

LIBERTON & GILMERTON

NEIGHBOURHOOD  
PARTNERSHIP



HEALTH INEQUALITIES GROUP  
MINUTES OF MEETING OF TUESDAY 26<sup>TH</sup> FEBRUARY 2008  
IN SOUTH EDINBURGH PARTNERSHIP OFFICES  
13 NEWTOFT STREET, EDINBURGH, EH17 8RG.

PRESENT

Agnes Renton	C.E.C. Services for Communities
Lisa Rice	VOCAL
Wilma Nelson	LAHA
Moira Haston	NHS Lothian, Dental Health Promotion
Dr Carl Bickler	SELHP – Lead Clinician
Pat McKinnon	Keep Well Project
Mary McGibbon	S.E. Healthy Living Initiative
Nick Woodhead	S.E. Volunteer Centre
Ian Brooke	S.E. Voluntary Sector Support Project
Pam Speirs	C.E.C. Children and Families
Ann Jepson	Bridgend Community Allotment Project
Scott Donkin	South Edinburgh Partnership (Chair)
Madelaine Traynor	South Edinburgh Partnership

IN ATTENDANCE

Viv Thomson	NHS Scotland (National Services Scotland)
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PAPERS TABLED

- 1) Revised Agenda
- 2) **Agenda item 4.1** Justification document for Proposed Key Cross Cutting Initiative – Parenting from pre-natal to post high school transition stages
- 3) **Agenda Item 5.2** Slides from Nick Woodhead's presentation on Information Hubs
- 4) **Agenda Item 6.3** Sample letters from National Services Scotland
  - a. Removal from G.P. list (3 Letters)
  - b. Dental Practitioner Services
- 5) **Agenda item 7.6** Note of meeting from Older People's Services Group
- 6) **Agenda item 7.8** Minutes of Violence Against Women Cluster Group

*These minutes are fuller than normal in order that people who were not able to attend the meeting are able to get a better understanding of the discussions and the issues.*

## Draft not yet seen or approved by group

### 1 APOLOGIES

Katrina Balmer	SELHP – Dementia Co-ordinator
Jennifer Fairgrieve	SELHP – Community Development Facilitator
Gail Bain	SELHP – Public Health Nurse Manager
Kaye Skey	SELHP – Mental Health Nurse Manager
Sheena Lowrie	NHS Lothian – Mental Health
Hazel Rendall	VOCAL – Addictions
Ann-Marie Comber	Community Health Partnership
Lesley Baxter	Community Health Partnership
Stella Farrell	CHAI

### 2. MINUTES OF MEETING OF 29<sup>TH</sup> NOVEMBER 2008

2.1 Lesley Baxter's name had been omitted from those attending the meeting.

2.2 **Para 5.4.10** Pam Speirs requested that the wording of the final sentence be amended as follows. *“Pam also pointed out that the community café and vegetable runs were a joint piece of work being undertaken through Southhouse Burdiehouse Community Centre, SEHLI and Community Learning and Development.”*

2.3 With these amendments the minutes were accepted as an accurate record of the meeting.

### 3. MATTERS ARISING.

3.1 A paper had been circulated which was dealt with in conjunction with the approval of the minutes. The following points were made.

3.2 **Para 3.1.5. Mental Health Services** Kaye Skey has sent her apologies and is unable to provide the planned presentation as the work had not progressed sufficiently. Her intention is to make the presentation to the May meeting of the group.

#### 3.3 **Para 4.3 Representation on Liberton/Gilmerton Neighbourhood Partnership**

3.1.3 Jennifer Fairgrieve has been appointed as the representative on both the Neighbourhood Partnership Board on an interim bases and the Officers' Group. The Community Health Partnership is looking at how it will manage representation across the city.

3.2.3 Sylvia Latona will be the representative from Health and Social Care on the Officers' Group.

3.3.3 It was noted that there is no Health and Social Care representative on the Health Inequalities Group. The group felt it was essential to have a representative in view of the present and planned work. Madelaine agreed to write to Peter Gabbitas to seek representation.

**Action: Madelaine**

## Draft not yet seen or approved by group

- 3.4 **Para 5.3.2. Promote Literacy and Health** Madelaine has had informal conversations about this issue. She explained that there had been an intention to explore the potential for a pharmacist-based pilot project but that this had never been developed. She will explore it further and will bring a paper to the next meeting of the Health Inequalities Group.

**Action: Madelaine**

- 3.5 **Para 5.4.8 Social Prescribing Project** The Partnership Support Team will examine this issue further and will bring a report to the next meeting of the Health Inequalities Group in May. Madelaine reminded the group that although the system had been successful in its early days changes of staff, restructuring and changes to the functions of one of the key agencies involved had meant that the project had fallen into disuse.

