**Community Councils Liaison Meeting**

**at Dingwall Medical Centre 17/7/2023**

**Attendees :**

Manuela Flueckiger, Practice Manager, Dingwall Medical Group (Chair and Minutes)

Christine Mackintosh, Marybank, Strathconon & Scatwell Community Council

Sadie Michaela-Harris, Garve & District Community Council

Bruce Morrison, Ferintosh Community Council

Ron McAulay, Strathpeffer Community Council

Jack Shepherd, Dingwall Community Council

Laura Kermath, Community Links Worker

**Apologies:**

Dr Miles Mack, Dingwall Medical Group

Charles Hepburn, Maryburgh Community Council

Norma Ross, Contin Community Council

Cai MacIver, Kiltearn Community Council

Frances Elspeth MacGruer, Muir of Ord Community Council

A Mackay, Killearnan Community Council

Connon Bridge Community Council in abeyance

Everyone was welcomed to the meeting by Manuela Flueckiger (Chair). Apologies were passed on from those unable to attend.

**Minutes 13/03/2023**

The minutes were confirmed by all attending.

Action update:

* So far only 3 Community Councils have submitted their postcodes to run a report to determine the number of patients signed up with DMG. Wait for another couple weeks before starting the reports to allow other Community Councils to provide their requested postcodes.
* The content of the poster created by Manuela Flueckiger is confirmed by all, but it would be nice to have it look more like a poster with some creative input. If anyone knows anyone who could do this please; it would be much appreciated! A concern was raised that patients in the Community Councils are not all registered with DMG. Manuela will contact the Practices in questions and suggest a collaboration on this matter. Will update when information is forthcoming. However, general consensus is to go ahead with the current poster.
* For text messaging to be sent regarding volunteer services in the Communities, we require the postcodes to identify the patients as previous action.
* Ron McAulay to pass on trishaw contact details to all after this meeting.
* Joint letter to Highland Council sent, now waiting for a response from Highland council

**Terms of Reference**

Terms of reference have been updated and all confirm these to be accurate. There is 1 minor wording to be changed which Ron McAulay will forward to Manuela Flueckiger for correction.

**Request for discussion items from participants**

**Links Community Support Worker – Laura Kermath**

In the last meeting it was requested to have to opportunity for an exchange with the Dingwall Links Worker to establish a good relationship to support each other. Laura Kermath has joined for the meeting and explains her role (see attached). There are currently 29 Links Worker in Highland, and all are allocated to a GP Surgery with a focus on socially and economically deprived areas. Patients can only be referred directly by GP’s for support, for example loneliness, isolation, depression, etc. Up to 8 sessions are available per client but they can happen when the patient needs them. Referrals to other services is possible.

The CC’s ask whether it is possible to get a number of patients requesting the service of the Links Worker. At the moment Laura doesn’t have any numbers as she only started and hasn’t had many referrals yet. There has been a break in Service between Heather leaving and Laura starting. She will see how she can record the information to share. She only knows about individuals in need of support when they come forward, ask for help, and are referred by their GP. The many who don’t ask for help are not on her radar.

There is common consensus between the CC’s and Laura that there is a need to work together. To start off with it is suggested that newsletters from the CC’s are shared with Laura so she knows what is happening in the relevant CC to point her patients in the right direction if appropriate. Laura is also willing to forward the CC’s contact details to patients for the patients to initiate contact. GDPR prevents information sharing the other way unless the patient signs a form to allow their personal information to be shared with their respective CC.

**Dingwall medical group update**

One of our GP’s has moved on to take on another opportunity, but we have been able to replace the GP. DMG has also been able to recruit a 2nd salaried GP in addition to the replacement candidate. We have one GP starting 4th September, and one starting 13th November

DMG still has a large number of students coming to the Practice for their placement, and we keep supporting GP trainees to become much needed GP’s in Scotland.

**Date of next meeting**

The next meeting date has been agreed to be Monday 2nd October 2023 at 2.30pm at the Health Centre (face to face). Alternatively it could be on Monday, 23rd October 2023 at 2.30pm. Please inform Manuela of your availability on these dates.

Meetings after October will take place on Teams to avoid winter travel.

Thank you for your attendance.

Manuela Flueckiger

Practice Manager, Dingwall Medical Group

**Action list**

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| **Action** | **Who** | **Completed** |
| Postcodes of Community Councils sent to Manuela Flueckiger | Community councils |  |
| List created with community council population vs number of patient for each community council in line with Postcodes provided. | Manuela Flueckiger |  |
| Review wording of Terms of Reference to ensure communication flow is both ways | Miles Mack  Manuela Flueckiger | Completed |
| Create poster highlighting the liaison work for community councils to use on social media and/or on notice boards | Manuela Flueckiger | Sent to CC’s for review |
| Explore text messaging from DMG to community council patients with info to volunteer services | Manuela Flueckiger |  |
| Invite Links worker to next Liaison meeting | Manuela Flueckiger | completed |
| Ron McAulay to pass on trike contact @ Dingwall academy to other community councils | Ron McAulay | Completed |
| Send a joint letter to Highland Council regarding the cycle path debris removal – await response | Bruce Morrison | 23/03/2023 |
| Manuela Flueckiger to share CC and Laura Kermath contact details with all for contact | Manuela Flueckiger |  |
| Community Councils to share current activities with Laura Kermath | All |  |
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