



JOURNEY GROUP

Notes from Meeting THREE: Thursday 27th September 2018 from 11.00am – 4.00pm
The Crags Centre, 10 Bowmont Place, Edinburgh EH8 9RY

Attendees:

Fiona Duncan	Chair: Independent Care Review
Alan Baird	Co-chair: Stop; Go; Test Pilot; Rocket Fuel Work Group
Alastair Redpath	Co-chair: Stigma Work Group
Ashley Cameron	Co-chair: Justice and Care Work Group
Beth Anne Logan	Co-chair: Best place in the World Co-chair Work Group
Ewan Aitken	Co-chair: Edges of Care Work Group
Gerry McLaughlin	Co-chair: Health & Wellbeing Work Group
James Docherty	Co-chair: Components Work Group
John Carnochan	Co-chair: Best place in the World Co-chair Work Group
Laura Beveridge	Co-chair: Stop; Go; Test Pilot; Rocket Fuel Work Group
Lisa Muirhead	Co-chair: Components Work Group
Nancy Loucks	Co-chair: Justice and Care Work Group
Rosie Moore	Co-chair: Love Work Group
Stuart Lindsay	Co-chair: Rights Work Group
Sylvia Douglas	Co-chair: Edges of Care Work Group

Apologies:

Adam Bennett	Co-chair: Health & Wellbeing Work Group
Bruce Adamson	Co-chair: Rights Work Group
Denisha Killoh	Co-chair: Stigma Work Group
Jimmy Paul	Co-chair: Workforce Work Group
Sue Brookes	Co-chair: Workforce Work Group
Carly Edgar	Who Cares? Scotland 1000 Voices

In attendance:

Callum Holt	Who Cares? Scotland 1000 Voices
Heather Donaldson	Who Cares? Scotland 1000 Voices
Janelle MacMillan	Secretariat: Project Coordinator
June MacLeod	Secretariat: Communications
Kari-Ann Johnston	Who Cares? Scotland 1000 Voices
Kieran Platts	Who Cares? Scotland 1000 Voices
Liz Brabender	Secretariat: Secretariat Lead
Louisa Brown	Scottish Government sponsor team
Pat McVey	Secretariat: Contracts and Commissioning Manager
Prajapa Seneviratne	Who Cares? Scotland 1000 Voices
Rose McDonald	Secretariat: Administrator
Stephen Carroll	Secretariat: Communications
Susan Reid	Secretariat: Project Coordinator
Thomas Timlin	Secretariat: Practice Manager



Notes of meeting:

11:00-11:30am	1. Tea, coffee and an opportunity to review papers
11:30-11:40am	<p>2. Welcome, introductions and apologies</p> <ul style="list-style-type: none"> 👤 Fiona warmly welcomed everyone to meeting THREE of the Journey group and recorded apologies. 👤 Fiona noted this meeting marks the start of delivery of the Journey plan, this group will travel together, work closely on respective briefs, and collectively lead the Care Review through this important stage. As with the Discovery stage, the Journey stage will be driven by the voice of lived experience – reflect on what has been heard, and what will be heard – and that this understanding will be augmented by research (into what works / doesn't work) and mapping of the policy / legislative environment.
11.40-12.10pm	<p>3. Warming Up</p> <ul style="list-style-type: none"> 👤 Lynne facilitated a group exercise on the values of the Review and the Journey Group agreed to revisit these for the Journey stage.
12.10-12.35pm	<p>4. Minutes of the last meeting and matters arising</p> <ul style="list-style-type: none"> 👤 The minute of meeting TWO was approved and matters arising reviewed. 👤 Discussion around internal communications took place in recognition of the need for excellent communication between the ten Journey Work Groups, and respect for confidentiality. 👤 Fiona noted the responsibility that she personally takes for the Care Review, the co-chairs and members of their work groups, as well as every single person who is contributing. The Journey Group appreciate the need for everyone to be safe and respected (in line with the values of the Review) and noted the Secretariat team in supporting communications.
12.35-13.15pm	<p>5. Update since the last meeting</p> <ul style="list-style-type: none"> 👤 The <i>Chair's Report</i> was discussed with consensus that the format was appropriate and provided the correct level of detailed content. 👤 The Journey Group had a conversation about the risks to the Care Review and how these are being identified and mitigated against. Fiona noted that at the very outset a risk register was developed and is updated regularly. It was agreed that the risk register would come to the November Journey Group meeting for consideration. 👤 In recognition that the Care Review will be engaging in complex issues with a wide range of diverging opinions, not always supported by data / facts, it was proposed that the Journey Group gives consideration to how to appropriately surface and hold 'opposing views' and provide a safe space for respectful debate. This will be a regular agenda item. 👤 A 'highlight report' incorporating a summary of all the co-chair activity was circulated and was followed by a discussion about the Secretariat's role in supporting the production of this in advance with agreement about the optimum format and content that captures the work and the methods that will be adopted to ensure all Care Review activity is aligned.
break for lunch	
14.00-14.50pm	<p>6. Getting Ready for the Journey</p> <ul style="list-style-type: none"> 👤 The responses received to the requests for nominations and representatives to join the Journey Work Groups had been overwhelmingly positive with a clear consensus that people wanted to be part of the work of the Review. Currently the Secretariat team was carrying out the work required to get members signed up.



