

**MINUTE OF MEETING OF THE HIGHLAND SENIOR CITIZENS NETWORK HELD IN INSHES
CHURCH ON MONDAY 25 JANUARY 2016 AT 10:00**

Present: Ian McNamara, Chair
Isla Cuthbert
Donalda Mackenzie
Donald MacLeod
Brenda Nicolson
Joan Philip
Evelyn Sinclair
Margot Smith

**In
attendance:** Councillor Bet McAllister
Anne MacDonald, Coordinator
Irene Robertson, Minute Secretary
Kelly Sutherland, Coordinator

Apologies - Brian Devlin, Lesley McDade and Ann MacKay

1 WELCOME AND APOLOGIES

The Chair was pleased to welcome Councillor Bet McAllister who was attending today's meeting as an observer with a view to becoming a Trustee of the Highland Senior Citizens Network.

2 NEW MEMBERS

Mr David Hannah.

3 NEW TRUSTEES

As noted above, Cllr McAllister had expressed an interest in becoming a Trustee.

4 MINUTE OF MEETING HELD ON 30 NOVEMBER 2015

The Minute of meeting held on 30 November 2015 was approved subject to the inclusion of Margot Smith in the list of those present.

5 MATTERS ARISING NOT ON THE AGENDA

There were no issues raised.

6 MEETINGS WITH EXTERNAL BODIES

(a) Adult Services Commissioning Group

The Chair spoke to the circulated paper which had been discussed by NHS Highland's Health and Social Care Committee at its meeting on 7 January 2016 and which provided an update on the direction of the adult strategic commissioning intentions for 2016/17, progress to date and

further work required. It was noted that a workshop session of the Adult Services Commissioning Group held on 17 December 2015 had identified a number of priority areas, one of which was respite care for carers. Donald advised that the review of respite care undertaken during 2015 had been concluded and the report which contained 19 sets of recommendations would shortly be issued. The Carers Improvement Group which Donald chaired had been charged with developing a respite strategy and action plan to implement the recommendations. He emphasised the importance of continuing engagement and dialogue with all relevant parties and stakeholders. The main issue for carers was the new Bill which confers significant new rights for carers to have support plans and it was therefore critical that Local Authorities had the necessary resources to deliver these. The Bill would provide an opportunity for carers to become involved in the design of services, and Local Authorities and NHS Boards would be required to engage with carers in developing strategies. It was understood that new money – some £20 million – would be provided in 2022/23. In addition some central funding would be made available to Local Authorities to undertake preparatory work. It was felt that criteria for eligibility for support for carers should be established at national level to ensure a consistent approach. This national framework could then be set as a threshold across Scotland and thereafter it would be up to each Local Authority to determine its requirements and develop local solutions that best fit the needs of its population. It was acknowledged that there was considerable work to be done and a need for cultural change, for example further promoting and embedding Self Directed Support, in order to maximize available resources.

(b) Highland Third Sector Conference 8 April 2016

It was noted that Anne and Kelly had registered to attend this event to be held at the Strathpeffer Pavilion.

(c) Barchester Health Care

The Chair reported that he had now received a reply from the company and a meeting with one of its representatives had been arranged for 17 February 2016 at Highview Nursing Home which he would attend along with Donald, Joan and Donald. The meeting would provide an opportunity to discuss a range of issues and concerns and to consider what triggers need to be put in place to alert management to a deteriorating position. It was suggested and agreed that a list of questions be drawn up in advance of the meeting for the Chair to raise with the Barchester representative.

(d) OPIG Meeting, 19 January 2016

The Chair and Kelly reported on the discussions that had taken place, the main topic being transport. At the meeting Sheila Fletcher, Network Development Officer – Community Transport Association had outlined the regulations pertaining to local transport services and highlighted the need for organisations to comply with current legislation relating to community transport schemes. She had agreed to produce a summary report for inclusion in the HSCN Newsletter. A proposal was put forward that the various groups and individuals involved in community transport should get together to discuss the issues. Kelly emphasised the need to ensure service users were involved in any such discussions. It was important to maximize the arrangements already in place. In this connection support for people who required transport was key, for example ensuring there was someone to accompany them when necessary.

(e) Sensory Impairment Communication Aid Meeting, 12 January 2016

The Chair circulated a paper which had been discussed at this meeting setting out some suggestions to aid communication/support people with sensory impairment (hearing loss, visual or sight impairment). It was noted that the availability of a quiet area was considered to be very important. There were also training implications to ensure staff were aware of, and equipped to

deal with, the needs of people with sensory impairment. Reporting on the SIPA meeting she had attended, Donalda noted there had been no loop system in the room despite this having been requested in advance. The meeting had served to demonstrate some of the barriers to communication that may present at meetings and other events. It was noted a follow up meeting was to be arranged.

(f) Scottish Older People's Assembly (SOPA)

Donald updated on progress with changes to the constitution of SOPA which was moving towards becoming a charity. The Scottish Government remained supportive of this organisation and would be considering financial support for it during the transitional period. Donald would keep the Board abreast of developments.

With regard to the tabled Scottish Government leaflet providing advice about arranging a funeral in Scotland, Donald noted that there was to be an inquiry into funeral costs. It was agreed a summary of the leaflet would be included in the next edition of the newsletter.

