

**MINUTE OF MEETING OF THE HIGHLAND SENIOR CITIZENS NETWORK HELD IN INSHES  
CHURCH ON MONDAY 29 FEBRUARY 2016 AT 10:00**

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

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

**Apologies** - Brian Devlin and Lesley McDade

The Board was saddened to learn of the death of Mike Wallace, on 23 February 2016. The Chair paid tribute to Mike's valuable contribution to the work of the HSCN, he would be sorely missed.

**1 NEW MEMBERS**

Mr Ian Morrison.

**2 NEW TRUSTEES**

Bet McAllister and Irene Robertson were asked to complete the appropriate application form for consideration at the next meeting.

**3 MINUTE OF MEETING HELD ON 25 JANUARY 2016**

The Minute of meeting held on 25 January 2016 was approved.

Proposer: Isla Cuthbert  
Seconder: Joan Philip

**4 MATTERS ARISING NOT ON THE AGENDA**

There were no issues raised.

**5 MEETINGS WITH EXTERNAL BODIES**

**(a) Adult Services Commissioning Group Meeting 8 February 2016**

The Chair reminded the Board that we had submitted our priorities for end of life care and these had been included, in full, in the circulated paper which set out the Highland Adult Strategic

Commissioning Intentions for 2016-17. It was noted that there had been some slippage in the timescales for delivering the commissioning intentions. Discussion followed on the localities guidance issued by the Scottish Government, the establishment of the District Partnerships and the need for clarity regarding their role and remit in helping to identify and deliver services to their local population. In this connection Anne and Kelly's work was very important in getting a picture of the issues facing older people in the various different localities, what their requirements were and the services they would find desirable. It was suggested and agreed that the Chair write to Deborah Jones, Chief Operating Officer, NHS Highland requesting a meeting to discuss the role of the District Partnerships and how they may be enabled to fulfil their remit, highlighting the need for local engagement and involvement to ensure older people's voices are heard with regard to service provision. Bet proposed to write to the East District Partnership, of which she was a member, to request that respite care be included on its agenda.

**(b) Highland Third Sector Conference 8 April 2016**

It was noted that Anne and Kelly were hosting a table at this event, the theme of which was involvement. Board members wishing to attend the conference should make their own arrangements.

**(c) Barchester Health Care**

The Chair, along with Donald, Joan, Bet and Anne, had attended the meeting on 17 February 2016 with representatives of Barchester Health Care - the Regional Director, the Divisional Director and the Operations Manager (who was currently Acting Manager of Highview Nursing Home pending this post being filled). At the meeting, the Regional Director had acknowledged the concerns raised and the need for improvements to be made to ensure that appropriate standards of care were met and that residents were treated with dignity and respect. He explained the reasons for the drop in standards and outlined the actions being taken to address the issues. Anne advised that the representatives had offered her and Kelly an opportunity to attend a meeting of the Relatives Forum. She confirmed she would get back in touch with the company to follow up on this offer. Meantime the position would be kept under review.

**(d) Sensory Impairment Communication Aid Meeting 16 February 2016**

The Chair fed back on this meeting. Noting the ongoing activity, he advised that a list had now been drawn up of people wishing to receive the Communication Aid indicating whether electronically or in hard copy.

**(e) Poppy Scotland**

The Chair reported on the meeting which he and Anne had had with Poppy Scotland on 18 February 2016. Summarising the main points discussed, the Chair noted that the organisation may produce an item for a future HSCN Newsletter; it was also keen to have a presence at the HSCN Annual Conference.

**(f) Joint Monitoring Group**

Current legislation required The Highland Council and NHS Highland to establish a Joint Monitoring Committee part of whose remit would be to ensure a strategic commissioning approach to adult and children's services was taken forward. The membership of the Committee would comprise of nominees from the Local Authority and the Health Board. Once established the Committee would seek staffside, third sector, carer and service user representatives, in line with Scottish Government guidance. The Chair advised that he had received an email from Jan Baird, Director of Adult Care, NHS Highland, inviting him to be the representative for adult services. Discussion followed during which concern was expressed that one person could not represent all the adult services involvement groups, each of which had its

own particular areas of interest and priorities. It was also felt that older people, as a distinct group, should have their own representative. The Board therefore recommended that an older people's representative be identified to serve on the Committee and that a separate nomination be sought to represent other adult service users. The Chair would reply to Mrs Baird accordingly.

