BRIEFING NOTE

To: Members of Council

Subj: Dementia Awareness Project 2018

1. Purpose of this note. The purpose of this note is to give a brief update on the progress of the Dementia Awareness project, the decision of whether Hurstpierpoint and Sayers Common Parish should have its own Dementia Action Alliance and what the next steps would be.

2. Background. On 14 December 2017, a Dementia session led by Rachel Beckett took place. Attendees included Parish Councillors, staff from Mid Sussex Health Care and a member of Holy Trinity Church. The purpose of this meeting was to discuss what actions attendees would like to happen in their Parish. The following main actions were identified: Form our own Dementia Action Alliance; Safe Havens identified; Training and Awareness provided; Dementia Café formed, and Carer Support provided.

3. Decision. Councillors are asked to decide whether to form a Hurstpierpoint & Sayers Common Dementia Action Alliance (DAA).

The aim of the HPP & SC DAA would be to improve the lives of the people with dementia who live in and visit Hurstpierpoint and Sayers Common and their carers; it would help local businesses and organisations to become dementia friendly.

A local Alliance can be established at any level and can overlap geographically with other local Alliances. Having our own DAA would allow local people to make decisions about those actions that would work best in their community.

4. Proposed Schedule.

Step	Action	Proposed Date	Who
1	Decide whether to form a DAA for Hurstpierpoint & Sayers Common at Council meeting.	22 Feb 2018	Council
2	Identify key players, e.g. Parish Council, HPP Traders, HPP Health Centre, St Lawrence Primary School, Hurst College, local churches in HPP & SC, HPP Library, Sayers Common Village Society	Wk of 26 Feb 18	Rachel Beckett / Roberta Taylor
3	Form a steering group and nominate a lead (e.g. Rachel Beckett).	Wk of 5 March 18	Rachel/Roberta
4	Arrange the first meeting to identify the steps towards making your town a dementia-friendly community. This would include: a. Appointing a Chair, Vice Chair and Secretary for the steering group; e.g. Rachel could act as interim Chair until otherwise decided – ideally someone from the community but could be decided later. b. Agree terms of reference for the steering group and aims, e.g. meeting times, review of progress & further initiatives encouraged. c. Work out priorities as a steering group and per key player. Priorities of the group may become the basis of the aims and objectives, while the key players' priorities may be the basis of their Action Plan.	22 March 18 (before Council mtg) 6:45 – 7:45 pm	Roberta (arrange)/ Rachel (lead initially)
5	Contact the DAA Secretariat to register your local DAA and receive an induction.	Wk of 26 Mar 18	Rachel/Roberta
6	Once the alliance is registered, each key player can then submit their own action plan; Action Plan will identify what each player will focus on.	2 April 18	Each key player (with help from Rachel)

7	Complete the response of the National Dementia Declaration by each key player of the DAA; this is essentially paperwork, mostly on training and support as an organisation within the DAA model.	16 April 18	Each key player (with help from Rachel)
8	Work on Action Plan(s).		

5. Some tips for making a DAA work:

- Don't have too many goals - concentrate on one or two and make small steps towards progress.
- Find out what the people with dementia in your area need and focus on their priorities.
- Plan something for Dementia Awareness Week – Mon 21 – Sun 27 May 2018.
- Take photographs of everything you do - a picture paints a thousand words

RECOMMENDATION: The Council is asked to consider the benefits of forming a Hurstpierpoint & Sayers Common Dementia Action Alliance.

Roberta Taylor, Assistant Clerk
14 February 2018