

Report to	Calne Area Board
Date of Meeting	6 <sup>th</sup> December 2016
Title of Report	Calne Dementia Friends Working group update/recommendations

## Purpose of Report:

To ask the area board:

- 1. to note the discussions and actions recorded in these meeting notes**

1. The Calne Dementia Friends/Dementia Action Alliance working group held its most recent meeting at Bank House, Calne on 31<sup>st</sup> October 2016. The following notes and action points were recorded of the meeting and have been acknowledged as an accurate record by all present:

**DAA**  
Calne Community Area



### Dementia Action Alliance Steering Group

#### Notes of the Meeting: 31 October 2016

**Attendees:** Cllr Christine Crisp (Wiltshire Council), Diane Gooch (Wiltshire and Swindon Users Network, David Evans (Calne Memory Club/Comm Health & Social Care Forum), Clare Harris (Calne Town Council) and Trudy King (Calne Town Council)

1. **Apologies:** Jane Vaughan (Wiltshire Council - Calne Community Area Manager), Andrew Day (Alzheimer's Society), Tim Mason (Alzheimer's Support) and Catherine Beswick and Richard Paget (Kingston House)

*Notes of this meeting were taken by Clare Harris/Trudy King*

2. **To discuss and approve the Action Plan**

The Action plan was discussed and updated to form the minutes of this and agenda of the next meeting (see below).

3. **Date and Venue of next meeting**

The next meetings will be held at Calne Town Council offices at **2pm on Monday 28<sup>th</sup> November 2016.**

## Action Plan from 26 September 2016

Action	Action Points	Lead Member	Progress/ Update	Funding Required & achieved	Action Completed v
<b>Create &amp; develop a Champion's Network</b>	Encourage attendance at Alliance meetings		It was noted that we need a broader champion's network in the Calne area. This network, when developed further, will stand alone, and act as a support network to new champions. Ideally this network would be run by a champion not already committed to this group. DP to talk to Camilla and ask for an <i>updated</i> list of Champions in the Calne area. <b>Pend this information.</b>		
	Arrange social events		Members discussed arranging a more structured social event for Champions in the Calne CA. It was suggested that we arrange a walk and talk around the town, finishing off with Tea & Cake in the Library, with an aim to develop a Dementia Friendly Walk. More info later in Action Plan. <b>ONGOING</b>		
<b>Recruit 12 x full members to the CCADAA in first year</b>	Provide an information pack to prospective new members		<b>Members were happy with the information pack as circulated. CH to do a final check before sending to members. CH to print off some hard copies also.</b> It was suggested that if we could get some sponsorship we could invest in some		

		<p>logo'd folders to hold the information – a more professional approach.</p> <p><b>CH/TK to make contact with the Royal British Legion, Goughs Solicitors and new hairdressers to arrange DF sessions and recruit as members – and update at next meeting</b></p> <p>The SG now need to develop a <b>Welcome Pack</b> for new members. Once the packs are created – these will be delivered by a member of the SG.</p> <ul style="list-style-type: none"><li>• JV/CH met with Simon of Chilvester Finance, explained the process and he went away with his three actions ready. Simon to complete and return his declaration. CH has heard from Simon but no action plan has been received – <b>CH has sent a final email asking if they still wish to be a member but has had no response. It was suggested that we email an information pack out to them to jog their memory.</b></li><li>• CH confirmed that Dorothy House have signed up as members on the DAA website. CH has been in touch to thank them/keep them in the loop explaining that Welcome packs will be ready soon</li></ul>		
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			<p>and that we will invite them to our first CCADAA meeting.</p> <ul style="list-style-type: none"> <li>• CH to sign CTC up as a member at FC on 21 November 2016</li> <li>• The Calne Area Board has signed up as a member – CC to confirm their three actions which may come out of the JSA revision at the end of Nov.</li> <li>• CC took a pack to pass onto to the Bobby Van Trust to see if they would be interested in becoming a member</li> <li>• DE has taken a pack for the Memory Club at their next meeting in 3 months time</li> <li>• TM suggested that the shops and businesses signed up to Safe Places could be approached to see if they would like to become members. TM is happy to do this. CH to forward TM the list of current 'Safe Places' – PEND</li> </ul>		
<p><b>Continue to coordinate and run dementia friends Sessions in the community area</b></p>	<ul style="list-style-type: none"> <li>• Champions to update on sessions run &amp; friends created</li> <li>• Request that new members of the Alliance also become Dementia Friends &amp; runs sessions</li> </ul>		<ul style="list-style-type: none"> <li>• CH/TK ran a session for new CTC employees on 14<sup>th</sup> Sept and created 3 friends.</li> <li>• DG ran a session at the Leisure Centre on 29<sup>th</sup> Sept and created a further 9 friends.</li> <li>• DG took this up with the Link via Frank Rumble and is waiting for a response. DG</li> </ul>		

