

Report to	Calne Area Board
Date of Meeting	4 <sup>th</sup> October 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**
- 2. to consider signing the area board up as a full member of the Calne Dementia Action Alliance.**

1. The Calne Dementia Friends/Dementia Action Alliance working group held its most recent meeting at Bank House, Calne on 22<sup>nd</sup> August 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: 22 August 2016

**Attendees:** Cllr Christine Crisp (Wiltshire Council), Jane Vaughan (Wiltshire Council - Calne Community Area Manager), Trudy King (Calne Town Council), Diane Gooch (Wiltshire and Swindon Users Network, Caroline Wilson (Alzheimer's Society), David Evans (Calne Memory Club/Comm Health & Social Care Forum) and Clare Harris (Calne Town Council)

1. **Apologies:** Andrew Day (Alzheimer's Society)

*Notes of this meeting were taken by Clare Harris*

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 26<sup>th</sup> Sept and Wednesday 19<sup>th</sup> October 2016.**

## Action Plan from 22 August 2016

Action	Action Points	Lead Member	Progress/ Update	Funding Required & achieved	Action Completed v
<p><b>Create &amp; develop a Champion's Network</b></p>	<p>Encourage attendance at Alliance meetings</p>		<p>The next Champions meeting is in Trowbridge on Monday 12<sup>th</sup> September. 12.30pm -1.30pm Information Session followed by 2pm-4pm Champions meeting at Dorothy House Hospice Care, Trowbridge, Wiltshire, BA14 8HE</p> <p>It was noted that we need a broader champion's network in the Calne area. This network, when developed further, will standalone, and act as a support network to new champions. Ideally this network would be run by a champion not already committed to this group. <b>CW to contact Camilla for an updated list of Champions in the Calne area.</b></p>		
	<p>Arrange social events</p>		<p>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 &amp; Cake in the Library, with an aim to develop a Dementia Friendly Walk. More info later in Action Plan.</p>		

			<b>ONGOING</b>		
<b>Recruit 12 x full members to the CCADAA is first year</b>	Provide an information pack to prospective new members		<p>It was noted that the introduction packs need completing before we do anything else. We cannot go out and recruit new members without this information. Whilst CH and JV have made a start, there is more work to do. <b>CW to contact Penny Ford to ask for any information she has which could be included in the pack, to include case studies (<i>there is one in particular relating to a hairdressing salon</i>).</b></p> <p><b>CH/JV to meet and complete the content and circulate to all members in advance of the next meeting so that comments can be incorporated and the packs can be taken to the next meeting for final approval.</b></p> <p><b>CH/TK can then make contact with the Royal British Legion, Goughs Solicitors and New hairdressers to arrange DF sessions and recruit as members.</b></p> <p>The SG then 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. <b>CH has heard from Simon but no action plan has been received – CH has chased and is awaiting a response.</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 and that we will invite them to our first CCADAA meeting.</li> <li>• <b>CH to sign CTC up as a member at FC on 27 September 2016 (provided the intro packs is ready)</b></li> <li>• <b>JV to sign the Calne Area Board up as a member at the next meeting in October</b></li> <li>• <b>CC to approach the Bobby Van Trust (when the intro packs are ready) to see if they would be interested in joining</b></li> <li>• <b>DE to sign the Memory Club up as a member (when the intro packs are ready)</b></li> </ul>		
Continue to coordinate and run dementia friends Sessions in the	<ul style="list-style-type: none"> <li>• Champions to update on sessions run &amp; friends created</li> </ul>		<ul style="list-style-type: none"> <li>• <b>CH/TK have organised a session for the remaining and new CTC employees and Councillors at 10am on 14<sup>th</sup> September 2016.</b></li> </ul>		

<p><b>community area</b></p>	<ul style="list-style-type: none"> <li>• Request that new members of the Alliance also become Dementia Friends &amp; runs sessions accordingly</li>   <li>• Continue to target the following groups: <ul style="list-style-type: none"> <li>▪ <b>Town Council Parishes</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>		<ul style="list-style-type: none"> <li>• DE raised with Calne Link AGM. <b>DG to take this up with the Link via Frank Rumble.</b></li> <li>• <b>TM is meeting with the Calne Rotary this week and will raise this with him - 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 to bring this up at the next Chairman's meeting at the end of September.</b></p> <ul style="list-style-type: none"> <li>• 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. <b>PENDING</b></li>   <li>• CC to contact WC board members and will seek to get a resolution so that it can be taken forward. <b>ONGOING</b></li> </ul>		
<p><b>Encourage &amp; promote activities for people living with dementia</b></p>	<ul style="list-style-type: none"> <li>• Calne Memory Club to work on a programme of events for next year</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 confirmed that a programme for Aug-</li> </ul>	<p>Funding may need to be sought</p>	

