

<b>Name of Meeting:</b>	Health & Wellbeing Partnership
<b>Date:</b>	21 January 2014
<b>Venue:</b>	Aros Boardroom
<b>Chair:</b>	Alison McGrory
<b>Attendees:</b>	Duncan Cleland, Dee Hancock, Eleanor Sloan, Jackie Bell, Sarah Griffin, Liz Peat, Anne Horn, Eleanor MacKinnon & Liz Strang  By VC: Lorna Ahlquist & Susan McFadyen
<b>Apologies:</b>	Eddie Renfrew, David Greenwell, Eileen Wilson, Alison Mackenzie, Morevain Martin, Yennie van Oostende Paul Ashworth & Carol Muir
<b>Notes taken by:</b>	Jackie Dickson

<b>Agenda Item</b>	<b>Note of Discussion</b>	<b>Note of Action (person responsible and completion date)</b> Actions to be completed by date of next meeting unless otherwise stated
<b>2</b>	<b>Previous Minutes</b>  Approved	
<b>3</b>	<b>Matters Arising</b>  “Couldn’t Care Less” went ahead at four locations and was a great success.  AH provided copies of the minutes from the council’s Healthy Working Lives (HWL) meeting (now attached to these minutes). DC asked about HWL and it was explained it is an awards programme for health improvement within an organisation. <a href="mailto:Angela.coll@nhs.net">Angela.coll@nhs.net</a> is a good contact re this.  <b>3.1 CPP update</b> – AMcG advised the group of an email notification from Eileen Wilson confirming Eileen is no longer in post. DC confirmed there has been reorganisation within the council and	

	<p>Community Planning has moved to Community Services, whose Head of Service is Donald MacVicar. A CPP manager is being recruited. Once the various new post holders are in place AMcG will issue an invite.</p> <p>As regards the 10 yr. SOA, consultation workshops and debates are being undertaken in each locality (DC circulated the dates). Thereafter the completed SOA document will be forwarded to the Scottish Government by the end of April. The feedback from the Cowal workshop is predominantly that older people are leaving the area due to lack of services. The focus of the SOA is around the declining population (a decrease of 3000 in A&amp;B, most notably Islay and Kintyre) and building a prosperous future; ostensibly a framework for growth.</p> <p>It was noted that engagement with the public could have been improved, there had been a mistake in the press announcement for Bute and in general it was felt that public participation had not been sought as well as it might have.</p> <p>DC to circulate what documentation he has regarding consultation e.g. FAQ etc.</p> <p>AMcG asked about next steps i.e. formal consultation re the draft document, expressing the view that the Health outcome should come to this group. DC will make enquiries. The draft may have to be circulated to this group by email depending on the due date.</p> <p>The Community Empowerment Bill (CEP) will shape Community Planning going forward and AMcG will circulate the link to same. Now below  <a href="http://www.scotland.gov.uk/Publications/2013/11/5740/downloads#res437584">http://www.scotland.gov.uk/Publications/2013/11/5740/downloads#res437584</a>&lt;  <a href="http://www.scotland.gov.uk/Publications/2013/11/5740/downloads">http://www.scotland.gov.uk/Publications/2013/11/5740/downloads</a></p> <p><b>3.2 Website – online application</b> – due to issues around saving and exchanges between parties it has been decided to revert to the word document version of</p>	<p>AMcG invite new post holder</p> <p>DC to circulate documents relating to consultation</p> <p>DC to follow up next steps and keep AMcG advised</p>
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	<p>the application form which can be completed and forwarded in the usual way. An online application may be reviewed at a later date.</p> <p>EMacK noted that some of the headings on the web pages should perhaps be changed.</p> <p>Discussion about how to improve marketing to remind people about the website.</p> <p>Photos on the website were discussed and AMcG will speak to Colin re shrinking these as required. The coordinators would like support with adding documents etc. to their web pages and AMcG is happy for Colin to support or do this.</p> <p>AMcG announced that there is now a Healthier Argyll &amp; Bute Facebook page and this is the link <a href="http://www.facebook.com/healthyargyllandbute">www.facebook.com/healthyargyllandbute</a></p> <p>Cowal would like in addition to have their own page and SMcF is now going to set this up with a link to the Healthier Argyll &amp; Bute Facebook page</p> <p>Ideas for anything to be posted to Colin please</p> <p><b>3.3 Physical Activity Consultation update</b> – interviews are ongoing and an update to be provided at the April meeting. It was recognised that it would be useful to take actions relating to Physical Activity from the local action plans. OLI and Islay have already submitted their plans, remaining plans to be submitted.</p>	<p>EMacK to advise Colin Steel and CC AMcG &amp; Coordinators</p> <p>AMcG to consider action to achieve this.</p> <p>AMcG to discuss photos and support for coordinators with Colin</p> <p>Jackie to add to April Agenda</p> <p>Coordinators to send Jackie copies of local plans</p>
4	<p><b>Network updates</b></p> <p>Dee (Bute Network) reported disappointment that funding had been cut short and that not all of their funds had been spent. They did however get the Sumo Suit application through in time and this will be enjoyed by primary and secondary school kids and thereafter there is a plan in place to hire it out. The network has found a secretary but</p>	