	<p>accordingly</p> <ul style="list-style-type: none"> <li>• Continue to target the following groups: <ul style="list-style-type: none"> <li>▪ <b>Town Council</b></li> <li>▪ <b>Parishes</b></li> <li>▪ <b>St Mary's Sports Centre</b></li> <li>▪ <b>High St Businesses</b></li> <li>▪ <b>Greensquare (handymen)</b></li> <li>▪ <b>WC Housing team</b></li> <li>▪ <b>GP Practices</b></li> <li>▪ <b>Young People</b></li> <li>▪ <b>The WI</b></li> </ul> </li> </ul>		<p>to push this <b>ONGOING</b></p> <ul style="list-style-type: none"> <li>• TM is meeting with the Calne Rotary this week and will raise this with them - <b>PENDING</b></li> <li>• CH suggested that following the 2017 elections all new Councillors should become DF's as part of their induction – <b>ONGOING</b></li> </ul> <p>Need to find a way to ensure that DF sessions form part of induction packages; Town and Wiltshire Council (following elections), Wilts Police, Fire, Town and Wiltshire Council (new employees) etc. <b>CC ONGOING</b></p> <p>CC spoke with Jeanette of Greensquare who now understands the approach we are looking to take – in ensuring tradesmen who have contact with tenants are DF's. Jeanette to re-address this within Greensquare. PF confirmed that the Gloucester Greensquare manager is very active is driving this through in his area. PF to ask him if he can share his enthusiasm with the Calne team. <b>CH to chase PF re the above.</b></p> <p>CC to contact WC board members and will seek to get a resolution so that it</p>		
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			can be taken forward. <b>CC will re-address this at the next meeting - ONGOING</b>		
<b>Encourage &amp; promote activities for people living with dementia and their carers (e.g. The Memory Club)</b>	<ul style="list-style-type: none"> <li>• Calne Memory Club to work on a programme of events for next year</li> <li>• Ask Richard Paget (through Catherine Beswick) of Kingston House for his input</li> <li>• Find out what activities are already happening in the CCA for those living with dementia and their carers</li> </ul>		<ul style="list-style-type: none"> <li>• DE to work with the Memory Club to achieve this - <b>ONGOING</b></li> <li>• DE circulated the new programme. <b>TK to display on boards, CH to post on Facebook.</b></li> <li>• There was discussion over the possibility of making this a regular thing in Calne. The most attended Alzheimer run session is in Seend (as opposed to Chippenham) as the days is better suited for most but this venue is not easy for everyone to attend. There is a demand/need for Calne to have its own session, however funding would be required to make it sustainable long term. <b>DG to look in to this in connection with the Older Person's Champion/Carer's Champion and feedback.</b> PF confirmed that Alzheimer's Support could provide training for a volunteer to run sessions. <b>DP has spoken with AD with regards the training available but has heard nothing as yet.</b></li> <li>• A new Memory Club website is</li> </ul>		

			<p>being launched  <a href="http://www.calnememoryclub.org">www.calnememoryclub.org</a> - this will go live very soon – DE to confirm when.</p> <p>The Working Group is looking to create a Dementia Friendly walk around Calne (A Walk Down Memory Lane). This project could be driven by the CCADAA, trialled by the Memory Club with assistance from the Heritage Centre (Sue Boddington/Peter Knight?). This could be called)</p> <p><b>ONGOING</b></p> <ul style="list-style-type: none"> <li>• Working group should promote the Calne DAA so that events useful to people living with dementia and their carers can be made available.</li> <li>• Calne Leisure Centre - JV met with Mike Stuart on 23 August who are keen to be involved – <b>JV to update at next mtg</b></li> </ul> <p>made, these could be incorporated into the plan when the refurb is rolled out. It was agreed that an approach needs to be made with the team at WC who are working on the plans for the Centre so that any measures can be included early in the initial design as opposed to an after</p>		
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JV

