



Working together to make a real difference

Title of meeting: Strategic Planning Group (SPG)		Date: 09.03.23
		Time: 15:00-17:00
		Location: Microsoft Teams
Chair:	Rachael King (RK)	
Action Log Recorder:	Debbie Hallworth (DH)	
Member	Attended	Apologies / No Apologies (NA)
Janice Annal (JA)	✓	
Lynda Bradford (LBr)	✓	
Morven Brooks (MB)		NA
Stephen Brown (SB)	✓	
Louise Byrne (LBy)		✓
Graeme Clark (GC)		NA
Kirsty Cole (KC)		NA
Callan Curtis (CC)		NA
Susan Dutton (SD)	✓	
Maureen Firth (MF)	✓	
Andrew Fuller (AF)		NA
Morven Gemmill (MG)	✓	
Jacqui Hirst (JH)	✓	
Jim Love (JLo)	✓	
Wendy Lycett (WL)		✓
Jim Lyon (JLy)		✓
Michelle Mackie (MM)		✓
Ryan McLaughlin (RM)		NA
Danny Oliver (DO)	✓	
Scott Robertson (SR)		✓
Valerie Stonehouse (VS)		NA
Maureen Swannie (MS)	✓	



Working together to make a real difference

Frances Troup (FT)		✓
Louise Wilson (LW)		✓
Jay Wragg (JW)		✓
Diane Young (DY)		✓
In attendance/By invitation		
David Hall, Police Scotland (DHall)	✓	
Shaun Hourston-Wells, Project Manager (SHW)	✓	

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
1.	Welcome & Apologies	Apologies noted as above.		
2.	Minutes of the meeting – 02.02.23	<p>Outstanding actions – GIRFE (Getting It Right for Everyone) Project:</p> <p>Members approved the minutes as a true and accurate record.</p> <p>Addendum: email received during the meeting noting an amendment to the minutes - should include MG as part of the GIRFE team.</p>	<p>Share outline of project when mural board complete.</p> <p>Share feedback on work being undertaken in Durham when complete.</p> <p>Update minutes.</p>	<p>M Gemmill</p> <p>S Brown</p> <p>D Hallworth</p>
3.	Strategic Plan Action Plan	It was advised that the Strategic Plan Action Plan was approved at the Integration Joint Board last year and that the document presented today was the latest iteration, which they thought would be helpful to bring for		



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
		<p>wider discussion.</p> <p>The document was introduced although it was noted that members may not have had chance to thoroughly review it as yet. The Action Plan seeks to provide details of how we intend to deliver the partnership's six strategic priorities over the next three years. It was noted the preference would be to have three or four delivery actions for each priority. The plan before us is huge and it would make sense to have succinct measures and actions to deliver the best benefit to our communities.</p> <p>It was asked what we are seeking to do today, what approach should we take to move into groups to identify priorities, perhaps have face-to-face sessions. The floor was opened to the group for comment.</p> <p>JLo advised he was most interested in the priority 'Supporting Unpaid Carers'. He noted that the Carers' Strategy was an excellent document but felt it was not happening as consistently as he would have hoped. He asked to what extent unpaid carers are involved in the initial assessment for a vulnerable person's needs. The need to have a consistent person who sits in each group to capture the common issues that emerge was noted, with a preference for an identified facilitator for each group.</p> <p>It was noted what they were aspiring to do was very laudable and that subjective measurements would be better, with a smaller set of aims.</p>		



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
		<p>MG advised that health practitioner teams were arranging a strategic planning day in April and noted that MS' assistance with the sessions would be welcome. She agreed that some of the outcomes need to be more specific, not more outcomes but more measures.</p> <p><i>(Maureen Firth joined the meeting).</i></p> <p>Clear guidance would be needed when splitting into groups for measurable outcomes, not just about input. A note of caution was raised that the more measures we have, means additional work for someone to collate and provide that information. The strategic plan is not about an individual service but what we can do together additionally. It should have a broad overarching aim.</p> <p>It was asked how this fits with the clinical strategy and advised that data is already being collated around Early Intervention and Prevention and suggested that could be used to prevent duplication. In order to maximise what we already use it was suggested having a couple of quick group sessions to bring back to SPG, a bit of fore-runner work. It was agreed that would be helpful.</p> <p>It was suggested having a simple high-level balance score card that sets out the outcomes required, then using the existing data in order to monitor performance. Rather than creating a whole industry, the key starting point should be around what has already been produced. There would be merit in bringing people together, whether on Teams or face-to-face, and then widening out SPG for those sessions. Perhaps</p>	<p>Assist MG with strategic planning day.</p>	<p>M Swannie</p>



