

## Midlothian Strategic Planning Group

Wednesday 16 March 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	Fiona Stratton (HSCP)	Chief Nurse
Gill Main (HSCP)	Integration Manager	Roxanne King (HSCP)	Executive Business Manager
Hannah Cairns (HSCP)	Chief AHP	Wanda Fairgrieve (NHSL)	Partnership Rep, Unison
Elouise Johnstone (HSCP)	Programme Manager: Performance	Lois Marshall (HSCP)	Project Team Manager Neurological Conditions
Sid Sonkar (HSCP)	Operational Business Manager	Karen Darroch (HSCP)	Service Manager Mental Health and Substance Use
Gillian Chapman	Planning Officer (Extra Housing)	David King (NHS)	Chief Finance Officer (Left early)
Rebecca Hilton(NHS)	Public Health Practitioner	Debbie Crerar	Clinical Lead Physio
Gillian McCusker	Senior Manager Housing & Wellbeing	Simon Bain	Manager Housing Services

#### **Apologies**

Morag Barrow (HSCP)	Chief Officer	James Hill (MDC)	Partnership Rep, Unison
Nick Clater	Head of Adult & Social Care	Laurie Eyles	Dietetic Service Lead
Laura Hills	Carers Rep (Proxy)	Marlene Gill	Community/Service User Rep
Debbie Marklow	Clinical Vaccination Manager	Rebecca Miller	Strategic Programme Manager
Joan Tranent	Chief Social Worker	Karen Henderson	Head of Dietetics
Chris King	Finance	Lesley Kelly	Interim Third Sector Rep
Shelagh Swithenbank	Planning Officer: Carers	Carly McLean (HSCP)	Social Worker
Jim Sherval (NHS)	Public Health Practitioner	Jordan Miller	Lead Partnership Representative
Matthew Curl	Digital Programme lead		

			<b>ACTION</b>
<b>1</b>	<b>Welcome and Introductions</b>	Carolyn Hirst welcomed all to meeting and introducing new members Gill Main (Integration Manager), Sid Sonkar (Operational Business Manager) and Gillian McCusker (Senior Manager Housing & Wellbeing to the group)	
<b>2</b>	<b>Minutes of Last Meeting</b>	Minutes of meeting on 19 January 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>Soap Box</b>	There was no expression of interest for the opportunity to discuss ongoing work issues and updates from any member for this meeting. Members were encouraged to contact GM or CH if they wanted to put items on the Agenda for future meetings and it was agreed that GM and CH may approach around three members in relation to this for each meeting.	
<b>5.</b>	<b>Items for Discussion &amp; Agreement</b>	<p><b>I. Consultation Report &amp; Strategic Plan 2022-25</b></p> <p>LM circulated a paper in advance of the meeting, alongside the updated Strategic Plan and the Consultation Report. This provides an update on the development of the new Strategic Plan 2022-25 and accompanying consultation.</p> <p>There was a discussion around the Consultation Report and Strategic Plan 2022-25 with the group happy to endorse this report with the prospect of small amendments and Advocacy being added into the plan. It was agreed this would be useful to consider for future.</p> <p>LM noted the public consultation finished on Monday 14 March with over 180 responses received however only 82 were completed fully leaving comments, the feedback from this has been shared with all planning leads and senior management</p> <p>The group wanted to acknowledge the hard work involved in producing the report and plan and thanked LM and CS.</p> <p>The SPG approved the Consultation Report and approved the updated draft of the Strategic Plan in principle. The SPG also agreed to recommend both documents to the IJB who would be considering them at their meeting on 17 March 2022.</p> <p><b>II. Directions 2022-23</b></p> <p>LM circulated a paper in advance of the meeting. The purpose of this paper was to set out the proposed Directions to be issued</p>	

		<p>by the Midlothian IJB to Midlothian Council and NHS Lothian for 2022-23. The Directions are aligned to the new Strategic Plan 2022-25. The SPG was requested to review and provide comment on the content and format of the Directions proposed and to recommend the Directions to the IJB for formal adoption.</p> <p>It was agreed the Midlothian IJB Directions 2022-23 was a document that was useful with a good flow, consistency and easy to understand.</p> <p>The Directions were agreed and endorsed by SPG with the acknowledgement that there would be small amendments before the MIJB met to consider them initially on 14<sup>th</sup> April 2022.</p> <p><b>III. Quality Planning &amp; Performance including the spotlight Programme</b></p> <p>GM circulated a paper in advance of the meeting. The purpose of the paper was to note the areas approved by MIJB on 10 February 2022 to participate in the Spotlight Programme, note that on 02 March 2022 SMT approved a proposal to monitor and evaluate Spotlight Programme via existing governance and reporting routes, but to seek approval to review the structure and reporting of the Integrated Planning Groups via Planning and Transformation to the SPG. The SPG was asked to review and agree to the proposed actions in this report.</p> <p><b>GM to identify who needs to be involved in Planning Restructure and Review</b></p> <p><b>GM to provide update at SPG meeting in May</b></p> <p>GM shared a draft of visualisation of current performance and planning.</p> <p><b>All to consider or recommend who would be involved in the Planning Restructure and Review and feedback to GM and LC by 05 April</b></p> <p>The proposal to review the structure and governance of the Integrated Planning Groups was agreed and endorsed by SPG. It was anticipated that progress and recommendations would be brought back to this group in May for discussion and review.</p> <p><b>IV. Health, Housing &amp; Social Care Strategic Planning Group</b></p> <p>CD &amp; GC circulated a paper in advance of the meeting. The purpose of the paper was for SPG to consider the 3 options</p>	<p></p> <p><b>GM</b></p> <p><b>GM</b></p> <p><b>All</b></p>
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		<p>presented in the accompanying paper and decide whether a Health, Housing &amp; Social Care Strategic Planning Group should be piloted.</p> <p>This proposal was received positively and there was a discussion around the favoured Option 1, creating an overarching Health and Social Care Partnership Planning Group. However, the group were mindful of the review agreed in the previous Agenda item and it was agreed that GC would work with GM on this prior any proposal relating to a Health, Housing &amp; Social Care Strategic Planning Group be approved. This would be brought back to SPG - possibly to the May meeting.</p>	
	<b>Action</b>	<b>GM and GC to discuss</b>	<b>GM GC</b>
<b>6.</b>	<b>Items for Information</b>	<p><b>I. Health, Social Care and Sport Committee Inquiry into Health Inequalities</b></p> <p>In the absence of JS, GM provided the group with an update on the Scottish Parliament Health, Social Care and Sport Committee inquiry into health inequalities in Scotland. RH joined the meeting for this item and provided additional detail. The HSCS Committee is undertaking a consultation on the digital platform, Citizen Space, which is due to close on 31 March and would like to hear stakeholder's views. Members of the group expressed an interest in contributing to a submission to the Committee from the Midlothian HSCP.</p>	
	<b>Action</b>	<b>Draft Health, Social Care and Sport Committee Inquiry into Health Inequalities to be circulated to the group for feedback to JS and RH by 24 March</b>	<b>All</b>
<b>7.</b>	<b>AOCB</b>	None	
<b>8.</b>	<b>Future Meetings</b>	<p><b>All future meetings below are via MS Teams</b></p> <p>Wed 25 May 14:00 to 16:00pm  Wed 03 August 14:00 to 16:00pm  Wed 14 September 14:00 to 16:00pm  Wed 23 November 14:00 to 16:00pm</p>	