

## Urram Board Meeting Notes 31<sup>st</sup> July 2023

		Action
1	<p><b>Welcome, apologies, and introductions.</b>  Present: James Hilder, Elizabeth Carmichael, Gill Calver, Louise White, Natalie Rodgers, Sally Semple, Ali Upton, Denise Anderson, Karen-Anne Wilson (District Manager - Lochaber NHS), Ian Thompson (Head of Service: Quality Assurance; Adult Social Care)  Apologies: Claire Cameron (Programme Manager Adult Social Care projects NHS) Hannah Hardy (Care Home Manager- Dail Mhor NHS), James Campbell, Jenni Hodgson, Bryan Gregg</p>	
2	<p><b>Minutes of the last Meeting (May) Approved</b> - proposed: Elizabeth, seconded: Sally</p> <p><b>Things not covered elsewhere.</b>  Social impact group - first meeting date nearly sorted.  Steering group met on 17<sup>th</sup> July to consider more detailed operational work.</p>	
3	<p><b>Finance</b>  a) Bank balance unavailable</p> <p><b>Funding</b>  b) CRF - Housing needs survey. EOI accepted and Louise working on full application. Karen-Anne agreed to write a letter of support and Gill highlighted that Glenborrodale often gets missed out - to be sure to include as a community.</p>	Karen-Anne Wilson
4	<p><b>Services Update</b></p> <p><b>Befriending</b>  No real big updates. All going fine.</p> <p><b>Social groups and lunch clubs</b>  All running smoothly, Lochaline is only once a month over the summer and will resume fortnightly from September.</p> <p><b>Transport</b>  Recruitment of a few more volunteers at the Morvern Games.  Elizabeth shared positive feedback from a recent client.</p> <p><b>Electric car and car club update</b>  Louise collected the new car today. Hope to have stickers approved and done in the next couple of weeks. The new charge point is installed in Acharacle.  Change of insurance provider due to the car club coming soon. Tracy can now work on accurate costings and associated paperwork.</p>	

5	<p><b>Care at home</b></p> <ul style="list-style-type: none"> <li>a) Personal Assistant Brokerage. Following conversation with charity in Shetland, we will not be doing more on this at the moment. It is very time consuming, and we don't yet have the capacity.</li> <li>b) Sunflower Care - launch meeting in Lochaline with Highland Hospice on the 21<sup>st</sup> August – all Directors who can attend to support would be appreciated.</li> </ul>	Natalie
6	<p><b>Dail Mhor House</b></p> <p>NHS are still chasing for a final figure from Estates Dept, to agree works required funded jointly with Highland Council to complete the necessary renovations in Dail Mhor. Unfortunately, there has been another resignation within the team, so still recruiting and unable to reopen at the moment due to staff shortages. Existing team members fully utilised at Invernevis House.</p> <p>KAW had circulated a letter and now confirmed the temporary suspension of services at the Mackintosh in Mallaig due to a staffing crisis. A couple of resignations and a maternity leave meant operations could not be maintained and reluctantly the service has had to close. Agency staff will not travel that far to cover the rota. As yet have been unable to cover the registered manager's maternity leave. Helen Maclean from Invernevis is covering as a temporary measure. Residents have been guaranteed two months for relocation and they will be offered a bed in Lochaber. Staff will be redeployed elsewhere in Lochaber or for care at home. Big upheaval for staff and residents and Sally offered our sympathy- a perfect local storm of a national problem. Karen-Anne is doing all she can to keep the Mackintosh open whilst there's a chance they could.</p> <p>James asked if Karen-Anne would share the Dail Mhor job adverts so we can also advertise and help with promotion – importantly KAW is happy to take staff who only want to work in Dail Mhor as anecdotal feedback from Urram Board members is that more folk would re-join the service if Dail Mhor was the place of work.</p> <p>Highland Council would like to tie up the contract with Urram for using the office space. Louise to confirm with KAW.</p>	<p>Karen- Anne/ Natalie/ Louise</p> <p>Louise</p>
7	<p><b>Programme Initiation Document</b></p> <ul style="list-style-type: none"> <li>a) Ian Thomson presented the paper and all board members agreed to support the proposal. Ian will liaise with Ali, Louise, and Natalie to figure out next steps. Discussion is recorded separately.</li> </ul>	
8	<p><b>Dail Mhor/Wellbeing Hub</b></p> <ul style="list-style-type: none"> <li>a) District heating- invitation to submit application for feasibility in to a district heating system</li> <li>b) GP Surgery- JH and LW met with Allan Wilson, Head of Estates NHSH, to discuss. Broadly supportive of community providing a building which NHSH will rent on say 30-year lease, and keen to help us get things moving. Needed to have further conversations with Head of services. i.e., If the GP practice confirm their requirements and commitments to a Strontian base, then it will be Allan's job to programme in a new facility.</li> <li>c) Housing Commitment from Highland Council - No further update- chasing John McHardy for a meeting.</li> </ul>	

9	<p>Staffing</p> <p>a) Tracy has lots of work on, and as there is funding available it was agreed to increase her hours to 10 hours per week. Tracy was interested in this. Louise to speak to Tracy and liaise with Jenni re payroll.</p> <p>b) Louise was finalising contracts for Natalie and Louise, which highlighted the funding gap for Louise's salary. James to write to Pamela Cremin ahead of next weeks meeting.</p>	<p>Louise</p> <p>Louise/James</p>
10	<p><b>A.O.B</b></p> <p><b>AGM 4<sup>th</sup> September</b> Ali and Elizabeth send their apologies. Aim is to have some presentation boards and various voices, sharing what we are doing, what we are trying to do, and what we have achieved. Invite lots of people- councillors, community councils, members etc. James will write again to Acharacle CC.</p> <p>Sharing positive stories will help alleviate some negative ones. The videos that Natalie is editing will be ready by then.</p> <p><b>Date of next meeting – 11<sup>th</sup> September 9.30am</b></p> <p><b>Future dates:</b> 23<sup>rd</sup> October 9.30am</p> <p>Evening! 4<sup>th</sup> December 7.30pm (mince pies and mulled wine optional!)</p>	<p>ALL</p>