			<p>thought. CC to raise this with Area Board chairs at a future meeting. This could also be raised at the next AB also. <b>PEND an update at the next meeting.</b></p> <ul style="list-style-type: none"><li>• We still need to work on how to update information regarding events, activities, services and classes available in our area. <b>ONGOING.</b></li><li>• The Healthwatch roadmap is still being developed. This should be made available to key people in communities. The terminology used needs to be checked to ensure it is suited to all. <b>ONGOING</b></li><li>• JV explained that once the Library is refurbished there will be digital info boards which will display local information, which people can sign up to, to received updates on local news and events etc. <b>ONGOING</b></li><li>• TM asked whether we should be approaching multi faith groups? JV has a link with the Trowbridge CEM and has visited the Mosque in the town and is aware that some people from the CCA attend this mosque. JV suggested that maybe this is something we need to work on with</li></ul>		
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			<p>Trowbridge when we are more established as a CCADAA. <b>ONGOING</b></p> <ul style="list-style-type: none"> <li>• CH confirmed that the Care Coordinator for Northlands/Patford Surgery was invited to this meeting and did hope to attend. <b>CH to make contact with the care coordinators through Helen at Patford, Alison at Northlands and Emmy at Beversbrook – to invite them to our meetings</b></li> </ul>		
<b>Campaigns - Promote, create and report</b>	Raise awareness with the Dementia Roadshow vehicle.		<p>AD to contact Craig Hussey, manager at Sainsburys Calne, <a href="mailto:manager.calne@sainsburys.co.uk">manager.calne@sainsburys.co.uk</a> to arrange for a vehicle to be parked outside the store. CH emailed AD a list of dates of events and festivals in the diary for 2017 so that they can piggy back. It was agreed that Carnival day in 2017 would be the preferred date/event. CH to allocate a space in the Market Place in advance. <b>CH has booked a space for AD. AD to take this up and organise his end.</b></p> <p>Conduct a 'Black mat' audit within the town. Come up suggestions for alternatives. TK has spoken with PHS (the Town Council supplier) and they are happy to quote for an alternative 'dementia friendly' design. TK to discuss costs and designs with them and feedback. The TC could lead the way and change the mats it uses</p>		

			in its public buildings (cost dependant). <b>JV confirmed that the LYN are still keen to be involved in this. It would be useful to give traders a hand- out giving examples of what could be used instead, when the young people go around. A simple flyer would suffice- TK/CH to work on this and find examples of styles/costs from contractors such as PHS for larger outlets and retail outlets that stock mats for smaller outlets.</b>		
<b>Monitor local action plans</b>	<ul style="list-style-type: none"> <li>Members to be encouraged to attend Alliance meetings &amp; update on progress or supply written update</li> <li>Community Volunteers to visit and monitor progress</li> </ul>		<ul style="list-style-type: none"> <li><b>Ongoing</b></li> </ul>		
<b>Communication – Promote good practice, opportunities for activity and progress using all forms of media</b>	<ul style="list-style-type: none"> <li>Share good practice with other DAAs in the area</li> <li>Carry out actions from Dementia Friendly Wiltshire Conference</li> </ul>		<ul style="list-style-type: none"> <li>Meet with other champions to share ideas and actions.</li> <li>Carry out the public building audit to check signage etc. <b>TK/CH to do this for Town Hall, Beversbrook and Town Council Offices by the next meeting.</b></li> <li>Ensure that we encourage 12 local businesses to become alliance members in our 1<sup>st</sup> year as CCADAA – <b>deadline of approx Feb 2017</b></li> <li>Continue to raise awareness holding regular DF sessions.</li> </ul>		

			<ul style="list-style-type: none"> <li>• JV has been approached by Eartunes Radio who are keen to do a piece on the CCADAA. JV to find out more and suggest that DG, as our spokesperson goes to talk to them. This could be a good platform to publicise the Black Mat Audit. We could also approach BBC Wiltshire – <b>Ongoing</b></li> <li>• It was agreed that, whilst the CCADAA is our official title we do need to call ourselves something a little more familiar and approach able. It was agreed that this group will be known as the <b>Calne Community Dementia Friends.</b></li> </ul>		
<b>RUNNING TOTAL OF DEMENTIA FRIENDS IN CCA</b>				<b>350</b>	

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## 2. Environmental & Community Implications

2.1. The Calne Dementia Friends Action Alliance aims to contribute to the continuance and/or improvement of environmental, social and community wellbeing of local people living with dementia and their families/carers, the extent and specifics of which will be dependent upon the individual actions identified in the action plan.

## 3. Financial Implications

3.1. There are no specific legal implications related to this report.

## 4. Legal Implications

4.1. There are no specific legal implications related to this report.

## 5. HR Implications

5.1. There are no specific legal implications related to this report.

## 6. Equality and Inclusion Implications

6.1. The Calne Dementia Friends Action Alliance aims to make sure that everyone from the Calne Community Area living with dementia is respected and enabled to continue to enjoy living their lives in their own community as well as possible for as long as possible.

## 7. Safeguarding Implications

7.1. There are no specific legal implications related to this report.

### **Report Author:**

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