- 3.6 **Para 5.4.10 Men's Health Work** The group was informed that SEHLI had received funding from Keep Well to do outreach work in bookies and pubs in relation to Men's Health. It will focus on 45 – 60 years olds but should anyone outwith this age group want to participate, they will not be turned away.

- 3.7 **Para 5. Workplan** Madelaine reported that it is her intention to examine the existing workplan and the agreements made at the November 2007 meeting and to devise a new condensed version which would reflect the agreed priorities, the Liberton/Gilmerton Priorities and the new policy context. This will be available for perusal at the next meeting of the group in May.

**Action: Madelaine**

- 3.8 **Para 6.4 Food, Nutrition, Physical Activity and Oral Health Across the Generations** This proposed priority has been further endorsed by the Older People's Services Group at its meeting of 14<sup>th</sup> February 2008.

- 3.9 **Para 6.5 Information Hub, Website and Support** This work is being progressed at present through the Education, Training and Employment Group. However, the proposal has special relevance for the Health Inequalities Group since the concept arose first with a suggestion from Wilma Nelson to offer support to people on a person-focused basis. A special meeting has been called for next week which will be chaired by Scott Donkin.

- 3.10 **Para 6.6 Young People and Alcohol** Madelaine informed the group that contact has been made with the Action on Alcohol and Drugs in Edinburgh Team. Further exploratory work will be carried out and contact will be made with them again when the priority has become clearer.

## 4. TRANSITION TO NEIGHBOURHOOD PARTNERSHIP

- 4.1 Scott reminded the group that the transition to Neighbourhood Partnership status has been on-going for some time and appeared in practical terms to be progressing smoothly. The sub structure of the South Edinburgh Partnership has now been adopted as part of the sub structure of the new Neighbourhood Partnership. The minutes of the various groups such as this now go to the Neighbourhood Partnership Board for information.

## **Draft not yet seen or approved by group**

- 4.2 Each group now has a representative from Services for Communities, and Agnes Renton has been appointed as the representative to the Health Inequalities Group.
- 4.3 The next meeting of the Liberton/Gilmerton Neighbourhood Partnership will take place on Wednesday 12<sup>th</sup> March 2008 at 7.00 pm in the Faith Mission. It will be preceded by an hour long “surgery” when local people can ask questions and seek information.
- 4.4 Scott informed the group that the Draft Action Plan will hopefully be adopted for further development at that meeting of the Board.
- 4.5 **Proposed Cross Cutting Initiative – Parenting from Pre-Natal to Post High School Stages**
- 4.1.5 Madelaine tabled a “justification” paper for a proposal from the Managers at Children and Families at no 66 Gilmerton Dykes Street, for the inclusion of an initiative or priority based around parenting. Madelaine had met with the managers to inform them of the development of the Community Plan for Liberton/Gilmerton.
- 4.2.5 The managers had agreed to develop their concept and to make the paper available but to date nothing had been received. Madelaine explained that she had done some preparatory work in the issue and this was what was being tabled for discussion and possibly endorsement at this meeting. Madelaine reminded the group that the paper from Children and Families will be fuller and will need consultation with other relevant providers such as health.
- 4.3.5 Agnes Renton offered support for the proposal and informed the group that 80% of referrals to the Children’s Hearing system involved some form of neglect and poor parenting issues. In answer to a question, she reported that to her knowledge no “Parenting Orders” had been issued in Edinburgh.
- 4.4.5 The group agreed to endorse the proposal in principle. The paper will be circulated for comment when it is received.

**Action: Madelaine/All**

## **5. PROGRESS REPORTS**

### **5.1 Mental Health Services for Men – Ian Brooke**

- 5.1.1 Ian informed the group that he had been approached by Dave Stewart who is the lead officer on the local mental health team of SELHP. Dave had been concerned that there is a cohort of males aged in general between 25 – 50 who have recurring low level mental health problems. A typical pattern is as follows:-
- (a) These men go to their G.P.s who then refer them to community psychiatric services.
- (b) Having waited for on average six weeks for an appointment, they then feel better and fail to keep the appointment.

## Draft not yet seen or approved by group

(c) Nine months or so later they again are facing some crisis, go to their G.P. and the whole cycle begins again.

5.2.1 Dave was aware that there were no drop in facilities which could support such customers, neither statutory nor voluntary sector. He was looking to fill that gap and in discussions with Ian they had embarked on a series of information-gathering visits to mental health projects in Lothian.