<p><b>and their carers (e.g. The Memory Club)</b></p>	<ul style="list-style-type: none"> <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>		<p>Oct has just been finalised. <b>CH to post on Dementia website.</b></p> <ul style="list-style-type: none"> <li>• DG confirmed that she is running another ‘Singing for the Brain’ session on 15<sup>th</sup> September.</li> <li>• A new Memory Club website is being launched <a href="http://www.calnememoryclub.org">www.calnememoryclub.org</a></li> <li>• The Working Group is looking to create a Dementia Friendly walk around Calne and are hoping to involve the Heritage Centre. <b>CH has raised this with Cllr Trotman asking for their support. ONGOING</b></li> <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 is now back under Wiltshire Council control. <b>JV is meeting with Mike Stuart on 23 August to try and get them to agree to all their staff becoming DF’s and then sign up the Leisure Centre as a member of the CCADAA.</b> There are a number of simple actions they could include in their Action Plan; holding ‘quiet’ swimming sessions, looking at their existing signage etc (<i>CW suggested looking at ‘Find Signage’ and/or the Alzheimer’s site for examples</i>). If there are any changes that need to be made, these could be incorporated into the plan</li> </ul>	<p>dependant on suggested activities</p>	
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			<p>when the refurb is rolled out. <b>JV to suggest looking at the new Salisbury Five Rivers Leisure Centre who are working to become dementia friendly and are implementing changes.</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. <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 Trowbridge when we are more established as a CCADAA. <b>ONGOING</b></li><li>• CH confirmed that the Care Coordinator for Northlands/Patford Surgery was invited to this meeting and did hope to</li></ul>		
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			attend. <b>CH to make contact with the CC at Beversbrook Medical Centre and invite to the next meeting.</b>		
<b>Campaigns - Promote, create and report</b>	<ul style="list-style-type: none"> <li>• Raise awareness with the Dementia Roadshow vehicle.</li> <li>• New Year Resolution (October/November)</li> </ul>		<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. <b>ONGOING</b></p> <ul style="list-style-type: none"> <li>• Conduct a 'Black mat' audit within the town. Come up suggestions for alternatives. <b>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 at the next meeting. The TC could lead the way and change the mats it uses in its public buildings (cost dependant).</b></li> <li>• <b>JV suggested that we ask members of the LYN if they would like to get involved and conduct the audit on our behalf. JV to liaise and feedback.</b></li> </ul>		



<p><b>Monitor local action plans</b></p>	<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>		
<p><b>Communication – Promote good practice, opportunities for activity and progress using all forms of media</b></p>	<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.</li> <li>Ensure that we encourage 12 local businesses to become alliance members in our 1<sup>st</sup> year as CCADAA.</li> <li>Continue to raise awareness holding by regular DF information sessions.</li> <li><b>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.</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/approachable. It was agreed that this group will be known as the <b>Calne Community Dementia Friends.</b></li> </ul>		
<p><b>RUNNING TOTAL OF DEMENTIA FRIENDS IN CCA</b></p>					<p><b>350</b></p>

2. The Area Board is asked to consider becoming a full member of the Calne Dementia Action Alliance as a part of the group action point to recruit 12 full members in 2016/17.

2.1. This will involve the Area Board in identifying 3 action points of its own. It is suggested that these be discussed at the next Area Board co-ordinating group and be fed back to the December meeting.

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### 3. Environmental & Community Implications

3.1. 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.

### 4. Financial Implications

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

### 5. Legal Implications

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

### 6. HR Implications

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

### 7. Equality and Inclusion Implications

7.1. 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.

### 8. Safeguarding Implications

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

### **Report Author:**

**Jane Vaughan – Community Engagement Manager (Calne)**  
**jane.vaughan@wiltshire.gov.uk**