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Date: Tuesday 20th August 2024

Time: 10am -12:00 pm

Venue: Possilpoint Community Centre

**North West Locality Engagement Forum
Agenda**

Welcome and apologies		Chair
GC HSCP Day Care Consultation	Residential and Day Care Services for Older People tbc	
Nursing and Midwifery Strategy	Laura Moore, Chief Nurse, Inverclyde HSCP	
Comfort Break		
Communication and Engagement Plan (North West Locality Plan)		LEF members
North West Locality Database		LEF members
Action Plan		LEF members
Chair and member updates		LEF members
Closing remarks		Chair

Date and time of next meeting:
Tuesday 1st October between 10am -12pm
William Street Clinic,
120 - 130 William Street
Glasgow
G3 8UR

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North West Locality Engagement Forum (NW LEF)

**Minute of Meeting held on Tuesday 09 July 2024 at 10.00am
Netherton Community Centre**


Present:

Name	Designation
Anne Ainsworth	Head of Social Enterprise, Enable Glasgow
Colin Menabney	Chief Executive Officer, Enable Glasgow
Ellen Wright	Public Representative/Community Council Representative
Elspeth Kerr	Public Representative/Phoenix Centre
Gareth Greenaway	Planning Manager, North-West Locality
Gordon McInnes	Project Manager, Mental Health Network, Greater Glasgow & Clyde
Katrina Macfarlane (Minutes)	Community Engagement & Development Officer, North-West Locality
Lewis Gibson	Operational Manager, Enable Glasgow
Lillian Woolfries	Public Representative/Glasgow Disability Alliance Representative
Marie McGinn	North-West Carers Forum
Michael McNamara	Public Representative/Young Carers
Muriel Anderson	Public Representative/Partick Annexe Representative
Sadie Gordon	Public Representative/Good Morning Project Representative
Sean MacKay	Public Representative/Carer
Thomas McKinlay	Public Representative/Merchant City and Trongate Community Council Representative

Apologies:

Name:	Designation:
Ann Harvey	Community Engagement & Activities Co-Ordinator
Anne Kilgour	Public Representative
Cath McLeod	Carers Information Worker, Glasgow North-West Carers Team
David Campbell	Operational Manager, Enable Glasgow
Mark McBay	Public Representative/Changing Minds & Hoarders Group Representative
Nicky Neilston	Public Representative/Quality & Improvement Officer, Enable Scotland
Rebeka Rodrigo	Yoker Community Campus
Robert Smith (Chair)	Public Representative/Links Representative

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1.	Welcome (RS)
	The Vice Chair, Sadie Gordon welcomed everyone to the meeting. Apologies were given and recorded.
2.	Previous Meeting Notes and Matters Arising (RS)
	Previous minutes were approved.
3.	North-West Locality Plan
	<p>Gareth shared that the North-West Locality Plan is still a working document and hopefully it will be available for the next meeting.</p> <p>Linked to the pandemic there was a delay in producing the plan, and this prevented alignment and involvement with the strategic plan engagement processes.</p> <p>This new draft plan is focussing on the progress of the HSCP Strategic Plan and advising how people can access further information on topics or service strategies. However, Gareth stressed the document itself is secondary to the importance of further engagement that is proposed to better understand people's experiences and views of progress at a more operational/frontline level.</p>
4.	LEF "looking back to look forward"
	<p>The LEF has met on six occasions since they returned to face-to-face meetings in November 2023. Katrina felt it was important for LEF members to reflect on the current format, frequency and locations of the meetings and encouraged their input and involvement with the planning of future meetings.</p> <p>Members spoke of the format of previous meetings and requested more connection with the HSCP care groups. Katrina shared that the Older People Team wish to link directly with communities to find out What Matters to You. This was trialled in the Knightswood and Scotstoun area and we are keen to mirror this approach across the locality. Katrina has been linking with Sadie to plan a session within the Possilpark area.</p> <div style="text-align: center;"> OPT KC WMTY Infographic.pdf</div> <p>Katrina asked them to consider how the LEF should be connected/involved with care groups and either she or Gareth will link with the leads on their behalf. Gareth shared that the HSCP is due to re-establish the Learning Disability Care Group.</p> <p>All members indicated they are happy with the duration of the meetings and rotating them across the neighbourhoods. It was agreed that due to holidays there would be no future July meetings scheduled. All discussed alternative venues across the North-West.</p> <p>Members discussed a LEF Action Plan to focus the forum, this could include themed events such as linking young people and carers with the LEF.</p>

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5.	Promotional Material
	<p>Katrina shared that we had LEF members resigning in 2023 and others wished only to be honorary members. She continues to promote the LEF across the community and though they have successfully recruited members during 2023/2024 she recognises that for some people the format and timings of LEF Meetings are not liked or accessible.</p> <p>Across the locality there are several opportunities for the LEF to connect with individuals and community groups via events. Katrina is keen the LEF uses this opportunity to grow people's involvement with the HSCP.</p> <p>Katrina suggested introducing a North-West Locality Database to encourage local people to be more involved in the decision-making processes and inform key policies. Katrina stressed that the database would need to be representative of the North-West's diverse population and we would need all LEF members to seek people from a wide range of backgrounds. LEF members supported the database idea and Katrina agreed to produce a paper for the next meeting.</p> <p>Katrina circulated the A5 flier and trifold leaflet, whilst the majority agreed with the content some members felt that we limit the amount of text to make it more inclusive and accessible. She agreed to now share it with HSCP communication colleagues for their support in formatting and producing.</p> <p>Action –</p> <ul style="list-style-type: none">• Katrina to produce a paper for the next meeting on a North-West Locality Database.
6.	Chair and Members Updates
	<p>Fortune Works shared that they are supporting and hosting HSCP Staff with Learning Disability Health Checks. The checks will be rolled out to people on the North-West Disability Register and will include a physical health check-up of weight, heart rate, and blood pressure and generally support people to remain well. They also highlighted job opportunities and fundraising events for members to circulate and promote across their networks. Glasgow Mental Health Network highlighted the upcoming Public Mental Health Services Sessions. They invited members to get involved and encouraged involvement from their networks. Glasgow Disability Alliance is consulting with members on a range of issues including covid management and the economic situation.</p> <p>Marie McGinn shared that the numbers of people participating in the Carer's Survey which continues to rise, and they have decided to extend the closing date. She continues to promote it widely across Glasgow, and the updated version now makes access easier. She requested members also raise awareness of this survey.</p> <p>Action –</p> <ul style="list-style-type: none">• LEF Members to raise awareness of the Carer's Survey.
7.	AOCB
	<p>Katrina shared that two members have agreed to support Greater Glasgow and Clyde's Patient Experience and Public Involvement Team with Healthcare Improvement Scotland's scheduled and unscheduled hospital inspections.</p>

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8.	Date of Next Meeting
	Date of Next Meeting is Tuesday 20 August 2024 at 10.00am -12.00pm At Possilpoint Community Centre.