5.3.1 A meeting has been called by Ian and Dave to discuss the issues and the findings of the visits. This meeting is intended to explore how the mental health services could be provided at a "tier 1" level using a soft touch approach. The meeting will take place in the South Edinburgh Partnership Offices on Friday 7<sup>th</sup> March. A wide range of concerned and interested people and agencies have been invited.

5.4.1 Ian highlighted that a potential long-term vision is to use the disused farm house at the Bridge-end allotment site as a drop-in centre. Ian will write up a report after the March meeting and this will be discussed at the May meeting of the Health Inequalities Group.

**Action: Ian**

5.5.1 Agnes informed the group Services for Communities would be interested in this since they have an interest in sustaining tenancies for people with mental health issues. Pat reported that in her work in relation to Keep Well she refers people to the Thistle Foundation in Craigmillar which offers an excellent service.

5.6.1 Dr Bickler welcomed the idea and indicated that it was important that although it was envisaged that the voluntary sector would take the lead on this project, it would be joined up with Health Services. He also reminded the group that Fala Court could offer the necessary drop-in facilities.

### 5.2 Information Points – Nick Woodhead.

5.1.2 Nick made a very informative presentation on the pilot project which is currently in development. (please refer to the copies of the slides of the presentation)

5.2.2 It is proposed that an information point will be offered in Gracemount Medical Centre 2 afternoons per week from June. The project will use volunteers who will be trained over 4 sessions of 2 hours each. The training will be offered over April and May and project will commence in June and run in the first instance until December. Funding for this has been provided through the Keep Well Project.

5.3.2 Anne Jepson suggested that a crucial aspect of the information point would be the inclusion of a buddying service to support people eg going to their first appointment with another agency.

5.4.2 The project will be based in the reception area at the Medical Centre, and Madelaine suggested that issues of confidentiality be taken into account when positioning the information point.

## **Draft not yet seen or approved by group**

- 5.5.2 Dr Bickler informed the group that a similar project had been offered in Craigmillar which had been evaluated by Martin Higgins of NHS Lothian. He will try to provide the evaluation of this.

**Action: Dr Bickler**

- 5.6.2 **Monitoring and Evaluation.** Some consideration still requires to be given to how the project will be monitored and evaluated, including the use of case studies.

- 5.7.2 Scott thanked Nick for his presentation and a brief progress report will be provided for the next meeting of the group.

## **6. COMMUNITY CONSULTATION**

### **6.1 48 hour access to Health Practitioner Services**

- 6.1.1 Madelaine gave brief background information on this issue. She explained that there appears to be a lack of knowledge and understanding of the rights of patients regarding access to health professionals. With this in mind the Community Health Partnership had begun work to assess this using a questionnaire survey possibly followed by focus groups.

- 6.2.1 This survey will be conducted in the South Edinburgh Partnership area using the existing community mechanisms and networks, eg the South Edinburgh Voluntary Sector Forum. A report will be provided to the Community Health Partnership in due course.

### **6.2 Discharge from Hospital back into Community**

- 6.1.2 Madelaine informed the group that this was stage 2 of a piece of work being undertaken by the Community Health Partnership. It was intended to assess whether the present system of discharge back into the community following a stay in hospital were working adequately and whether they could be improved if necessary.

- 6.2.2 Stage 1 had involved a survey of district nurses and their clients in South Centre Local Health Partnership. Stage 2 will seek to obtain examples of the experience of local people, eg whether the home helps were in place, whether the carers were capable of managing the complex needs – eg feeding tubes etc – of the patients etc. The survey area will be South Edinburgh Partnership area.

### **6.3 Discussion**

- 6.1.3 The group were keen to see copies of the questionnaires. Madelaine agreed to circulate them when they became available to her.

**Action: Madelaine**

- 6.2.3 Lisa informed the group that VOCAL was currently recruiting for a Carer Support Worker to support carers when people are returned home from hospital.

## Draft not yet seen or approved by group

- 6.3.3 It was noted that Dr Bickler is the lead on long-term health conditions for the Community Health Partnership. He agreed that discharge and in particular premature discharge is a major issue. He was concerned that often people are discharged in order to meet targets, sometimes resulting in a readmission to hospital.
- 6.4.3 It was noted that discharge procedures appear to work more effectively when the admission has been planned. However, when the admission has been unscheduled or an emergency things appear to be more likely to go wrong.

