

**MINUTE OF MEETING OF THE HIGHLAND SENIOR CITIZENS NETWORK HELD AT INSHES CHURCH,
INVERNESS AND VIA ZOOM ON MONDAY 27 MAY 2024 AT 10:00**

Present: Ian McNamara, Chair
Isla Cuthbert (Zoom)
Robert Kay
Lesley McDade
Ann McKay
Brenda Nicolson
Joan Philip
Irene Robertson

In Attendance: Jo Cowan, Coordinator (Zoom)
Anne McDonald, Coordinator

Apologies – Linda Bailey, Brian Devlin, David Hannah, Councillor Isabelle MacKenzie, Rob Polson and Councillor Morven Reid

1 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were as noted above.

2 DECLARATIONS OF CONFLICT OF INTEREST

There were none declared.

3 MINUTE OF 29 APRIL 2024

The Minute of 29 April 2024 was approved.

Proposer: Joan Philip
Seconder: Ann McKay

4 MATTERS ARISING

(a) Charity Law

The Chair drew the Board's attention to the circulated summary from OSCR setting out the first of the changes to charity law contained in the Charities (Regulation and Administration) (Scotland) Act 2023 which came into effect on 1 April 2024. Some further measures would commence on 1 October 2024 and the remaining parts of the Act were planned to come into force in 2025.

(b) HSCN Non-Members

The Coordinators reported that they had updated the list of non-members who received the news-sheet as far as possible, noting that they had been unable to make contact with, or get a response from, everyone on the list. After discussion the Board agreed that the list would no longer be used. Those organisations with whom HSCN had a formal relationship or established channels of communication, such as NHS Highland and the Highland Council, would continue to receive the news-sheet while other non-members requesting a copy would be directed to HSCN's website to access the document.

5 NEW MEMBERS

The Chair advised that HSCN's membership currently comprised of 382 individual members and 107 groups.

6 TRUSTEES

The Chair was pleased to confirm that Linda Bailey was now a Trustee.

7 MATTERS ARISING

(a) Policies and Procedures

It was agreed that the review group would meet on 6 June 2024 to finalise the outstanding policies.

(b) 'Time Out' Meeting 12 April 2024

The Board noted Ann's circulated summary of the discussion that had taken place at the second 'time out' meeting on 10 May 2024. A strategic plan would now require to be drawn up based on the priorities identified at the meeting with regard to the Coordinators' activities, and also taking account of Trustees' responsibilities and roles they could undertake.

8 REGULAR REVIEWS

(a) Risk Register

No new issues had been identified. With regard to growing the membership, the Board acknowledged that the numbers were not static, gains and losses occurring year on year, and felt that this issue could be taken off the register.

9 NEWS-SHEET

The news-sheet would be ready for issue later this week.

10 FUNDING UPDATE

The Chair advised that a meeting with NHS Highland officers to discuss funding beyond March 2025 had not yet been arranged. He referred to the current contract between HSCN and NHS Highland covering the period April 2022 – March 2025, copy of which had been circulated. The contract, which was for the provision of a consultation and engagement service in Highland by HSCN, referred to Key Performance Indicators (KPI) that aligned with the work undertaken by HSCN and NHS Highland's strategic direction in relation to communication and engagement. The Board agreed that it would be timely to review the position and develop some KPIs that reflected what HSCN could realistically deliver in the future in view of the Coordinators' shorter working hours. It was felt that the KPIs should also reflect the wider involvement work undertaken by the Coordinators in addition to communication and engagement. It was remitted to Robert to draw up some KPIs for the Board's consideration.

11 OLDER PEOPLE'S CHAMPIONS – ISSUES FOR DISCUSSION

No issues were raised.

12 COORDINATORS' REPORTS

The Board received the Coordinators' circulated activity reports for May. Jo reported on the joint HSCN/Age Scotland Badenoch & Strathspey members' get-together in Kingussie on 20 May. This had been a successful event attended by both individual members and representatives of groups, providing an opportunity for them to engage with each other and share views. Robert had also been present at the event and had highlighted the scams awareness talks. The get-together had been followed by an information evening for the new Badenoch Men's Shed. Referring to the recent closure of Sight Action Sensory Services, Jo advised that an update on the position would be included in the news-sheet. She then reported on the work being done by 3 Glens Community Care, whose AGM she had attended on 13 May 2024, explaining that it was a small community charity formed in 2020 to meet specific needs of older people in local communities.

In her report, Anne gave details of several involvement opportunities. She highlighted Trustee involvement, noting Joan's attendance at a Scottish Fire and Rescue Service public consultation on 16 May 2024 to discuss the future shape of the service, and forthcoming stakeholder events being held by Scottish and Southern Electricity Networks which Lesley and Irene would be attending. Two new members had joined the regular participants in the tea-breaks. It was agreed that there would be no tea-breaks over the summer period.

13 MEETINGS ATTENDED

Reports were received on the following meetings:-

- Age Scotland Expert Friends 15 May 2024 (Chair). Discussion had taken place around the provision of activities for residents in care homes.

14 COMMUNICATIONS GROUP

There was no meeting in May. The Group would next meet on 10 June 2024.

15 SCAMS AWARENESS PEER SPEAKING PILOT

Presentations on several other topics having been developed, the Board agreed that an item should be put in the news-sheet letting the members know that these were now available in addition to the scams awareness talk.

16 FINANCIAL REPORT

The Board received and noted the circulated financial statement for April 2024.

17 AOCB

(a) Great Wilderness Challenge

The Chair reminded the Board that the Great Wilderness Challenge would be held on 17 August 2024.

(b) Reports/Issues raised by Trustees

- Reporting on a recent event she had attended in Inverness, Lesley outlined the format it had taken which she had found helpful and effective in generating engagement and discussion among the delegates. The Board agreed to give further consideration to Lesley's suggestion that HSCN adopt a similar format for its AGM/gathering in September.

18 DATE OF NEXT MEETING

The next Board meeting will be held at Inshes Church, Inverness on Monday 24 June 2024. The Zoom facility will be available for members who cannot attend in person.