

## BADENOCH, STRATHSPEY, NAIRN & ARDELSIER DISTRICT PARTNERSHIP

**ACTION NOTE FROM THE MEETING HELD ON: Thursday 12th December, 2013 at 1.30pm in the Court House, Nairn.**

**PRESENT:** Cllr Liz MacDonald (Chair), Cllr Jaci Douglas, Cllr Roddy Balfour, Gillian McCreath (NHS), Mairi Morrison (Children's Services Manager), Dr Adrian Baker (NHS), Margaret Walker (NHS), Kate MacLean (NHS), and Liz Cowie.

**APOLOGIES:** Gary Coutts (NHS), John Rainy Brown (VABS).

**IN ATTENDANCE:** Cllr Colin Macaulay, Lynne MacLennan (Business Support), Linda Davies (Scottish Health Council).

ITEM	SUBJECT	ACTION AGREED	LEAD	TIMESCALE
1	<b>Welcome and Introductions</b>	Cllr Liz MacDonald welcomed all and thanked everyone for attending. LM advised this would be the last meeting she would be chairing and it was anticipated that the Chair would hand to NHS Board Member Graham Crerar.		
2	<b>Apologies</b>	Apologies were noted from Gary Coutts and John Rainy Brown.		
3	<b>Action note from previous meeting (7<sup>th</sup> June 2013)</b>	<p>Action note from the previous meeting approved.</p> <p>Agreed to carry forward the action for Nigel Small. (Item 2.2 from previous meeting re circulation of findings from the Physiotherapy Review.)</p> <p>Care at home – Update provided that Tina Morrow is no longer the representative. Gillian McCreath gave a brief update that the Initiatives for aligning young people and career paths meeting was well attended.</p>	<b>NS</b>	<b>04/04/14</b>

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4	<b>District Partnerships Review – Feedback from Cllr Liz MacDonald</b>	<p>The seminar in September was well attended by DP representatives. Key issues raised were: duplication of meetings, potential staff overload, lack of clear agenda and focus. There was also confusion regarding the title 'District Partnership'. However no suggestion had been taken forward to rename the DP.</p> <p>LM advised that there is a statutory requirement to hold DP's. THC Corporate Manager and Director of Health and Social Care were continuing with the review process. Further direction re the shape and form of DP's to come early in 2014.</p>		
5	<b>Children's and Young People Services</b>			
	<b>Integrated Family Teams in Children's Services (report circulated)</b>	<p>A report had gone to Adult &amp; Children Services Committee in November. Staff consultation is ongoing and a further report will be put to the Committee in early 2014 when a more concrete model is in place.</p> <p>Updated job descriptions had been distributed 3-4 weeks previously. On the whole there had been positive feedback in relation to the 'model'. DP will be kept updated on progress.</p>		
	<b>Implementation of 600 hours Early Learning and Childcare (report circulated)</b>	<p>A report had gone to the Adult &amp; Children Services Committee on 13 November. The following points were highlighted from the progress report:-</p> <ul style="list-style-type: none"> <li>○ Moving from 475 pre-school education hours to 600 care &amp; learning hours by August 2014.</li> <li>○ 135 primaries throughout the Highlands have nurseries. 74 with double sessions &amp; 61 with single sessions.</li> <li>○ 2 options have been drawn up:- <ul style="list-style-type: none"> <li>● <u>Option 1</u> - Extend both sessions to 3 hours per day. The sessions would have to run for two weeks longer than the school session and staff contracts would need to be extended to 37 hours per week.</li> <li>● <u>Option 2</u> - Extend both sessions to 3 hours 10 minutes per day. Nurseries would be staffed by two separate teams (am &amp; pm), all on 23 hours per week.</li> </ul> </li> </ul>		

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		<ul style="list-style-type: none"> <li>○ 27 road shows have been carried out, with the majority of staff favouring option 2.</li> <li>○ Site visits will be starting in January 2014 and all staff have been offered one to one consultations.</li> </ul> <p>Cllr Jaci Douglas commented that there were concerns with Grantown Primary due to the double sessions. The school has worked hard to get trained professionals who are very committed to their jobs. JD also queried why there could not be different options to fit locally as the same option might not fit in every area. This was noted.</p>		
6	<b>Adults Services (report circulate)</b>	<p>The following points were highlighted from Margaret Walker's report:-</p> <ul style="list-style-type: none"> <li>○ Pilots currently running in Nairn. District Integrated Team are hoping to be replicated in B&amp;S.</li> <li>○ LM requested feedback from the pilots be reported back to the DP. MW advised she would be happy to report back once the feedback had been relayed to her.</li> <li>○ Care at Home staffing was problematic due to staff health. With 70.3 hours allocated in Nairn, ways of getting people in posts quickly were being looked into to make sure the service was being delivered.</li> <li>○ B&amp;S are fully staffed with the establishment they are meant to have, however, due to the wide spread area they could do with more staff. This is being looked into with the hope to get more staff, so they can be more evenly spread.</li> </ul>	<b>MW</b>	<b>04/04/14</b>
7	Future agenda items	<ul style="list-style-type: none"> <li>○ Re-ablement Services.</li> <li>○ Jacqui Stevens, Family Nurse Partnerships item – Take to next agenda as Jacqui was unable to attend today due to other commitments.</li> <li>○ Community Networkers – Item for next agenda.</li> <li>○ Change Fund. Michelle Manzie, Development Manager, Scottish Care, to be contacted and invited to update on the position on the Change Fund, what is being supported, any changes made and to provide a position statement on the Fund.</li> </ul>	<p>Leads for these items to be identified.</p> <p>LC to liaise with HC/NHS colleagues.</p>	<b>31/03/14</b>

ITEM	SUBJECT	ACTION AGREED	LEAD	TIMESCALE
		<ul style="list-style-type: none"> <li>○ Substance Misuse/Young People - how best tackled and best way to approach. Drug &amp; Alcohol Forum.</li> <li>○ Patient Transport, Inverness - Nairn - agreed this should be handled by the Patient Participation Group.</li> </ul>		
8	AOB	Nursing representation for the DP was queried - MW advised that she manages the nursing staff therefore it would be an ineffective use of resources to have both the nursing staff and herself at the DP meetings. If specific updates were required an invite to attend a meeting or provide a written report should be given to the nursing staff.		
	Kate MacLean, NHS Community Development, Service For Older People	<ul style="list-style-type: none"> <li>○ Project running in Nairn.</li> <li>○ Project proposed for Grantown area.</li> <li>○ Bereavement Counselling Project. Public Event planned for February.</li> <li>○ KM linking with Steve Westbrook on Economic Development aspect.</li> <li>○ 'Enterprising Highland'. Website being amended.</li> </ul>		
9	Public Views/Suggestions	Roy Anderson - Community Networker, Reshaping Care for Older People Initiative, Nairn to be invited to attend. LD to forward details to LC.	LC	04/04/14
10	District Partnership Meeting dates 2014	<p>Cllr LM suggested holding the DP meetings in the afternoons after the Area Committee meetings. This would save on time and travelling. This proposal was unanimously agreed.</p> <p>Next meeting dates:-</p> <ul style="list-style-type: none"> <li>○ Thursday 24th April 2014</li> <li>○ Wednesday 11th June 2014</li> <li>○ Thursday 25th September 2014</li> <li>○ Thursday 4th December 2014</li> </ul> <p>Meeting dates for 2014 were agreed and also that meetings commence at 2pm. Venues to be confirmed.</p>	LC/LM	04/04/14