**SUTHERLAND DISTRICT PARTNERSHIP MEETING**

**ACTION NOTE FROM THE MEETING HELD ON: Friday 28th November 2014**

**PRESENT: Cllr Deirdre Mackay - (Chair), Patrick Gray (RCOP), Lorraine Coe (NHS), Bob Silverwood (NHS), Phil Tomalin (HC), Garry Cameron (HC), Steve Gorman (SAS), Dawn Grant (HC), Christine Ross (VGES), Lynne Ross (HC), Jason Beeston (Police Scotland), Anthony Gardner (Fire & Rescue), Cllr Hugh Morrison via teleconferencing, Gill McVicar, Lorraine Coe (NHSH), Derek Yule via VC Louise Irving (Note)**

**APOLOGIES: Christine Gordon, Greg MacLachlan (HC), Nigel Brett - Young (HLH), Michelle Manzie (HSTI/Scottish Care)**

**In Attendance: 2 Members of the public attended part of the meeting**

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| **ITEM** | **SUBJECT** | **ACTION AGREED** | **LEAD** | **NAMED OFFICER** | **TIMESCALE** |
| **2** | **Matters Arising** | 2.1 Family Team & Recruitment - Successful in gaining a Trainee Post. 1 vacancy for Practice Leader in Years, maybe advertise nationally. Putting together a family tree to assist with a Family Team. Info on around the team, half way there with process. Use as a reference way of having staff groups in one team. Cllr Mackay made reference that the Northern Times are interested in doing a feature, addressing problems with recruitment.  2.2 Sutherland Community Development Plan – No update. **AM to update next meeting**  2.3 SERCO update – Event in Brora was held on the 17 Oct. Number of actions, but Cllr Mackay will report back to the group. **DM to update next meeting** | HC  /NHS  NHS  HC | Ivor Souter/  Bob Silverwood  Dawn Grant  Andrea  Madden  Deirdre Mackay | Next meeting  Next meeting  Next meeting  Next meeting |
| **3** | **Budget Update** | Derek Yule, Director of Finance and Bob Silverwood gave Budget Update presentations | HC | Bob Silverwood/  Derek Yule |  |
| **4** | **‘Learning from Nuka’** | Gill McVicar attended a Nuka Conference for 5 days in Alaska which she gave a presentation on. This was followed by a questions and answer session. |  | Gill McVicar |  |
| **5** | **Letters to the Community** | Councillor Deirdre Mackay hopes to send letter to District Partnerships, will ask to put standard items on the agenda. This will be circulated in the New Year. | HC | Deirdre Mackay | Next meeting |
| **6** | **Scottish Ambulance Service** | * Vacancies - 1 new student finished GCU & undertaking experience placement at Inverness Training Station, returning to Kinlochbervie on 17th December. * Vehicle Manning - Kinlochbervie has been experiencing single manning and no crewing previously due to challenged with sickness & vacancy. In November 2014 Single crewed on 1 day, Unmanned 0 days.   GP’s emailed regularly with KLB ambulance availability and any contingency plans that require to be put in place. Steve to continue with this.   * Staffing –   Lairg – 2 staff identified to work towards Paramedic Training & shift review currently underway – 1 vacancy to arise on 19th Jan due to 1 staff member transferring to Wick.  Bettyhill – 3 Paramedics – New shift pattern to be implemented at start of April 2015 – Station now on full-time status.  Kinlochbervie – 2 staff identified to work towards Paramedic Training & shift review underway.  Lochinver – Shift review to provide back shift cover reducing on call & increasing immediate response availability.  Golspie – Challenges due to only having 5 out of 8 staff due to vacancies.  1 x student returns from GCU om 1st December  1 x student to attend GCU on 12th January  Advert to go out internally for 1 x Paramedic – Interest shown   * General update –   Durness patient – Solution found by joint working with Dr Belbin in relation to a patient with complex pain management issues to make any requests for transportation to hospital as comfortable as possible. Warning placed on system about air assets and this is reviewed monthly.  Joint Training with GP’s/Nurses from Lairg, Bonar and Dornoch H/C’s with SAS staff – Well received and look forward to building upon this to enhance multi-disciplinary working  Reception staff from above H/C’s undertook Heartstart training at the above event. Training provided by Rosehall FR’s | SAS | Steve Gorman | Next meeting |
| **7** | **Update Blythswood Food parcels** | Looking for lead agency, Social Work not ideal lead. Councillor Deirdre Mackay arranged to meet CAB. | HC | Deirdre Mackay | Next meeting |
| **8** | **Reaching High Inivation** | Councillor Deidre Mackay emailed poster to all | HC | Deidre Mackay | Next meeting |
| **9** | **RCOP Funding** | Funding for Elderly - Councillor Deidre Mackay will circulate info | HC | Deidre Mackay | Next meeting |
| **10** | **Community Safety (Police Scotland)** | Councillor Deidre Mackay to have a discussion with Jason Beeston see what he can do at the next District Partnership meeting.  Office numbers are maintained in Area Command.   * Attend Ward meetings regularly and as requested, ongoing * Engagement with Community Councils continuing at local level * Any issues – contact Police Scotland (101 non urgent) * Ongoing work with Partnership re future input. * Area working to allow joined up working. * Got a Facebook and Twitter account | HC | Deirdre Mackay/Jason Beeston | Next meeting |
| **11** | **AOB** | Presentation given by Lynne Ross on Mapping –CFRO – Caithness, Sutherland & Easter Ross   * Part of Lynne’s role is to look at what childcare & family support services are available in the area * Has a budget to provide funding to sustain services or set up services * Examples of Services in Sutherland are – Allsorts, Gaarfields & CASWA * Working on template to allow mapping of different services that are available. * Mapping document for each district * Mapping document designed to help map what is already available, needs to be maintained & developed so that they can consider what new types of parent support is needed. * Will also identify gaps in services or alternatively where there is a duplication of services. * Next step is to take map to the childcare partnerships so that they can get an accurate idea of all the services currently on offer. | HC | Lynne Ross |  |
| **12** | **Questions/**  **Comments from members of Public** | None |  |  |  |
| **13** | **Date of next meetings 2015** | Friday 27th February  Friday 29th May  Friday 28th August |  |  |  |