

<b>Name of Meeting:</b>	Health & Wellbeing Partnership
<b>Date:</b>	21 July 2015
<b>Venue:</b>	Aros Boardroom
<b>Chair:</b>	Alison McGrory
<b>Attendees:</b>	Antonia Baird, David Cowley, Dee Hancock, Eleanor Sloan, Ann Horn & Morevain Martin By VC: Susan McFadyen, Eleanor MacKinnon & Alison MacKenzie
<b>Apologies:</b>	Liz Peat & Cath Cakebread
<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
2.	<b>Previous Minutes</b> Approved	
3.	<b>Matters Arising</b>  <b>3.1 JHIP</b> – short life working group – it was decided that this would be an agenda item at the Get Together in October and the output from that brought to the January 2016 Partnership meeting for further action/discussion.	<b>AMcG to have included in October agenda &amp; JD for January HWP agenda</b>
4.	<b>HWF</b>  <b>4.1 Recent awards</b> – the paper was noted and that it is the primary priority that is now identified as part of this report. It was noted that to date most awards have had Mental Wellbeing as the primary priority.  It was clarified that bids in relation to recurring costs should not be considered favourably.  <b>4.2 – Changes to invoicing</b> – the paper was noted and the difficulties bedding in	Standing agenda item

	<p>the new “no PO, no pay” policy discussed.</p> <p><b>4.3 – overdue monitoring reports/case study template</b> – a column will be added to the report to show status i.e. whether further action is required to secure a monitoring report or whether the project provider is now prohibited from applying for further funding. Morevain will provide a summary for HWF 27 12-13 to conclude and will remind on HWF 50 12-13 as this TV company are being used for other NHS work. HWF 17 13-14, Eleanor Sloan will enquire if an extension is required as this project is now up and running.</p> <p>The case study was completed by Dee to establish how it is to use; the text boxes are small and might prove inadequate for larger projects. It was agreed that the priority box could be removed from the fiscal part of the form (page 1) and that completion of page 1 is mandatory. It was also agreed that that the case study (page 2) is seen as an example template for those who do not already have a case study type report they use.</p> <p><b>4.4 – Terms of Reference</b> – the following changes to be made were noted: <b>Attendees:</b></p> <ul style="list-style-type: none"> <li>• Carol Flett to be added</li> <li>• Eilidh Gillies to be removed</li> <li>• Alex Purdie replaced by David Crowley</li> <li>• Domestic Abuse Partnership is now Violence Against Women and Eleanor Sloan will represent VAW Partnership A&amp;B Addictions Team – Rep is Cath Cakebread</li> <li>• A&amp;B Council Homelink – remove as now part of Education</li> <li>• Police Scotland to be added and a rep. sought</li> <li>• Elected member to be added and rep. sought</li> </ul> <p><b>Further Stakeholders-</b> Audrey Baird to be replaced by Antonia Baird.</p>	<p><b>MM/ES for action</b></p> <p><b>JD to remove priority box from P.1 and update the monitoring paperwork in the database</b></p> <p><b>AH will seek to obtain a Police and Elected Member reps.</b></p> <p><b>JD to update changes to ToR and circulate with minutes</b></p>
5.	<p><b>Health &amp; Wellbeing Development Day</b> The date is now 21 Sep. 2015 – please note</p>	

	<p>this change. The main topic is Social Prescribing; anyone wishing to attend should register with Karen MacLagan - <a href="mailto:k.maclagan@nhs.net">k.maclagan@nhs.net</a>.</p>	
6.	<p><b>Asset Mapping</b>  The linking between MILO and ALISS was discussed and Alison Mcgrory explained that ALISS is a portal and changes made there should update to other systems. Dee has completed her Asserts list; Alison Mcgrory will email coordinators with information regarding next steps. <a href="mailto:k.maclagan@nhs.net">k.maclagan@nhs.net</a> will do the bulk uploading.  This will be picked up in October at the Get Together.</p>	<p><b>AMcG to email coordinators re next steps</b></p>
7.	<p><b>Foodbanks</b>  Papers are to be provided for circulation by both Ann and Morevain who spoke to the group about the Foodbanks in their areas; Kintyre and Helensburgh respectively.</p> <p>Ann described the Kintyre Foodbank which has been up and running for a year and is becoming busier. Reasons to use the Foodbank range from sanctions on benefits to no free school meals during school holidays. The Kintyre Foodbank was started by two Homestart volunteers who recognised the need and went on to do something about it.</p> <p>Morevain spoke about the development since opening in 2013 of the Helensburgh Foodbank and the two satellite sites in Garelochhead and soon to be Rosneath. The Foodbank is well supported by local businesses including Waitrose and have been provided with premises for food storage etc. by HM Clyde and Red Cross. The reasons to use the Foodbank are the same as in Kintyre. Bags are made up with tinned and packet foods, nutritionally balanced and to suit, single, couple, family with less than and more than 3 children. A food bag is designed to last 3 days. As part of the process people are signposted to other services as appropriate to their needs. Currently the Helensburgh Foodbank and Citizens Advice Bureau (CAB) are submitting a joint bid to the Integrated Care Fund (ICF) for funding to employ a CAB benefits advisor to work from the Foodbanks as problems with benefits is the most</p>	