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
		<p>facilitators for each group with people moving within those groups. It was suggested this should be outwith the normal SPG cycle, with input from SPG around the strategic priorities.</p> <p>An emerging sense of direction from the discussions today was noted and another part that cross cuts is workforce and the drive for community led support, supporting unpaid carers, mental health, and where this taps into the workforce. A bit of innovation would be required in changing models of care and the challenges we face around funding. The challenges around workforce was a consideration in almost every conversation and the SPG was assured that a lot of work has taken place around this.</p> <p>In relation to the priority of Early Intervention and Prevention, it was asked where the current criteria fits with that and how much flexibility we have to be radical. SB noted there is clear aspiration locally to look at this and that he has been attempting to link in with the work being undertaken in Durham.</p> <p>The SPG was advised of a national group looking at eligibility criteria, with a research proposal being taken to Scottish Government to secure funding with the GIRFE pathfinder. They have been asked to keep us updated and provide minutes from the meetings.</p> <p>In summary there was general consensus to progress as smaller breakout groups with clear measurables.</p>	<p>Create breakout groups to review Strategic Plan Action Plan priorities.</p>	<p>M Swannie</p>



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
4.	Carers' Conference	<p>SHW was invited to inform the SPG of a Carers' Conference taking place on the 18 May at The Pickaquoy Centre.</p> <p>SHW is chair of the Carers' Strategy Group and a new strategy is due this year, which they want the carers to produce. In 2019 colleagues supporting people with dementia were looking to write a dementia strategy. They held a conference at The Pickaquoy Centre with the goal of getting input from dementia patients and carers. It was immensely successful in terms of raising awareness. It was therefore decided to have a Carers' Conference. A proposal was submitted and they received authority to proceed. The main event will be in the cinema with supporting rooms throughout the Centre and facilitated discussions around input for the strategy itself. Crossroads Care Orkney are also involved in arranging the conference and ideally they would like unpaid carers to attend. The event is also to raise awareness of carers and there will be publicity via The Orcadian, Radio Orkney and social media. SPG will receive formal invites via Eventbrite.</p> <p>In response to a question as to whether virtual access will be arranged for carers who cannot attend, SHW advised he was working with IT (Information Technology) at Orkney Islands Council on a solution for delivering virtual participation and also with Peter Diamond for sorting virtual access for young carers.</p> <p>RK offered the contact details of the care representative on COSLA's Health and Social Care Board in order to demonstrate support for</p>	<p>Provide SHW with contact details of care rep.</p>	<p>R King</p>



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
		<p>unpaid carers on the isles. SHW advised whilst already having a lot of speakers, he would welcome the contact details.</p> <p>It was noted that this was a really good piece of work as we can easily presume we know everything until we find ourselves in the position of a carer. DO asked whether it was possible to extend invitations to other trade union representatives for input. SHW advised they were not restricting invites and was happy for DO to invite them.</p> <p>It was asked how do we encourage people to self-identify as carers. Also, as the pensionable age increases there will be people working longer and trying to care for people. Some form of quality kitemark for businesses was suggested, to say they are a caring support employer and perhaps a competition for a kitemark design.</p> <p>SHW was asked to keep the SPG updated.</p>	<p>Extend invite to trade union reps when received.</p>	<p>D Oliver</p>
<p>5.</p>	<p>AOCB</p>	<p>SPG was advised that this section on the agenda was a space for people to raise emerging issues as well as regular sessions on strategic priorities.</p> <p>MS advised that she has been part of a national group looking at strategic planning guidance and as part of that work she has been asked by Michael Ross, Integration Governance and Evidence at The Scottish Government, to link in with the SPG. She would be interested in his findings on how other SPGs work across the country. RK welcomed that opportunity and it was agreed that MS would invite him</p>	<p>Invite Michael Ross to next SPG meeting and set the agenda.</p>	<p>M Swannie</p>



Working together to make a real difference

	Agenda Item:	Issues Raised:	Action Agreed:	By Whom and When
		to the next meeting and set the agenda.		
6.	Date of next meeting	20.04.23, 11:00-13:00		