as yet not a Chair. Dee noted that she had found the publisher newsletter template difficult to use and would like a simpler document that she can just edit if possible.

Eleanor M (OLI Network) reported that the Alzheimer's event was very impressive and that the organisers were pleased with the amount of information that was collected over the month the stand was at the cinema. The network was disappointed at the funding situation. One application, the billboard day (20 March at the cinema), that did go through is aimed at providing guest speakers to show what can be gained from participation with the network. Eleanor is not taking forward the newsletter idea as she does not have capacity within the funding and already emails the network regularly.

Duncan Cleland interim coordinator for Mid Argyll reported there are currently three applicants for the coordinators role and appointment to the role this will be decided by the network in February. Duncan confirmed he emails the network fortnightly adding his comments/summary for the benefit of the network. Duncan reported that a recent Winter Awareness Day hosted by the network and AVA, whilst there was a very good turnout in Helensburgh the Mid Argyll event was not so well attended and the network is looking to learn from this.

Eleanor S (Kintyre Network) reported that their fund was spent ahead of the cessation of funding for this financial year. The network is now sharing a secretary with the Substance Misuse Forum which meets the same day. A Food Bank is starting in Campbeltown and they are coming along to speak to the network. Kintyre are joining Cowal for Asset Mapping on 31 January and thereafter the local action plan will be put together. GIRFEC is now a standing agenda item for the network meeting and H&W is now on the GIRFEC agenda.

Jackie (Islay Network) reported that at their meeting last week funds were allocated to three bids. Their local action plan is complete. They are promoting the CPP event on Islay. Jackie will not be doing newsletter.

Lorna (Cowal Network) confirmed the

	majority of funds have been allocated. A new co-ordinator is in the process of being appointed as Lorna will be leaving in February. They are not yet sure about the newsletter and may continue with existing communication channels. There is a coordinator meeting	
5	<p><b>HWF</b></p> <p><b>5.1 Recent bids awarded</b> - report noted</p> <p><b>5.2 Overdue monitoring reports</b> – EMacK will check the Disability report with Jackie as this is believed to have been completed.</p>	Standing agenda item
6	<p><b>Network Matters</b></p> <p><b>6.1 Coordinators protocol</b> – Noted and formally adopted for coordinators.</p> <p><b>6.2 Pyramid Scorecard</b> – there was a discussion about the circulated draft template with performance measures.</p>	<p>Standing agenda item</p> <p>AMcG will resend email to co-ordinators requesting annual report, and date change agreed to end April 2014.</p> <p>All to review PDF of Pyramid Scorecard and send comments to AMcG by 14 Feb 2014</p>
7	<p><b>Early Years Collaborative (EYC)</b></p> <p>Liz Strang advised the group that there is funding of £80k and the closing date for applications is 31 Jan 2014 with the money having to be spent by 31 March 2014. Liz will send AMcG the link as not all present were aware of this. Grant prospects should use PDSA (Plan Do Study Act) model from EYC. The EYC is currently up to age five but may soon increase to age eight. Liz explained the concept of EYC and distributed a handout now attached to these minutes.</p> <p>Liz will attend HWBP annually to give an update.</p> <p>EYC will be further discussed at the development day in Inveraray on 18 Feb 2014.</p>	
8.	<p><b>Health Asset Mapping</b></p> <p>Paper circulated for noting.</p>	

	Asset mapping is currently underway throughout Argyll and Bute.	
<b>8</b>	<b>Any Other Business</b>  None	
<b>9.</b>	<b>Date, Time &amp; Venue of Next Meeting</b>  <b>22 April 2014, 10:30 in Aros Boardroom</b>  <b>Mental health will be the topic update.</b>	Ideas to AMcG by end Feb.