

KIRKCALDY & LEVENMOUTH CHP

LOCAL MENTAL HEALTH PARTNERSHIP

Date: 28th May 2008

Present: Roslyn M Blair (Chair) Fife NHS Addiction Services
Vera Scotland, Carer Representative
Stuart Pryde, Fife Families Support Project
Rosemary Francis, Social Work Services
Ken Quinn, NHS Fife
Dr Judith Burgess, Psychiatrist, NHS Fife

Apologies: John Dow, Today Group
Sharon Rodger, Fife NHS Mental Health Service
Dr. Chimene Taylor, GP
Billy Moyes, Barony Housing Association
Oonagh Williamson, Clinical Psychology
Jackie Hancock, Clinical Psychology

In attendance: Fiona Boyce (minutes)

1. Welcome and apologies:

- 1.1 Roslyn welcomed everyone to the meeting and noted apologies given.
- 1.2 Rosemary Francis was welcomed to the group and relevant introductions were made.

2. Minutes of Previous Meeting:

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

3. Matters arising:

- 3.1 Roslyn has not been able to contact the Chair of the Public Partnership Forum as yet.
ACTION: Roslyn
- 3.2 A meeting has been arranged with Julie O'Neill to discuss the web pages.

ACTION: Roslyn

- 3.3 Apologies were sent to the Long Term Care Team on behalf of the team.

4. Membership

4.1 Rosemary has joined the group as a permanent representative from Social Work and would be replacing Sheena Robertson. Sheena wishes to be copied into future correspondence.

4.2 Still no success in contacting Graham Monteith. Contact has been made in the form of 2 emails, a letter and a phone call. Roslyn will contact Graham Buchanan to ask for his advice on the matter and who should be approached to join the group.

ACTION: Roslyn.

4.3 Dr Burgess expressed interest in Occupational Therapy being represented in the group. This idea of representation was agreed by the group and Roslyn will send a letter to Ally Hynie forwarding an invitation for membership to the group. Rosemary pointed out that if the route of Ally Hynie was unsuccessful then she knew of an alternative option of Helen Poletylo.

ACTION: Roslyn

4.4 It was agreed at the New Voluntary Sector Forum they would elect representatives for strategic groups like the LMHP and the group agreed that Billy and Stuart would represent along with Diane Foster from Clued-up who would act as the 3rd rep. Since Billy is unavailable for the foreseeable future Diane will be asked to step in and be the 2nd rep until Billy returns. Roslyn will forward her the last few minutes and relevant paperwork to bring her up to speed.

ACTION: Roslyn

5. Action Plan

5.1 Roslyn gave her apologies to Sharon and Ken as she has been unable to physically speak to them regarding their input to selected sections on the plan. Ken will complete the relevant sections of the action plan with Sharon.

ACTION: Ken & Sharon

5.2 Whilst still at the draft stage items maybe removed in order to make it more realistic. Some issues can be put into appendix's especially with regards to finances and gaps in service.

5.3 Judith has not had a chance to give her input and therefore will forward Roslyn by email, ideas and issues she would like to be included.

ACTION: Judith

5.4 There has been no Social Work input. Fiona will forward a draft action plan for Rosemary to review and included her input.

ACTION: Fiona

5.5 Black and Ethnic Minority Group (BME) section will be compiled by Roslyn and will be included into the Partnership section.

ACTION: Roslyn

5.6 Members have been asked to submit their completed sections and forward to Roslyn within the next 4 weeks in order for her to prepare a finalized draft of the action plan and be able to distribute this before the next meeting in July.

ACTION: All

6. Addiction Service Review

- 6.1 Roslyn distributed a short version. The full version of the Addiction Service Review document will be circulated with the minutes from this meeting. It was agreed to discuss the implications for the group in full at the next meeting.
- 6.2 Roslyn will have a meeting with Bob McLean/Les Bissett to see what their views are in the strategic directions as it is very unclear how the LMHP group will be able to fit into both the DAAT and Mental Health SIG. **ACTION: Roslyn**
- 6.3 A sub group was suggested at a previous meeting to be set-up to action Commitment 13 which would have been a short life working group. However, with this wider remit from the Mental Health SIG, it would be a longer life group until all NHS recommendations have been actioned. It was agreed that Roslyn would chair the sub-group and start to pull together a membership list. **ACTION: Roslyn**

7. AOCB

- 7.1 Stuart informed the group of the feedback from the 1st Carer Education Course that was held in the Levenmouth area which proved to be very positive and there will be a similar course held in Kirkcaldy at the end of September beginning of October. During these courses there is a chance to voice personal experiences and take part in workshops and there will also be stalls containing more information from different service providers.
- 7.2 Roslyn noted that the 9 projects that the LMHP group funds should have reports submit in the form of brief A4 page before the next LMHP meeting.
- 7.3 Roslyn has been asked if anyone from the group would like to join a group to design a funding evaluation form with North East & Glenrothes LMHP. Roslyn will ask Jackie or Oonagh if they have any suggestions but Stuart will step in if need be. **ACTION: Roslyn**
- 7.4 Ken has set up a carers sub group meeting which consists mostly of Staff Nurses, ideas is to develop a better relationship between carers, nurses, patients and families.

8. Dates of next meetings

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