**INVERNESS EAST DISTRICT PARTNERSHIP**

**ACTION NOTE FROM THE MEETING HELD ON: 16th December 2015, Raigmore Community Centre, Inverness**

**PARTNERS PRESENT: Cllr Ken Gowans (Chairperson); Gavin Sell (NHS Highland); Cllr Jean Slater; Cllr Bet McAllister; Cllr Kate Stephen; Lynn Johnson (High Life Highland); Robert Farquhar (Scottish Ambulance Service); Heather Keyes (Inverness College UHI); Dr Sian Jones (Southside Surgery); Lynda Thomson (NHS Highland); Emma Stark (Children’s Services District Manager HC): Anne McDonald (Highland Senior Citizens Network); Tracey Lomas (Depute Rector Culloden Academy); Sarah Bowyer (Scottish Health Council); Carolanne Mainland (Scottish Care); Hilary Tolmie, (HC - Business Support); Stewart Wardlaw, (HC - Facilitator)**

**APOLOGIES: Cllr Ian Brown; Mike Evans (NHS Highland); Elspeth Mackenzie (HC), Katrina Beaton (HC), Jay Muirhead (Signpost Highland)**

**ALSO PRESENT: Alan Grant (Home Energy Scotland)**

**The Chair welcomed: Tracey Lomas, Depute Head Teacher, Culloden Academy as the new Partner Representative for Head Teachers**

**(replacing Robin Fyfe); Emma Stark, District Manager, Children’s Services HC (replacing Margaret Kinsella); Sarah Bowyer, Local**

**Officer, Scottish Health Council Highland (covering for Marie McIlwraith); Anne McDonald, Highland Senior Citizens Network; Carolanne**

**Mainland, Scottish Care**

**Thanks were given to Margaret Kinsella and Robin Fyfe for their contribution in the past.**

**The Chair also asked Partners to note that John Lister is no longer a Community Council Member following the recent Community**

**Council Elections as Lochardil and Drummond Community Council did not form so John is unable to represent the Inverness Area**

