

**KIRKCALDY & LEVENMOUTH CHP**

**LOCAL MENTAL HEALTH PARTNERSHIP**

**Date:** 9<sup>th</sup> April 2008

**Present:** Roslyn M Blair (Chair) Fife NHS Addiction Services  
Vera Scotland, Carer Representative  
Stuart Pryde, Fife Families Support Project  
Jackie Hancock, Adult Psychology, NHS Fife

**Apologies:** Dr Judith Burgess, Psychiatrist, NHS Fife  
John Dow, Today Group  
Sharon Rodger, Fife NHS Mental Health Service  
Dr. Chimene Taylor, GP  
Sheena Robertson

**In attendance:** Fiona Boyce (minutes)

**1. Welcome and apologies:**

- Roslyn welcomed everyone to the meeting and noted apologies given.

**2. Minutes of Previous Meeting:**

- No corrections were noted. Minutes were approved and passed as a true record.

**3. Matters arising:**

- 3.1 John Dow raised the issue of the peer support worker post not being advertised at the mental health SIG. John to bring back at next meeting.
- 3.2 Roslyn still has not received any response from Graham Monteith  
**ACTION: ROSLYN TO PHONE GRAHAM**
- 3.3 Advice Coordinating Empowerment (ACE) Project has now achieved permanent funding and no longer needs to be considered by the LMHP group.
- 3.4 Roslyn forwarded the Careers Priorities to Dr Chimene Taylor
- 3.5 Stuart informed the group that both he and Ken attended the acute in-patients Forum which was well attended. There was a general discussion on what the remit should include and what membership should be involved. A draft remit and membership will be drawn up and made available in due course.

#### **4. Public Partnership Forums - Consultation and Involvement Work:**

4.1 Roslyn distributed a letter which was received from George Cunningham. A discussion ensued and it was agreed that Roslyn would contact the Chair of the forum and when there is a firmer draft action plan it should be feed back to the forum.  
**ACTION: ROSLYN**

4.2 Invite a member of the PPF to a LMHP meeting to give a 15minutes presentation on the role of the Public Partnership forum.

**ACTION: ROSLYN**

4.3 Roslyn informed the group that Julie O'Neill, Clinical Coordinator is developing the CHP web page. It was agreed that the Action Plan along with Minutes, Agenda and other related materials to be made available through the web page. Roslyn will feedback to the group when the page will be up and running.

**ACTION: ROSLYN**

#### **5. K&L LMHP Finance '07-'08:**

5.1 Roslyn distributed a financial spreadsheet to the group for information and stated that there are no old services funding included and it is new monies that are detailed on the document.

#### **6. Action Plan:**

Roslyn informed the group that the plan is split into 6 sections and some of the contents may need to be re-arranged into the correct sections and Roslyn welcomed amendments etc. One additional item is included on the circulated draft. Stuart sent round to all the voluntary sectors in the area that he had on the database and Frae Fife responded with the issues on language barrier.

6.1 Reduce the language barrier in treatment services & .....:

**Lead:** Stuart

**Action:** Stuart to complete

**Resources Required:** None

**Outcome:**

**Timescale:** 3 months

**Monitoring Arrangements:** SIG Minutes

**Target Reference:** DF MH

6.2 Reduce the isolation of people with Mental Health Problems:

**Lead:** John (Advocacy) Stuart (Peer Support & NSF Project)

**Action:** Stuart and John to complete

**Resources Required:**

**Outcome:**

**Timescale:** 1 year

**Monitoring Arrangements:**

**Target Reference:**

- 6.3 Mental Health Alert Card:  
 Will be included in plan as a watching brief.  
**Lead:** Stuart  
**Action:** Stuart Pryde to complete  
**Resources Required:** None  
**Outcome:**  
**Timescale:** 18 months  
**Monitoring Arrangements:** Report to group  
**Target Reference:**
- 6.4 Equitable Access to effective psychological treatments:  
**Lead:** Jackie/Oonagh  
**Action:** Jackie & Oonagh to complete  
**Resources Required:** None  
**Outcome:**  
**Timescale:** 1 year  
**Monitoring Arrangements:** Report to group  
**Target Reference:** com 4
- 6.5 Promote alternatives to anti-depressants:  
**Lead:** Jackie/Oonagh  
**Action:** Remove ACE project item  
**Resources Required:**  
**Outcome:**  
**Timescale:** 3 months  
**Monitoring Arrangements:** Report to group  
**Target Reference:** Comm 1
- 6.6 Promote the inclusion of Clinical Psychology.....:  
**Lead:** Jackie/Oonagh  
**Action:** Jackie/Oonagh to complete  
**Resources Required:** Jackie will put together costings (minimal & ideal scenarios)  
**Outcome:**  
**Timescale:** 1 year  
**Monitoring Arrangements:** report to group  
**Target Reference:** commitment 2 & 4
- 6.7 Promote Child & Family Clinical Associates in GP surgeries:  
**Lead:** Jackie/Oonagh  
**Action:** Jackie/Oonagh to complete  
**Resources Required:** None  
**Outcome:**  
**Timescale:**  
**Monitoring Arrangements:** Report to group.  
**Target Reference:**

