

CAITHNESS DISTRICT PARTNERSHIP

ACTION NOTE FROM MEETING OF: 01 November 2013 held in Caithness General Hospital, Wick

PRESENT: Cllr Bill Fernie (BF) acting chair, Angela Echavarren (AE) HC, Bobby Echavarren (BE) NESH, CLLR Willie Mackay (WM), Pauline Crow (PC) NESH, Alex Macmanus (AMac) HC, Niall Smith (NS) CVG, Tom McIntyre (TM) HC, Lesley Martin (LM) NESH, Pat Bowers (PB) HC, Shirley Park (SP) HC, Bob Silverwood (BS) NESH

APOLOGIES: Steven Gorman (SG) SAS, Mike Flavell (MF) NESH, Wendy McGowan, Dawn Grant, Cllr Linda Munro, Theresa Mackenzie

IN ATTENDANCE: Gordon Calder NOS Newspapers, Linda Davies SHC and one member of the public

ITEM	SUBJECT	ACTION AGREED	LEAD	NAMED OFFICER	TIMESCALE
	Previous Action Note	Item 10 BS advised he should soon be in a position to announce new chair from NHS	NHS	BS	29/11/13
1	Adult Services – Care Homes Update	BS provided an update on the current situation including delayed discharge from hospital. The recent loss of care home capacity due to an embargo on admissions has been manageable. ACTION: Copy of paper presented to be forwarded to AMac for circulation along with the action note of the meeting.	NHS	BS	06/11/13
2	Adult Services – Care@ Home The community delivered care service	LM gave an overview of current service provided. They have 258 service users with 76 staff members who provide 1495 hours of care per week to customers in their own home. The service can include personal care, frozen meal service delivered to home and a Telecare service. This provides people with more choice with each client having a care plan, risk assessment and medication policy. Whole process based on assessment and continued monitoring with visits adjusted accordingly. Referral Process – can come from any lead professional including GPs, nurses, hospitals. Care @Home has no target times but try to respond as soon as possible. Enablement Service – Short burst 6 week service where package is tailored to help people meet /achieve their goals.	HNS		

		<p>CM2000 – tag in/tag out system – ensures carers are with clients for allocated time. Also highlights where carer doesn't turn up which helps with monitoring lone working and night time working.</p> <p>There is an increased demand for Care@Home but no one is on the unmet list. The increase in workload is being met from within current staffing levels.</p> <p>Currently have two staff vacancies which are to be advertised. Do have some recruitment problems in North Sutherland and in rural areas.</p> <p>Care@Home now offers potential career progression and good job prospects. Hope that this can be filtered down to young people, maybe through schools.</p> <p>ACTION: Copy of paper presented to be forwarded to AMac for circulation along with the action note of the meeting</p>		LM	29/11/13
3	Adult Services – Town & County Hospital	<p>BS provided overview. The Harmsworth and Newton wings in Town & County Hospital opened in 1995. Due to problems with recruitment of specialist staff and sickness levels, the Harmsworth Ward which had 8 beds for older people with mental frailty, closed in August 2012 and has not reopened.</p> <p>The NHS Highland review of how it provides this care pan Highland is currently on going and could take another 12 to 18 months before a decision is reached. Meantime patients who would previously have been admitted to the Harmsworth Wing are now being assessed in Newcraigs, Inverness with some then being looked after in the community by staff who were previously based in the Harmsworth.</p> <p>NHS Highland is considering opening the Harmsworth on a short term basis to help cope with winter pressures.</p>	NHS		
4	Update on Early Years Collaborative Groups	<p>AE provided an update. The aim is to make Scotland the best place for children to grow up. All areas of Scotland will share good practice to achieve improvements, focusing on physical, mental and emotional development, reducing inequalities and the achievement of development milestones. More engagement with families and earlier identification of problems are also a priority. Recently agreed to scope a new Workstream for ages 5-8. PB wasn't aware of this and as a primary school head teacher would like to be involved.</p> <p>ACTION: AE to pass on PB's comments and her wish to be involved.</p> <p>Healthy Start Vouchers – uptake poor, probably due to stigma attached. They are available to certain people on benefits, income support and pregnant women.</p> <p>ACTION: Copy of paper presented and link to the EYC Newsletter to be forwarded to</p>	HC	AE/PB	04/11/13

		AMac for circulation along with the action note of the meeting. www.highland.gov.uk/healthandsocialcare/servicestochildrenandfamilies/highland-early-years-collaborative.htm		AE	04/11/13
5	Update on Co-Location for Health & Social Care Staff	AE provided update. Wick - Staff from H&SC Offices in High Street, Wick and Wick Medical Centre to relocate to new council offices when finished. Thurso – Staff presently located in High Street, Thurso and Davidson’s Lane, Thurso will move to the Police Station, Thurso by January 2014.	HC NHS		
6	AOB	Dates and Locations for 2014 Partnership Meetings agreed, start time to be 10am 31 st January 2014 – Thurso 28 th March 2014 - Wick 27 th June 2014 – Thurso 31 st October 2014 - Wick Partners agreed to alternate between Wick & Thurso. ACTION: Dates/venues to be advertised in local press. Member of public was asked if they had any items they would like to see on the next agenda. They were also advised of a form which could be completed if they had any items they wished to see on the agenda at future meetings.	HC	AMac	on going