	<ul style="list-style-type: none"> 👤 A discussion took place around project management tools, resources and templates that would be used to ensure one single schedule of work, as opposed to ten mini silos / discrete inquiries. Fiona advised that each Work Group will have a mini Secretariat team to provide comprehensive support to deliver their programme of work. 👤 The group discussed the wellbeing of those involved and the support available via the Secretariat team to Health in Mind. There will be safeguarding sessions/training in place by Christmas to make sure everyone involved in the Care Review is equipped to deal with safeguarding situations. 👤 It was agreed that an 'induction day' for members of the Journey Work Groups would take place on 24th October to coincide with the next Journey Group and that there would also be a plan to share consistent information with people who were unable to attend.
14.50-15.30pm	<p>7. Guiding Lights</p> <ul style="list-style-type: none"> 👤 A copy of the Voices Report was provided to the co-chairs and the conversation explored how voice had, and will continue to, shape the work of the Review, and be complemented by research and policy work. Fiona explained how the voice evidence in Discovery had been considered alongside research and policy to inform the ten Work Group propositions and provide a starting point. The co-chairs were encouraged to, with their respective groups, challenge and refine the propositions. 👤 It was agreed that at the October Journey Group meeting, a detailed presentation on participation and engagement would be delivered by Paul and Carly covering methodology, targets etc.
15.30-15.45pm	<p>8. Keeping in touch</p> <ul style="list-style-type: none"> 👤 The Journey Group was given an update on communication activity including <ul style="list-style-type: none"> ○ the plans to update '<i>a journey – imagined with care</i>' publication ○ details of the dedicated web pages that will be created for each of the ten work groups with co-chairs having opportunity to inform the content ○ an outline of the cloud-based system that all co-chairs will get login details for to allow and manage access to information ○ business cards being circulated ○ the need for the Journey to have both reactive and proactive communications which, as will all of the review's work, will be anchored in voice
15.45-15.55pm	<p>9. Round the Corner</p> <ul style="list-style-type: none"> 👤 Fiona noted that there are a series of actions in plan, scheduled for the optimum time, including: <ul style="list-style-type: none"> ○ consistent and accurate gathering and use of data with proposals for a framework coming to a future Journey Group meeting ○ the creation of an economic and human cost model ○ exploration of a range of uses of technology ○ an enhanced understanding of the relationship between poverty and care All of these, like all other aspects of the review's work will be informed by voice.
15.50-16.00pm	<p>10. In conclusion</p> <ul style="list-style-type: none"> 👤 Fiona summarised the actions that had been agreed across the day and thanked everyone for a brilliant and productive meeting.