- 6.8 Promote the early detection of dementia.....:  
**Lead:**  
**Action:** Roslyn will ask Ken & Sharon to complete this section.  
**Resources Required:**  
**Outcome:**  
**Timescale:**  
**Monitoring Arrangements:**  
**Target Reference:**
- 6.9 Support for psychiatry patients on waiting list:  
**Lead:**  
**Action:** Roslyn will ask Ken & Sharon to complete this section.  
**Resources Required:**  
**Outcome:**  
**Timescale:**  
**Monitoring Arrangements:**  
**Target Reference:**
- 6.10 Involve service users and carers in the professional development.....:  
**Lead:** Sharon  
**Action:** Roslyn to ask Sharon to complete  
**Resources Required:**  
**Outcome:** list of what professionals attended and who was invited.  
**Timescale:** 1 year  
**Monitoring Arrangements:** report to group  
**Target Reference:**
- 6.11 Provide training for carers in Mental Illness:  
**Lead:**  
**Action:** Stuart to complete. Change title to “Increase knowledge & confidence of Carers in Mental Health” Stuart to fill in section and include watching brief for Alzheimer’s and tie in Education courses.  
**Resources Required:**  
**Outcome:**  
**Timescale:**  
**Monitoring Arrangements:**  
**Target Reference:**
- 6.12 Promote the involvement if service users in Physical Exercise:  
**Lead:**  
**Action:** Roslyn & Billy to re-word and fill in section  
**Resources Required:**  
**Outcome:**  
**Timescale:**  
**Monitoring Arrangements:**  
**Target Reference:**

Physical Health checks to be confirmed with Judith.

**ACTION: ROSLYN**

6.13 Promote greater partnership working between substance use services.....:

6.13.1 Roslyn will re-word objective title. Roslyn suggests that there is a sub group established for substance use issues. Similar to the model in West Fife. The sub-group would feed directly in to the LMHP. Roslyn will bring this back to the next meeting as an agenda item. **ACTION: ROSLYN**

6.14 Identify gaps in current services:

**Lead:** Dr Taylor (1)

**Action:** Roslyn to ask Ken if he would complete the 2<sup>nd</sup> section of this item. Watching and promoting brief.

**Resources Required:** None

**Outcome:**

**Timescale:** 1 year

**Monitoring Arrangements:**

**Target Reference:**

6.15 Identify resource pressures for services:

**Lead:** Roslyn

**Action:** Re-word Objective Title, include Psychology accommodation pressure and mapping exercise to be done.

**Resources Required:**

**Outcome:**

**Timescale:**

**Monitoring Arrangements:**

**Target Reference:**

6.16 Impact on in-patient care changes:

**Lead:** Stuart

**Action:** Stuart to draft up watching brief

**Resources Required:**

**Outcome:**

**Timescale:**

**Monitoring Arrangements:**

**Target Reference:**

## 7. AOCB

- 7.1 An update on Carer Information Strategy to be put onto agenda in foreseeable future. Stuart will feedback to group.
- 7.2 Long Term Care Team (LTC) Levenmouth have asked if someone from the group would be able to attend the event on 14<sup>th</sup> May between 1-5pm to give a 5min update presentation but the group felt that it was not possible at this time therefore Roslyn will send apologies.
- 7.3 The lack of Social Work representation at the LMHP has been an ongoing issue and Roslyn will contact Sheena Robertson as she has never attended and on one occasion Sheena sent David Anderson as a representative. Roslyn would like to formally write to Sheen and highlight how important Social work representation is to the LMHP meetings and if she finds the timing of the meetings inconvenient then could she send a deputy that could attend regularly. Roslyn will bring this back at the next meeting. **ACTION: ROSLYN**

## 8. Dates of next meetings

28 May 2008	Seminar Room, WBH	10am -12noon
9 July 2008	Seminar Room, WBH	10am -12noon
10 September 2008	Seminar Room, WBH	10am -12noon
26 November 2008	Seminar Room, WBH	10am -12noon

**Minutes taken by Fiona Boyce**