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Executive Meeting Minutes

June 23rd 2021

12.30pm – 1.30pm

Attendees:

Tanith Muller, Chair

Rona Johnson, Vice Chair

Morna Simpkins

Gill Dickson

Ewan Dale

Stephanie Fraser

Alison Love

Alice Struthers, NAoS Programme Co-ordinator

Apologies:

Leigh-Ann Little

Iain Morrison

Alistair Haw

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| 1 | Apologies | Apologies were made for Leigh-Ann, Iain Morrison and Alistair. |
| 2 | Minutes from May Meeting | The outstanding action from the March Minutes to write up the Resourcing paper hasn’t happened yet as we are still awaiting S10 approval. Resourcing will depend on the level of grant awarded to NAoS, unless we are able to apply for funds elsewhere.  Action: Tanith to follow up with SG re the S10 and draft the resourcing paper |
| 3 | Membership Offer/Fee structure (reciprocal membership etc) | Exec members reviewed the proposed fee bands and voted to put a change of bands to the AGM, however they need to agree what the new fee bands will be.  The exec also agreed to review reciprocal membership arrangements on an ad hoc basis rather than creating a policy about reciprocal membership.  It was agreed that the Scottish Tremor Society are to be full members of the NAoS.  Action: Alice to email STS with 2021/2022 membership fee. Alice to send Exec the proposed fee bands so a decision can be made. |
| 4 | Reporting on external meetings as NAoS reps | In order to keep on top of all the external meetings that NAoS reps attend, it was agreed that an external meeting form will be completed by the NAoS rep and shared with Alice who can then use these documents to compile and end of year report on our external actions and influence.  Stephanie Fraser also suggested that agendas for external meetings (where appropriate) are shared with NAoS members in advance, in order to garner members thoughts and to therefore enable NAoS reps to act as true representatives of the alliance and allow us to be more co-ordinated.  Actions: Everyone to download the External Event Template from the Events page of the NAoS website and complete the forms following external meetings. All NAoS reps to email external event agenda to members for comment (or to Alice to forward to members).  Whilst we know which NAoS Rep is on most groups, we don’t know who sits on each Cross Party Group.  Actions: Alice to ask all members to tell us which groups they are on and compile a spreadsheet recording groups which have a common interest with the NAoS.  Discussion of the initial work on virtual vs face to face appointments being done by the Project Redesign Group. This focusses on acute appointments only.  Actions: NAoS needs to agree a specific area where progress can be made and feed this back to SG. Potentially useful to look at AHP workforce. A separate action from the earlier Members’ Meeting is for a Workforce SIG to be established for this reason. Alice has put a tweet out about this and will follow up with all members by email. |
| 5 | Knowledge Sharing Events – new initiative – top 5 ideas from Exec! | Discussion about the interest in hosting a new series of knowledge sharing events, delivered by members for members.  Action: Alice to email all members to get ideas of themes people are interested in, and to match these up with members who have the knowledge and skill to present these. |
| 6 | NA UK-wide survey – Promotion promotion promotion | Alice ran through the timeline for the UK-wide patient neurological survey which is going to fieldwork on 1st Sept – 31 October. This will be the first time that Scotland will be part of this survey. The survey is organised by the English Neurological Alliance and runs every two years. In 2019 they achieved over 10,000 respondents. This year we are hoping to get between 700-1000 Scottish respondents with help from our members. The 4 neuroscience centres in Scotland (Dundee, Aberdeen, Glasgow and Edinburgh) will be sent paper copies of the survey, there will be ballot boxes set up at the centres which can be used by those waiting for appointments. There will also be an online link. Keen to get more diversity of responses this time from BAME people as well as LGBTQI. There will also be a bespoke children’s survey available for the first time. The final UK Report should be available in December and we then have to use the data to draft a Scotland report which will be completed by March 2022.  No actions currently |
| 7 | AGM – need ideas and to form a planning group | Tanith has got informal approval from the Ministerial team that the Minister for Public Health, Maree Todd MSP will attend our AGM in September. As soon as we have official notice we can inform members and ask them to think about the sorts of questions they would like to raise with her.  Some discussion whether to include long covid (LCV) or the rehab framework in the agenda.  Action: Alice to get a small working group together of Exec members to plan and organise the AGM. |
| 8 | AORB | Some criticism of the lack of feedback from the SG over rejected bids for the Neuro Funding Framework. Epilepsy Scotland reported a cut and paste response to their application and when pressed for bespoke feedback, the SG replied that it couldn’t manage this. This is unhelpful to all those in the same position particularly if there is round 3 funding available.  PSP Association agreed that the round two process was disappointing. A lot of effort had gone into the bids and one particular issue was the impact a rejection without feedback as on relationships between the proposed collaborators.  MS Society were pleased to receive funding but disappointed that it was at a reduced level which would have an impact on delivery.  Stephanie Fraser (Chair of the NACNC) said that the round 2 bids were more challenging to review than round 1. The SG will be undertaking a review of the round 2 bid process as they are aware that it was unsatisfactory for many people. It is unlikely that round 3 will follow the same process.  Actions: The Exec agreed to raise this discontent with the SG informally. |
| 9 | Next meeting date is currently 29 Sept post AGM |  |