	<p>common reason for people to use Foodbanks.</p> <p>Alison Mackenzie reported low uptake of Healthy Start vouchers and will email the coordinators with information re these and other changes affecting nursery hours for cascade and display at Foodbanks.</p> <p>Morevain Ann and Alison will work together to establish where all Foodbanks and similar organisations distributing food are in A&amp;B and will bring this information back to the group to decide what the strategic direction of this group is in this regard and what action should be taken by this Group; one suggestion is a paper to CPP.</p>	<p><b>AMcK to circulate information re Healthy Start Vouchers and nursery hours</b></p> <p><b>AMcG/AH/MM to report on Foodbanks in A&amp;B</b></p>
8.	<p><b>EYC &amp; GIRFEC</b></p> <p>Links locally between EYC &amp; GIRFEC and HW Networks vary. Eleanor MacKinnon reported no GIRFEC meeting in Oban for some time. It was suggested that there might be a missing reporting link higher up. Alison McGrory will contact Annemarie Knowles to discuss how to improve links between GIRFEC and HW Networks.</p>	<p><b>Alison Mackenzie will circulate EYC Key Change Areas for information</b></p> <p><b>AMcG to discuss with Annemarie Knowles</b></p>
9.	<p><b>Integrated Care Fund (ICF)</b></p> <p>Alison McGrory spoke about the 1.84 million that A&amp;B has for the next three years to sustain the work of RCOP and extend for all adults with multi morbidities and to promote prevention. The £90,000 awarded from the ICF to the HWP is to be split as follows: £50,000 for small grants to be allocated in the same way as the HWF monies and £40,000 is to be used to support other HWP work, to be discussed at the Get Together in October.</p>	<p><b>JD to update HW networks allocations in the database to include ICF monies</b></p>
10.	<p><b>Public Health Review</b></p> <p>Antonia spoke to her attendance at this review day in Inverness. A number of issues were discussed e.g. what opportunities might be offered from Health &amp; Social Care Partnerships. The Inverness event, one of four events, dealt specifically with rural issues. A report has been produced but no recommendations are made within that report.</p> <p>Alison McGrory explained that it has not been decided as yet where Public Health</p>	

	sits within the Argyll & Bute Health & Social Care Partnership but that we should know more at the next HW Partnership meeting in October.	
11.	<p><b>Any other Business</b></p> <p><b>11.1 – HWP wide bid</b> – Antonia spoke to the Argyll talking Newspaper bid. It was agreed that this would be supported by 6 Networks (exceptions are Helensburgh &amp; the Islands) £178.33 each (Cowal &amp; Mid Argyll are now into the ICF part of their allocation for budget coding purposes). Mid Argyll and one other Network to score and the combined average score will be adopted across all Networks funding this bid.</p> <p>Antonia brought a further bid for consideration by the HW Partnership as there had been concern expressed by the Mid Argyll Network regarding this Branching Out Toolkit bid from Argyll &amp; the Isles Coast &amp; Countryside Trust (AICCT) as AICCT have already received funding from Public Health. Alison explained that the PH funding is start up and the bids will be for specific equipment and should be scored by Networks in the usual way. Strategically the HWP is happy for these bids to be considered.</p> <p>Cowal have already scored and will fund provided sufficient funding is obtained for the project to go ahead.</p> <p><b>11.2 Health Improvement Annual Report</b> – noted Reminder from Alison McGrory that the <a href="https://www.facebook.com/healthyargyllandbute">https://www.facebook.com/healthyargyllandbute</a> is up and running.</p>	
12.	<p><b>Date of next meeting</b> The next meeting will take place on Tuesday 20 October 2015 at 10.30am.</p>	