

Urram Board Meeting Notes 5th September 2022 9.30 am via Zoom

		Action
1	<p>Welcome and apologies Present: James Hilder, Elizabeth Carmichael, , Sally Semple, Gill Calver, Jenni Hodgson, Ali Upton, Phil Simpson , James Campbell and Louise White, Natalie Rodgers Apologies: Claire Cameron, Denise Anderson</p>	
2	<p>Minutes of the last Meeting (July) approved Sally seconded Ali</p> <p>Matters arising not covered on the agenda</p> <p>Vision statement- roll over to next meeting- to keep in mind comments from public re not 'actually' providing care. Formal acceptance of James Campbell as trustee. Proposed Jenni and seconded Sally</p>	Louise/Natalie
3	<p>Finance £16,186.34 in the bank. Jenni progressing audited accounts with Kirsty and unless quote is significantly over £500 will arrange with her.</p> <p>Draft budget was circulated and if with no further income Urram can continue until end of January. Louise Jenni and James to meet to finalise proposal to put to the board.</p> <p>James has been in touch with Pamela Cremin to see if we were successful for our capacity funding bid. She is on holiday this week.</p>	Jenni Jenni/James/Louise
4/5	<p>Services update Ticking along well. Two new clients recently and five volunteers came forwards at the sunart show(two drivers and three befrienders) Having conversations about one off befriending opportunities for DM residents which is positive and residents recently attended the social drop in group in Strontian. HTS very busy- trying to share out journeys between volunteers. Seven trips this week alone. Lunch club- starting in the sunart centre, youth volunteers will cook and facilitate the club. Urram will promote and provide transport as required. A good emerging partnership. Acharacle social group is well established and Treslaig starts this week. Started a database of number of visitors to social groups and volunteer benefits- for evidence for funding applications.</p>	
6	<p>Dail Mhor House Following email with Karen- Anne Wilson, James spoke with her and confirmed the following; Standards of care being delivered are very good which is great work by the whole Dail Mhor team. Still waiting for the Care inspectorate report but a toilet and tap was condemned.</p>	

	<p>Soft furnishings need to be able to be wiped down so new furniture is required.</p> <p>New Manager Hannah Hardy- managing both DM and the Mackintosh Centre in Mallaig.</p> <p>Big recruitment issue and recruiting for two full time posts.</p> <p>No new respite has been taken as staffing is so precarious, although new respite in today.</p> <p>No grand plan and no plans to close.</p> <p>James ensured that KAW knows that redevelopment is a several year project and we are concerned to keep DM open, to retain jobs etc.</p> <p>Asked that within our partnership working we would be kept informed if and when a plan emerges or if there is threat of closure.</p> <p>Acknowledged that the unsecure future of DM makes recruitment difficult.</p> <p>A review of Care at Home Lochaber is imminent. Previously c@H has been managed from Skye but a new post Band 7 FTE will be based in Lochaber and first job will be to review care at home in Lochaber.</p> <p>James will follow up phone conversation by email.</p> <p>The board agreed not to write to the Lochaber times at this time, and agreed it would be a positive position to be in where communications regarding DM can be joint or collaborative communications with NHSH.</p> <p>The Board discussed a response re email from member of public asking about Urram’s approach to engaging with NHSH</p> <p>Louise to draft a reply, Sally to support.</p>	<p>James</p> <p>Louise/Sally</p>
8	<p>Job roles and direction going forward.</p> <p>Louise outlined what was proposed in the paper which recommends revised roles for both Louise and Natalie and when funds allow the recruitment of an Admin worker.</p> <p>The board agreed this was a good course of action.</p> <p>Conversation was had around the recruitment of an assistant if it is possible. They would mostly be involved with services and hence Natalie would be their line manager. Louise and Natalie to be involved in the recruitment process and to ensure the positive culture and working ethos is maintained with an additional member of staff. Careful recruiting required!</p> <p>Wherever the person is situated it can be beneficial to Urram and at the same time require management adjustments.</p> <p>It is anticipated that job proposals can be continued until the end of January if no further funding comes to fruition.</p> <p>James H and Ali to prepare short term contracts, and finalise job descriptions and HR paperwork on this basis. Gill asked for cost of living increase to be factored in. Staff handbook also needs writing. VAL/Car Gomm might have drafts for editing.</p>	<p>James Hilder, Ali</p>
9	<p>A.O.B</p> <p>Ian Thomson from NHSH and Becs Barker from Community Contacts team joined the meeting, for conversations around SDS support, place based commissioning and strategic thinking for the future.</p> <p>Becs- part of the community contacts team- funded to assist individuals and others with support in accessing and unlocking SDS support. Supporting those who are administering their own support fund, either through choice or thrust</p>	

	<p>upon them through circumstance. Giving lots of support of how to manage the fund and employ personal assistants directly. Also involved in policy/strategy and improving SDS. Becs can support us or the individual directly if we get any requests for support using SDS. Will support in any way we need or wish by sharing knowledge and experience and making connections. She is there to make accessing support easier and better.</p> <p>Ian Thomson, Head of Service: Quality Assurance; Adult Social Care, and lead on SDS strategy for highland. On the same page as Urram wanting to facilitate better care, in a time NHS are unprecedentedly challenged, statutory services are under pressure and focus is on the urgent. Ian wants to take the opportunity to look at circumstances differently and see what happens if statutory services and care systems are combined with what communities can offer to facilitate better levels of care. There is an opportunity to explore some of this with Urram (who are a good example of playing an active role in supporting statutory services) Ian and Becs want to offer their expertise to help Urrams' decision making, with a bigger goal of seeing place based commissioning; Here is what we have, Here is what we need, together how can we meet this need- to shape the future of hands on care in our communities. Ian wants to help facilitate some of these conversations; with communities, with NHS, with other partners.</p> <p>Current engagement with NHS has been around the buildings- but on the back of the feasibility report- we need to facilitate wider conversations of what could care look like, what new opportunities are there to meet the need. These conversations need to happen both in the community and as partners with NHS- grown up conversations that have real opportunity to shape change in the system that would meet the needs of those on the margins in bizarrely remote communities(😊).</p> <p>If our bid for capacity funding is supported by NHS then it is a good time to invite people around the table and initiate these conversations.</p> <p>Action points;</p> <ol style="list-style-type: none"> 1. Louise and Natalie to remain connected with Becs and Ian- keeping in touch when we have questions- on a more focussed here and now support level. 2. Contextualise the communications regarding the feasibility report with a message about wider questions regarding care in our communities, inviting communities to a continuing conversation and asking NHS etc to strategize with us- engaging different strands of the organisation to a wider conversation meeting. <p>Key questions What is the need of our communities? What can Urram realistically do? What does Urram want to do?</p>	Ali
	<p>Date of next meeting – 11th October 21st Nov Proposed dates: 9th January, 13th February, 27th March, 8th May, 19th June</p>	