag Barrow (HSCP)	Chief Officer	James Hill (MDC)	Partnership Rep, Unison
Marlene Gill	Community / Service User Rep	Kirsty McLeod (HSCP)	Team Leader, Justice
Joan Tranent (MDC)	Chief Social Worker	Stuart Grant (HSCP)	Community Service Manager
Lesley Kelly, (MVACVS)	Interim Third Sector Rep	Debbie Crerar (HSCP)	Clinical Lead Physio
Chris King (HSCP)	Assistant Management Accountant	Melissa Goodbourn	Service Manager Older People
Debbie Marklow	Clinical Vaccination Manager	Laurie Eyles (NHS)	Dietetic Service Lead

			<b>ACTION</b>
<b>1</b>	<b>Welcome and Introductions</b>	<p>Carolyn Hirst welcomed all to meeting and introducing new members Hannah Cairns (Chief AHP), Amanda Fox (Strategic Programme Manager) , Elouise Johnstone (Performance Manger), Jacqueline Kirkland (Public Health Practitioner), Clare Dorrell (Community OT), Seb Fischer (VOCAL)</p> <p>CH also noted that this would be MS last meeting due to securing a new post with NHS Lothian Public Health. CH thanked MS for the hard work and dedication MS has given to the group and wished MS success for the future</p>	
<b>2</b>	<b>Minutes of Last Meeting</b>	Minutes of meeting on 17 November were then approved as accurate	
<b>3</b>	<b>Action Log</b>	The action log was updated and shared with the group with all actions complete	
<b>4</b>	<b>Reports on progress</b>	<p><b>(i) Strategic Plan Update</b></p> <p>LM circulated a paper in advance of the meeting, alongside the latest draft of the Strategic Plan. This provide an update on the development of the new Strategic Plan 2022-25 and the accompanying consultation. The SPG was asked to provide comment on the plans and to promote the consultation.</p> <p>LM agreed to circulate information on consultation to all SPG members</p> <p>There was a discussion around prioritisation of different areas of the plan. SPG members were invited to attend a workshop to discuss this on 4<sup>th</sup> Feb.</p> <p>All to consider plan and feedback comments to LM</p>	<p><b>LM</b></p> <p><b>ALL</b></p> <p><b>ALL</b></p>
<b>5.</b>	<b>Developments for discussion</b>	<p><b>(1) Unpaid Carers Update</b></p> <p>SS circulated a paper along with the new Carer Strategy 21-25 in advance of the meeting and provided a brief update on this.</p> <p>SF from Vocal shared a presentation on the Carer Survey 2021 with the group. The full survey is available at:  <a href="https://www.vocal.org.uk/wp-content/uploads/2021/11/Midlothian-Report-2021.pdf">https://www.vocal.org.uk/wp-content/uploads/2021/11/Midlothian-Report-2021.pdf</a></p>	

		<p>All to consider and feedback any comments on survey and presentations to SF and LH.</p> <p>CH highlighted need for carers with lived experience on the IJB board and asked group to consider this.</p> <p><b>(ii) Lothian Strategic Development Framework</b></p> <p>RM circulated a paper in advance of the meeting to provide an update on the development of the LSDF and to seek support from the SPG for the report to be shared and recommended to the IJB for approval.</p> <p>All to consider report and feedback comments to RM</p> <p>The group agreed to approve the LSDF report to go to IJB.</p>	<p><b>ALL</b></p> <p><b>ALL</b></p> <p><b>ALL</b></p>
7.	<b>Report Schedule 2021</b>	<p>Meeting dates for 2022 have been agreed with next date 16 March.</p> <p>All to ensure dates are in calendar and feedback to LC or LM if no invite has been received</p>	<b>All</b>
8.	<b>AOCB</b>	None	
9.	<b>Future Meetings</b>	<p><b>All future meetings below are via MS Teams</b></p> <p>Wed 16 March 14:00 to 16:00pm</p> <p>Wed 25 May 14:00 to 16:00pm</p> <p>Wed 03 August 14:00 to 16:00pm</p> <p>Wed 14 September 14:00 to 16:00pm</p> <p>Wed 23 November 14:00 to 16:00pm</p>	