7 REPORTS

(a) Coordinators

- *Payroll*
The payroll issue had not yet been resolved. The Bank of Scotland had sent a letter to the Chair on 6 January 2016 apologising for the delay in responding to the request for a BACS payment facility. In that letter the Bank had stated erroneously that the HSCN constitution did not allow us to borrow money and that it was therefore not possible to set up a BACS number for us. The Chair had written again to the Bank pointing out that there was in fact a paragraph in the constitution specifically stating that “the organisation has the power to borrow money”. In the meantime there were a number of alternative options that could be explored. For example, move to a different bank, use internet banking, or continue to have payslips sent to us and pay the Coordinators by cheque.
- *Reporting – format and timetable*
Reporting on the meeting of the Supervision Group held on 7 December 2015, the Chair confirmed it had been agreed that the Coordinators would submit written reports and updated action plans on a quarterly basis, with a verbal report to be given at each meeting.
- *Coordinators Reports*
Anne and Kelly reported on activity to date, noting they had made contact with all nine District Partnerships and attended a number of their meetings. They were also undertaking further research and information gathering, and building up a network of contacts with a range of groups and individuals to introduce themselves, explain their role and the function of the HSCN, what support they can offer and how they may be able to assist in progressing any issues or concerns. They proposed to approach 20 groups in the first instance. As there were 44 groups within the HSCN's membership it was suggested that they make contact with 15 of these plus 5 non-member groups. It was proposed that a session at the HSCN Annual Conference in April be devoted to engagement and involvement and to some of the issues that had been raised.

(b) Membership and Communication

- *Spring Newsletter*

In Lesley's absence, alternative arrangements for the production of the Spring edition of the newsletter were discussed. It was agreed that Isla would pass the material gathered for this edition to Anne who would arrange for it to be formatted appropriately.

Margot referred to an article in a previous edition which had been of help to a reader in getting a new heating system. She agreed to forward the details to the Chair with a view to including relevant information in the next or a future newsletter.

- *Information Leaflet*

The revised leaflet was circulated and approved with some minor amendments to the layout. It was proposed that the leaflet be produced in house which would allow it to be amended as and when required; printing costs would also be reduced.

- *Email distribution*

It was agreed to continue with the current arrangement whereby Isla identified information of relevance/interest to older people from all the material that came in to the HSCN and circulated it either electronically or in hard copy as required.

(c) Black Isle Cares Update

The Chair highlighted a number of points from Brian's report summarising various activities and projects. It was noted that the meals on wheels scheme was due to go live in March.

BIC proposed to produce a manifesto on behalf of older people prior to the Scottish Parliamentary elections in May 2016. Recalling that the HSCN had drawn up a manifesto in 2012, the Chair suggested that the opportunity be taken to update it. Accordingly he would circulate the document to the Board members for their comments. It was also suggested that a joint manifesto might be produced that both HSCN and BIC could sign up to.

8 HSCN ANNUAL CONFERENCE 20 APRIL 2016

The Chair reminded the Board that it had been hoped to have Professor June Anderson as the guest speaker at this year's Conference, however she was unable to attend due to work commitments elsewhere. It was suggested that Sally Magnusson be invited to speak at the event and the Chair would write to her accordingly.

It was agreed to convene a meeting of the Communication Group to discuss the programme and what the main focus should be. Further suggestions for key speakers would also be welcome.

With regard to audio equipment for the event, which would be held in the Lochardil Hotel, the Chair reminded the Board that Lifescan had given a grant of £500 to HSCN specifically for the purchase of a loop system. A number of donations had also been received which could be used to help fund the equipment. Moira had progressed this with a local provider prior to her resignation and the Chair suggested that he and some of the members visit the shop to look at the range of equipment available and report back to the next meeting.

9 TREASURER'S REPORT

The accounts for December 2015 were received and noted. Evelyn asked the Board to note in particular the summary sheet detailing restricted and unrestricted funding.

10 CORRESPONDENCE

(a) Pavement Cyclists

The Board noted the reply which the Chair had received from Chief Supt Julian Innes, Divisional Commander, Highland & Islands Division, Police Scotland in which he addressed the legality for cyclists to use a pavement. He explained that under the Roads Scotland Act 1984 it is illegal to cycle on a footpath or footway, however there can be exemptions to this. The Road Traffic Act 1988 also sets out a number of other related offences which focus primarily on safety and include dangerous and careless cycling for which penalties may be imposed. Chief Supt Innes was arranging for a refreshed media release to be issued reminding cyclists about safety measures and also reminding members of the public that cycling on a public footpath is an offence.

(b) Letter to the Justice Minister

The Board noted the reply from the Justice Minister's office dated 7 January 2016. While the letter did not specifically address the issue of what constitutes a criminal offence, it outlined the work being done to facilitate and encourage reporting of all types of hate crime and noted the use of Third Party Reporting Centres for this purpose. The letter also referred to the Health (Tobacco, Nicotine etc and Care) Bill introduced in June 2015 which amongst other measures created offences, for both care workers and care provider organisations, of ill treatment and willful neglect of those receiving care or treatment in health and social care settings.

11 AOCB

(a) Telephone handling

Isla proposed to take the mobile phone back after the next meeting in order to deal with conference bookings; Joan confirmed she was happy to hold it until then.

(b) Age Scotland AGM 16 March 2016

It was suggested this event may be of interest to the Coordinators.

(c) Wyvis House

Margot raised an issue relating to nutrition and quality of food which she proposed to discuss with the manager. She advised that three empty beds were currently being used to accommodate patients whose discharge from Raigmore Hospital had been delayed pending appropriate care arrangements being put in place.

12 DATE OF NEXT MEETING

The next meeting will be held on Monday 29 February 2016 at 10:00 in Inshes Church.

The meeting closed at 12:10