### 6.4 National Services Scotland, NHS Scotland

- 6.1.4 Viv Thomson was welcomed to the meeting. She explained that she works for National Services Scotland, Practitioners' Services section. This section has, among other duties, the responsibility to pay practitioners and for patients records. A range of duties are undertaken on behalf of the G.P.s.
- 6.2.4 At present the section was reviewing the wording of a range of standard letters issued by the section on a variety of subjects. There are three centres within Scotland, - Aberdeen, Edinburgh and Glasgow – and each of these centres issued different letters with different wording.
- 6.3.4 Viv informed the group that using the Patient Focus, Public Involvement ethos, it was felt that it would be useful to consult with groups such as this to explore the wording of such letters, to ensure that the wording was fit for purpose, and that the reader would have the same understanding of the contents of the letter as the writer, ie National Services Scotland.
- 6.4.4 Removal of patient from G.P. List Viv tabled copies of three standard letters. She informed the group that in an earlier meeting, Madelaine had pointed out a number of issues which meant that the letters were not sufficiently inclusive or did not appear to be aware of the patients' needs eg the requirement to write responses.
- 6.5.4 The group felt that the wording of the letters was very bureaucratic and not patient or user friendly.
- 6.6.4 Dental Practitioner Services Letter Viv tabled copies of a letter from the Scottish Dental Reference Service requesting NHS Dental Patients to attend for an inspection of their dental treatment. Viv informed the group that when NHS Patients received treatment they agree in the contract to attend for a review should that be required. However, no one round the table was aware of this.
- 6.7.4 The group felt that the letter was threatening and that patients may feel that they had done something wrong. Some members of the group felt that the letters were incomprehensible and that patients were unlikely to respond to them. The group felt the language was unnecessarily complex.

## Draft not yet seen or approved by group

6.8.4 **Discussion** Madelaine informed the group that these discussions were timely. She reported that a local person had come to her recently to ask her advice concerning the family's removal from their current G.P. list for geographical reasons. She informed the group that the accompanying letter had come from the practice directly.

6.9.4 However, a complicating factor was that the local resident believed that many of the local practices were now closed to new patients. Madelaine reminded the group that the closure of a practice list is a cumbersome business and can only be undertaken in full collaboration with the NHS Lothian Board. The group agreed that this issue should be further explored.

**\*Action: Madelaine**

6.10.4 Pam offered to take the letters to the Literacies Group for comment. This was welcomed. Scott indicated it would not be appropriate to take this to the Neighbourhood Forums since at present the letters and the purpose of the consultation could be misconstrued.

**\*Action: Pam**

6.11.4 Dr Bickler suggested that these letters should be examined further and that some representatives from the PPF should be invited to comment. Madelaine will contact Lesley Baxter at the Community Health Partnership to convene a group.

**Action: Madelaine/Lesley**

6.12.4 Scott thanked Viv for her input and it was agreed the group would keep in touch regarding the outcomes from the Health Inequalities Group members actions. Viv can be contacted at [Viv.thomson@psd.csa.scot.nhs.uk](mailto:Viv.thomson@psd.csa.scot.nhs.uk)

## 7. ASSOCIATED PROJECT REPORTS

7.1 **Keep Well Project** A comprehensive report on progress and achievements had been circulated for information and was noted. Pat informed the group that the project is due to come to an end in December 2008.

7.2 **Smoking Cessation – No Smoking Day** Leaflets associated with No-Smoking Day had been circulated for information and were noted. In the absence of Marion Woodward, no further information was available. Madelaine informed the group that NHS Lothian Resource centre has a range of materials for No-Smoking day and advised the group to contact Phil Horne.

7.3 **SEHLI** In Hugo's absence Mary provided the group with the following information. The following is a copy of the briefing paper.

## Draft not yet seen or approved by group

### 7.1.3 “Ministerial Announcement re funding for Health Living Centres

- (a) Nicola Sturgeon, Cabinet Secretary for Health and Wellbeing, announced a fund of up to £2.5million to provide transitional funding to enable those Healthy Living Centres Facing closure due to a funding shortfall to maintain their activities while they seek to achieve a long-term sustainable future. Funding is available until the end of financial year 2008-9. NHS Boards have been asked to manage the disbursement of funds for administrative purposes.

### 7.2.3 Application for Lottery Funding

- (a) SEHLI is currently submitting a further outline proposal to the Big Lottery Fund, with a focus on working with parents and carers of children.

### 7.3.3 Keep Well Funding

- (a) **Keep Well Walks** – programme started in January 2008 and runs until 3<sup>rd</sup> April 2008.
- (b) **Men’s Health Outreach** - We are offering a programme of free Men’s Health MOT Health Checks, starting on Monday 3 march at South Edinburgh Housing Office, Captains Road 10 am – 12 noon and at Morrisons on Tuesday 18<sup>th</sup> March 10am – 12 noon and 5 – 7pm . Other venues will be confirmed. The programme will run until the end of April.

