

INVERNESS EAST DISTRICT PARTNERSHIP

ACTION NOTE FROM THE MEETING HELD ON: 28th February 2014

PRESENT: MEMBERS - Gillian McCreath (NHS Board); Councillor Hamish Wood; Jean-Pierre Sieczkarek (NHS Adult Services Area Manager); Steven Gorman (Scottish Ambulance Service); Wendy Allman (Children’s Services); Sian Jones (NHS Highland); Jay Muirhead (Signpost Highland). Councillor Kate Stephen; Councillor Bet McAllister; Callum Mackintosh (Area ECS Manager); Donald Macleod (Inverness Community Care and Health Network); Naomi Hyslop (Youth Development Officer, Highlife Highland; Cllr Jean Slater;

PRESENT: GUESTS - Ruth Cleland (RCOP); Geraldine Ditta (Alzheimer Scotland); Sam Brogan (Children’s Services); Cath King (Health Improvement Policy Manager); Cllr Margaret Davidson; ; Mike Perera (NHS Highland);

APOLOGIES: Calum Munro (Highland Children’s Forum; Cllr Ken Gowans; Cllr Ian Brown; Mairi Morrison (HC).

IN ATTENDANCE: Stewart Wardlaw, Facilitator/(HC) Ward Manager; Julia Faryma, Business Support (HC); Bob How (Boleskine Community Care Group)

ITEM	SUBJECT	ACTION AGREED	LEAD	NAMED OFFICER	TIMESCALE
2	Action Note from Previous Meeting	Item 3i Matters Arising from previous meeting should read – ‘New GP Lead – Two half day posts have now been put in place’	HC	Julia Faryma	
		Recruitment Fair – Contact organisers from Jobcentre Plus/Employability Team for feedback	Signpost Highland	Jay Muirhead	Next Meeting
3i	NHS Highland/ Alzheimer Scotland	Geraldine Ditto gave a presentation on Dementia Friendly Communities. An online toolkit will be available in April. Jean-Pierre Sieczkarek will take responsibility for the action plan and arrange a meeting with various groups (including business community e.g. Inverness Business Improvement District) to move this forward. Partners to contact Jean-Pierre to inform him who they wish to invite.	NHS	Jean-Pierre Sieczkarek	Next Meeting
		A calendar of training events and contact details for accredited trainers will be available shortly. Arrange PR for toolkit launch	NHS	Mike Perera	Next Meeting

3ii	Nutrition of Frail Older People	Donald Macleod will contact Ian McConnell for feedback.	ICCAHN	Donald Macleod	
3iv	Accessibility of Transport in Inverness for people with disabilities	Gillian McCreath is to ask for the action plan from the Licensing Committee and will feedback to the next meeting. A representative of the Community Transport Group and Steven Graham (HC – Lochaber Forum) to be invited to the next meeting.	NHSH	Gillian McCreath	Next Meeting
3v	Patient Participation Groups	Sian Jones gave a brief update to the meeting. Jean-Pierre Sieczkarek to hold a consultative event to gauge interest from the public. Partners to inform Jean-Pierre of any issues or information they believe should be included in the publicity for the event. Jean-Pierre to contact Cllr Wood for event planning.	NHSH	Jean-Pierre Sieczkarek	Next Meeting
4i	Access to Play	Cath King gave a presentation on access to play for Highland children. Cllr Davidson highlighted the problems of insurance if any play equipment was damaged and Cath will put on the agenda of the Play Improvement Group for discussion. Partners requested guidance on play area development, esp. responsibility for insuring and maintaining equipment. Partners requested information on locations of play/recreational areas within School grounds that are open for public use.	HC	Cath King	Next Meeting
4iii	Parenting Framework/Report on Family Teams/Childcare Partnerships and the Early Years Collaborative	Sam Brogan to send link to the Parenting Framework document to Julia Faryma to be sent out to partners with the final copy of the action note. Wendy Allman to update next meeting on Report on Family Teams. Minutes of the Childcare and Family Resource Partnership	HC HC HC	Sam Brogan/Julia Faryma Wendy Allman Sam Brogan	Next Meeting

		meetings to be sent to both the Inverness East and Inverness West District Partnership Meetings Noted request for Childcare and Family Resource Partnership to be a standing agenda item for the Inverness East District Partnership Meeting to allow ongoing updates.			
4iv	Reshaping Care for Older People	Ruth Cleland to send a link to RCOP Highland website to Julia Faryma for distributing to partners along with the final action note.		Ruth Cleland/Julia Faryma	
4v	Home Care	Cllr Davidson explained the difficulties with accessing home care in the South Loch Ness area – requires a discussion using South Loch Ness as a model. Jean-Pierre Sieczkarek to arrange a meeting with community representatives (inc. Cllr Wood as Aird and Loch Ness Ward representative) to discuss. Jay Muirhead asked to be involved. An agenda item to be submitted to the next assessment panel. Julia Faryma to send Jay Muirhead’s contact details to Cllr Davidson.	NHSH HC	Jean-Pierre Sieczkarek Julia Faryma	Next Assessment Panel
5	AOCB AED Defibrillators in Sheltered Housing Complexes Carers Appointment of Acting District Manager	This item will be put on the agenda for the May Inverness District Partnership meeting. Steven Gorman to contact Cllr McAllister Donald MacLeod will send links to Julia Faryma to be sent out with the final action note Jean-Pierre advised of Gavin Sell’s appointment	SAS	Steven Gorman	Next Meeting
	Date of next meeting	30 th May 2014, Chamber, Town House, Inverness at 9.30am			