



P & K HSCP Strategic Planning Group Minute

Minute of the above meeting held on **11 October 2022 at 1pm via Microsoft Teams**
(Recorded for minute purposes only)

Attendees:

Jacqui Pepper	Chief Office, P&K Health and Social Care Partnership (Chair)
Bernie Campbell	Carer Rep & IJB Rep
Bill Wood	Sense Scotland/Learning Disability Rep
Melvyn Gibson	Carers' Rep
Maureen Taggart	Alzheimer Scotland/Older People
Angie McManus	AHP Lead
Julie Hutton	Chief Executive of Independent Advocacy
Rhona Pollok	Team Leader - Policy & Commissioning
Moyra Gill	Team Leader - Learning & Development
Raymond Jamieson	Young Carers' Rep (PKAVS)
Sandra Auld	Service User Rep & IJB
Tia Dixon	Locality Manager
Ian McCartney	Volunteer
Angela Milne	Interim Locality Manager
Yvonne Henderson	(Minutes)

1. APOLOGIES AND ANNOUNCEMENTS

Apologies received from Amanda Taylor, Zoe Robertson, Danny Smith, Kenny Ogilvy, Ingrid Hainey, David Stokoe, Karyn Sharp, Christopher Lamont, Sandra Young, Christopher Jolly, Colin Paton, Jane Smith, Evelyn Devine, Elaine Ritchie, Alison Fairlie, Jillian Milne, Maureen Summers and Angie Ferguson

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 16 August 2022 were approved.

3. COMMUNITY ENGAGEMENT SELF ASSESSMENT (DOMAIN 2)

Jacqui Pepper reminded the meeting about the [Quality Framework for Community Engagement and Participation | HIS Engage](#)

which asks the HSCP to complete a self-evaluation in order to understand what good quality community engagement looks like and how well we are carrying out our community engagement functions. Jacqui then outlined the structure for the meeting

which would be discussion in 3 small groups of the questions contained in the community engagement self-assessment form. At the previous meeting in August, Domain 1 (Ongoing Engagement and Involvement of People) had been considered and at this meeting, Domain 2 (Involvement of People in Service planning, Strategy & Design) would be considered.

The SPG then divided into three breakout groups to discuss Domain 2 – (Involvement of People in Service planning, Strategy & Design) and gathered feedback, the outcome of which can be found in Appendix 1.

The STRATEGIC GROUP agreed to disseminate feedback gathered within the groups they represent and return prior to the next scheduled meeting, November 29th

4. REVIEW OF STRATEGIC COMMISSIONING PLAN (INITIAL DISCUSSION)

[Strategic-Commissioning-Plan-2020-25.pdf \(yourcommunitypk.org\)](#)

Jacqui Pepper shared a Power Point presentation (copy embedded at Appendix 2) outlining what the Strategic Commissioning Plan includes and what the requirements are for review. Jacqui highlighted that the current Strategic Commissioning Plan was developed during 2019 which was pre-pandemic, prior to the Feeley Review and before the announcement of proposals for a National Care Service. As the landscape has changed markedly since 2019 and so much of what is now being delivered by the HSCP has been heavily influenced by the pandemic there is a proposal to revise the Strategic Commissioning Plan. The Plan is required to be reviewed at least every 3 years and due to the points above it is felt that now is a good time to carry out a refresh.

The proposals are:

- Use the HSCP existing Annual Performance Report, strategic Delivery Plans and remobilisation plans to inform our performance to date, noting the impact of Covid 19 on all activity
- Use existing engagement work within localities to ensure any review of the Strategic Commissioning Plan is cognizant of the view of people of Perth & Kinross – thus avoiding consultation fatigue
- Update the SPG on all activity within the plan and subsequently commence a period of engagement targeting each of the plan's strategic objectives and associated action plans
- Produce a draft proposal for a refreshed Strategic Commissioning Plan in January 2023 and bring to SPG for approval and final sign off at the IJB

Discussion took place with the following points being raised:

- Broad agreement that the plan needs refreshed.
- There is a need to link with other PKC Plans that impact on Health & Social Care Services e.g., housing plans impact on affordable housing for staff as well as the availability of accessible and suitable housing for individuals as they become older or less able to live independently.
- There needs to be honesty & transparency about the projected costs and budget implications of future services and the budget needs to be aligned with the Strategic Plan.
- A requirement for honesty about 'unmet need' and ongoing budget restrictions.
- Clear workforce planning is required, and this should be included in the strategic Commissioning Plan, the challenges around recruitment, retention, learning and development and the impact and time this takes for services.
- Noting the need for valuing the workforce and realising the personal challenges and concerns many staff are facing. We need to think and act differently about recruitment and retention e.g., recent Living Well recruitment has been successful, highlighting the positives of working in social care.
- The need to include areas where there is pressure or defined need but no current resources, identify where investment is required and advocate for development.
- It was felt to be positive if the Strategic Commissioning Plan refresh allowed people to recognize themselves within it, does it all need to be a written document? Can it be more accessible?

The STRATEGIC PLANNING GROUP were in support of a refresh of the Strategic Commissioning Plan, with Jacqui Pepper noting that the timescale proposed was potentially quite tight and may have to be pushed back slightly.

5. ANY OTHER BUSINESS

None.

6. DATE AND TIME OF NEXT MEETING

The Chair confirmed the next meeting of the Strategic Planning Group would be held on Tuesday 29th November 2022 1pm to 4pm. It was proposed that this session be held jointly with the IJB to allow the self- evaluation to be finalised, and this would be an 'in person' meeting.