**Community Council Forum.**

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| **ITEM** | **SUBJECT** | **ACTION AGREED** | **LEAD** | **NAMED OFFICER** | **TIMESCALE** |
| 2. | Action Note from Previous Meeting – 17th September 2015 - Matters Arising | Update on Family Teams  Emma Stark gave an update on the situation regarding the shortage of Health Visitors. Trainees have now been appointed and five will be based at the Rowans. They are all qualified Staff Nurses. Training takes a year when they will work alongside the Health Visitors. At present each Health Visitor has a case load of 250-300 cases however for the last 3 months of their training the trainees will be able to take on 100 cases which would be overseen by the qualified Health Visitors. New Government expectations are that there should be more contact with the Under 5s this is work that could be undertaken by the Trainees.  Cllr Stephen requested further information on the backlog of cases. | HC | Emma Stark | a.s.a.p. |
|  |  | AED Defibrillators  Robert Farquhar advised that the IT glitch has been sorted since last meeting. Approx. 200-300 defibrillators will now be mapped on the SAS system. RF advised that an update would be available for the next Meeting. |  | Robert Farquhar | March 2016 |
|  |  | Dementia Friendly Communities  Inverness is aiming to become a Dementia Friendly City and the Victorian Market has been identified as a Dementia Friendly pilot. Dementia Friendly Training is available through Alzheimer’s Scotland. Gavin Sell advised that NHSH was not the best partner to lead on this as Area Manager Jean-Pierre Sieczkarek was so busy and another Partner should be found to take the project forward. GS agreed to target Alzheimer Scotland to commit to taking forward action. Sarah Bowyer volunteered Scottish Health Council help. Cllr Bet McAllister advised that Council Members and staff regularly met with the Market traders and could help facilitate future communications. | NHSH | Gavin Sell | March 2016 |
|  |  | Flu Immunisation  The Flu Immunisation programme is going well with an above average take up. There has been good engagement with schools. Tracey Lomas raised the point that due to the increase in immunisations School Nurses are under increased pressure. Emma to raise with the Practice Leads and District Managers and report back to next meeting. | HC | Emma Stark | March 2016 |
|  |  | HLH Priorities & Partnership Opportunities  Ian Murray has now been to all nine District Partnership meetings this has been very well received. He has also made contact with Doda Dennis which was very positive.  Lynn Johnson is meeting with Heather Keyes of UHI on Thursday 17th December and will update at next meeting. | HLH | Lynn Johnson | Next Meeting |
|  |  | 3rd Sector Interface, Community Development Fund  The 1st meeting of the assessment panel has taken place and 1 application has been received with a further one pending. The Chair asked Partners to spread the word about the Community Development Fund as the money has to be spent by April. Each application will be considered on its own merits so encourage organisations to apply. | ALL |  |  |
| **3.** | Hilton Networking Group | Lynda Thomson gave a presentation on the Hilton Networking Group Meeting that was held on 16 November. 28 people attended from different groups and organisations a third of the people attending were from the Hilton area. Using a kit called Ketso they gathered everyone’s point of view and the main themes raised were;   * Raising awareness * Community Engagement * Hilton Enterprise (a need was expressed to have something similar to the Merkinch Enterprise in the Hilton Area) * Environmental Improvements   The day was considered to be a success and the kits helped to encourage everyone to give their point of view.  The next steps are to meet again in January or February and go out to smaller groups within the community. Bringing the people together is important but it is very difficult to reach those in the community who do not attend any groups. Dr Sian Jones asked if GPs could be made aware of what is happening in the communities as they are keen to help spread the message. Gavin Sell volunteered if anything is sent to him he will make sure it goes to the NHS Highland Communications Team for distribution. | NHSH | Lynda Thomson | Next Meeting |
| **4.** | Home Energy Scotland | Alan Grant gave a presentation on Fuel Poverty which will be circulated to Partners after the meeting.  Home Energy Scotland Advice Centre Highlands & Islands will give free impartial advice and make referrals A new scheme was launched in September “Warmer Homes Scotland” providing support and advice on insulation to heating to domestic renewables. Home Owners and tenants of a private sector landlord are eligible. Anyone can be referred for advice however. GPs can refer patients and Tracey Lomas suggested that families whose children receive free school meals may be eligible and Schools could arrange to provide information directly to their parents. There is also staff from various organisations out in the community every day going into homes and will be aware of those living in fuel poverty conditions. Gavin Sell and AG to meet to discuss how to focus on the areas most affected and how best to spread the word and GS will update at next meeting. KG suggested that a PR campaign maybe necessary and also made Partners aware of the HC Inverness Common Good Fund Scheme of Winter Payments. HT to send link to Partners for Winter Payments.  The Home Energy Scotland Helpline number is 0808 808 2282. | NHSH/  Home Energy Scotland | GS/AG | a.s.a.p. |
| **5.** | Meeting Dates 2016 | The following meeting dates for 2016 were agreed;  Friday 18th March  Friday 17th June  Friday 16th September  Friday 16th December  It was also agreed to hold the Assessment Panels on;  Friday 26th February  Friday 27th May  Friday 26th August  Friday 25th November  It was suggested that the next meeting take place in the City Centre possibly the Spectrum Centre. |  |  |  |
| **6.** | **A.O.C.B.** | Care At Home  Carolanne Mainland from Scottish Care gave an update on Care at Home within the independent sector. Highland Care Academy is being set up and training workshops are being held. A zoning exercise has been done apportioning the City and big improvements are being seen on the west side. They are now employing carers to work in their own locality therefore can employ none drivers. Quality Statements are now being adhered to. |  |  |  |
|  |  | GS proposed that Carolanne joins the Partnership to represent the Independent Sector. KG seconded. |  |  |  |