

INVERNESS WEST DISTRICT PARTNERSHIP

ACTION NOTE FROM THE MEETING HELD ON: Friday 21st March 2014 at Inverness Town House, Chamber.

PRESENT: Adam Palmer (NHS Highland) (Chair); Councillor Margaret Davidson; Steven Gorman (Scottish Ambulance Service); Donellen MacKenzie (NHS Highland); Sam Brogan (HC Health & Social Services); Jennifer Campbell (NHS SDS Team); Jay Muirhead (Signpost); Sandra MacAllister (NHS Community Health Co-ordinator); Callum Mackintosh (ECS Manager); Wendy Allman (HC Childrens Services).

APOLOGIES: Gregor Neil (RCOP Community Networker Inverness West); Cllr Graham Ross; Simon Jeffrey (Area Adult & Youth Services Officer); Calum Munro (Highland Childrens Forum); Frances Gair (NHS Adult Services Area Manager); Cllr Janet Campbell.

IN ATTENDANCE: Charles Stephen (Ward Manager); Julia Faryma (Business Support); 2 Members of the Public.

ITEM	SUBJECT	ACTION AGREED	LEAD	NAMED OFFICER	TIMESCALE
2	Action Note From 20 th December 2013	Note was agreed			
3.1	Glenurquhart Health Centre	<ul style="list-style-type: none"> GP representation will be available by next meeting. 	NHSH	DMcK	Next Meeting
3.2	Scottish Ambulance Service/First Responders	<ul style="list-style-type: none"> Send Charles Stephen response times for Drumnadrochit and Aird 	SAS	SG	Next Meeting
		<ul style="list-style-type: none"> Facilitate a meeting to discuss & co-ordinate the community need for training which will include emergency services, local communities, schools etc. Put item on agenda for next meeting. 	HC	CS	Next Meeting
3.3	Discharge Planning	<ul style="list-style-type: none"> Frances Gair to provide update on the present situation 	NHSH	FG	Next Meeting
3.4	Tele-Care Response	<ul style="list-style-type: none"> Donnellen Mackenzie to provide leaflet on 'Senior Link' which is to be distributed. 	NHSH	DMcK	Next Meeting
		<ul style="list-style-type: none"> Free provision of tele-care to anyone over the age of 80 is to be escalated to George McCaig in Adult Services 	HC	CS	

3.5	Self-Directed Support	<ul style="list-style-type: none"> • Item to be added to next agenda • Send link to the job description for the 9 new Health and Social Care Coordinator posts. • Send link to DVD/Video 	HC NHS NHS	CS JC JC	Next Meeting Next Meeting Next Meeting
3.7	Performance Indicators	<ul style="list-style-type: none"> • Ian Kyle to update partners re: Childrens Service Plan • Locality Planning to be put on agenda • Invite Police & Fire Services to next meeting 	HC HC HC	IK CS CS	Next Meeting Next Meeting Next Meeting
4.1.1	Community Networker	<ul style="list-style-type: none"> • Jay Muirhead to send job description to Charles Stephen 	Signpost	JM	Next Meeting
4.1.3	Health Profiles	<ul style="list-style-type: none"> • Feedback to partners regarding fluoride statistics 	NHS	SMcA	Next Meeting
4.1.4	Census Results	<ul style="list-style-type: none"> • Charles Stephen to circulate information 	HC	CS	Next Meeting
4.2	Employability	<ul style="list-style-type: none"> • Invite new Head Teacher of Inverness High School to next meeting 	HC	CM	Next Meeting
5.1	Integrated Family Teams	<ul style="list-style-type: none"> • Invite Ron Mackenzie to next meeting • Send Margaret Davidson an email to inform who will be in the new team 	HC HC	CM WA	Next Meeting Next Meeting
5.2	Parenting Framework	<ul style="list-style-type: none"> • Invite Alan Richards to next meeting and put item on agenda for next meeting. 	NHS	DMcK	Next Meeting
5.3	Peer Support for Breast Feeding	<ul style="list-style-type: none"> • Invite Karen MacKay to September meeting 	NHS	AP	Sept Meeting
5.4	Early Years Collaborative	<ul style="list-style-type: none"> • Forward presentation for distribution 	HC	SB	Next Meeting
	Date of Next Meeting	<ul style="list-style-type: none"> • Date and Venue to be arranged 			