### 7.4.3 Sustaining SEHLI Services

- (a) Staff are working with volunteers, service users and partners to explore how services can be sustained in future, either through successful fundraising by SEHLI, partner agencies taking on the service, or setting up the service as a new organisation. The first of these meetings is being held today(26<sup>th</sup> February 2008) to look at developing access to fresh fruit, vegetables and other goods, at Burdiehouse Community Centre. “

- 7.5.3 Please feel free to contact SEHLI if you would like further about their work.

## 7.4 **Bridgend Community Allotments Projects**

- 7.1.4 Potato Day Anne Jepson informed the group that very successful “Potato Day” had been held on Sunday 24<sup>th</sup> February at which around 300 people had purchased organic seed potatoes.

- 7.2.4 Outdoor Diary Anne reported that the Bridgend Allotment was now included in the Lothians “Outdoor Diary” and events would be placed on the website. Directions to the Bridgend project were also included in the locations section. The web address is [www.outdoor-diary.info](http://www.outdoor-diary.info).

## Draft not yet seen or approved by group

- 7.3.4 Funding / Sustainability Funding was now in place for 2 years and the project is managed through NHS Lothian. A meeting has been arranged with David Jamieson (CEC Greenspace) and David Small (Community Health Partnership) to discuss the future. This meeting will take place on 11<sup>th</sup> March, and Anne hopes the directions will be clearer thereafter.
- 7.4.4 Anne reported that sustainability is likely to be achieved through social enterprise activities but she indicated that the health aspect is the focus on mental health and well-being is retained and protected. It was noted that the BIG Lottery advice is that the project becomes independent since they are reluctant to place funds with statutory agencies eg NHS Lothian.
- 7.5.4 Accommodation NHS Lothian has agreed to provide a new portacabin with integral sanitation. This was warmly welcomed.
- 7.6.4 Community Involvement Anne reported that she is working closely with Jennifer Fairgrieve to develop links and opportunities with the Community Health Flats.
- 7.7.4 Management Group Anne informed the group that it was essential to strengthen the current management group if the long-term future of the project is to be secured, especially in relation to future lottery or other funding applications.
- 7.8.4 Links with local high schools Anne reported that she is working with Gracemount High School and the Health Opportunities Team.
- 7.9.4 Little France Site Anne informed the group that she is working with Craigmillar to develop gardens in the area.
- 7.5 **Drugs and Alcohol Practitioner' Group** Madelaine informed the group that she had not convened the practitioners' group for some time until she was had a clearer view of the sub-structure of the Neighbourhood Partnership. This has now been identified as a sub group of the Health Inequalities Group and as such she is now in a position to convene the group. She will do so by mid-April.

**Action: Madelaine**

- 7.6 **Older People's Services Group** The note of meeting of 14<sup>th</sup> February was tabled for information and was noted.
- 7.7 **Early Years and Childcare Forum** The note of meeting of 15<sup>th</sup> January had been circulated for information and was noted. Ian agreed to discuss voluntary sector involvement with Jane Ramage, Manager of Early years and Childcare Strategy, South Community Planning area.

**Action: Ian**

## **Draft not yet seen or approved by group**

### **7.8 Violence Against Women South Cluster**

7.1.8 The minutes of the meeting of 6<sup>th</sup> February were tabled for information and were noted. It was noted that the South Edinburgh Partnership Board has asked the Health Inequalities Group to examine aspects of Domestic Abuse which encompassed a wider view of violence than the Violence Against Women concept. Domestic Abuse is one of the priorities included in the workplan.

7.2.8 Scott proposed that the evaluation currently underway should be requested and brought to the next meeting of the Health Inequalities Group where the issues should be discussed more fully.

### **8. A.O.C.B.**

8.1 **South East Local Health Partnership** Dr Bickler informed the group that David White has been appointed as Assistant General Manager (attached to the Community Health Partnership) and his remit will include most, but not all of Tim Montgomery's previous remit. He will take up post in April.

8.2 **Training for Community Learning and Development Staff** Pam reported that Children and Families, Community Learning and Development would be rolling out training for Health Promoting Centres for senior CL & D staff on 16<sup>th</sup> April.

### **9. DATE AND VENUE OF NEXT MEETING**

9.1 **Tuesday 6 May 2008 at 9.30 am \* Please note change of date**

9.2 Tuesday 26 August 2007 at 9.30 am

9.3 Tuesday 25 November 2007 at 9.30 am

9.4 All of the above meetings will take place in the South Edinburgh Partnership Offices at 13 Newtoft Street, Edinburgh, EH17 8RG.