**(g) Age Scotland Meeting 10 February 2016**

Evelyn reported on this meeting at which representatives of Age Scotland had explained the recent changes to the structure of the organisation and outlined its revised working arrangements. The meeting had not been constructive, nor had it addressed the concerns expressed regarding the impact of the restructuring, in particular the loss of a number of regional community development officer posts. The Board would be interested to see how the new National Community Development Team would deliver the service in the future. It was noted that Age Scotland was now seeking an ambassador for the Highlands.

Age Scotland's Conference and AGM was due to take place in March; Anne and Kelly aimed to attend the event.

**(h) "How good is our Third Sector Organisation?"**

Further to her attendance at a recent HTSI meeting, Ann advised that the organisation had undertaken an evaluation of its operation and effectiveness and suggested that the HSCN may wish to consider reviewing the way it works and whether it fulfils its role and remit. The Board agreed to include this on the agenda of the next meeting. Ann would circulate a sample self-assessment tool which the Board could perhaps adapt for its own use.

## **6 REPORTS**

**(a) Coordinators**

- *Coordinators' Report:* The Board received and noted Anne's circulated report which provided an update on activity including attendance at meetings and contact with a range of groups and individuals.
- *Payroll:* Evelyn advised she and the Chair had visited the bank to discuss the provision of a BACS number; she had also accessed internet banking and would use this wherever possible to make payments until the BACS issue was resolved.

**(b) Membership and Communication**

The Board noted for information the minute of meeting of the Communication Group held on 4 February 2016.

- *Spring Newsletter:* This was ready for circulation. In response to a suggestion from Lesley, it was agreed that the Chair, Anne and Kelly would meet with her to review the format and production of the newsletter.
- *Information Leaflet:* The leaflet had been revised and was now available for issue.
- *Business Cards:* New business cards had been printed.

**(c) Black Isle Cares Update**

The Chair highlighted the main points from the report prepared by Brian:

- A healthy financial position was noted
- Arrangements for the appointment of a part time administrator were in hand
- Progress continued to be made with the Care at Home Project and Meals on Wheels
- The AGM was planned for 22 March 2016.

**(d) SOPA**

Donald reported on a recent meeting of SOPA when it had considered its constitution and future direction and had agreed to pursue charitable status. A follow up meeting was to be arranged to enable further discussion to take place.

**7 HSCN MANIFESTO**

The Chair had circulated a copy of the HSCN Manifesto which had been produced in 2012. It was agreed to use this as a starting point for discussion and comment with a view to producing an updated document for the 2016 Scottish Parliamentary Elections. Brian to confirm whether BIC would be happy for the Manifesto to go out as a joint HSCN/BIC document. It was suggested consideration might also be given to a hustings event.

**8 HSCN ANNUAL CONFERENCE 20 APRIL 2016**

The Chair confirmed that Dr David Alston had agreed to be the keynote speaker at the Annual Conference. It was agreed that the Communications Group would meet on 4 March 2016 to discuss and agree the final programme.

With regard to an audio system, the Board agreed to purchase the necessary equipment from The Music Station, Church Street, Inverness. The cost of the system - £1,534.99 – would be covered by the grant of £500 from Lifescan and a donation from the Great Wilderness Challenge. The Board felt the system would provide a valuable resource that could be used at various events and agreed to trial it at the next Board meeting.

**9 TREASURER'S REPORT**

The accounts for January 2016 were received and noted. As reported earlier, Evelyn and the Chair had met with bank representatives to discuss provision of a BACS number. It was agreed to await the outcome of that discussion.

**10 AOCB**

**(a) Parklands Care Home Proposals**

There was no further update at present.

**(b) Adult Support and Protection**

Joan drew the Board's attention to a new information leaflet aimed particularly at people with learning disabilities but which could also be applicable to older people.

**(c) Funeral Costs**

It was agreed that the Chair would write to The Highland Council expressing the HSCN's dismay at the significant increase in funeral costs that it was proposing to implement. There

was some financial support available to help with funeral costs. It was felt that older people needed to be made aware of, and encouraged to seek, this support, if necessary.

**(d) Dementia Group**

Bet informed the Board of the establishment of a cross-party group of Councillors who would be looking at Dementia. The group would hold its first meeting on 1 March 2016.

**(e) Great Wilderness Challenge**

The Chair asked the members to let him know if they were interested in participating in this event which would take place on 13 August 2016.

**11 DATE OF NEXT MEETING**

The next meeting will be held on Monday 28 March 2016 at 10:00 in Inshes Church.

**The meeting closed at 11:55**