

To receive an update on becoming Dementia Friendly and consider any actions and associated expenditure

Background

Full Town Council held on 03.11.22 Minute Nr. 221/22/23, the following was resolved.

- To undertake a full audit of all STC owned property/land actioned by Service Delivery with support from Dementia Voice Saltash (audit free of charge) to support those living with dementia. Audit to be received at a future FTC meeting.
- To provide yearly training sessions/seminars tailored for all Councillors, staff, local businesses and community groups held at the Guildhall, to update awareness on how we can all play our part in creating a dementia friendly town/shopping environment for the Community, led by Saltash Town Council working in partnership with Dementia Voice Saltash.

Audit of Buildings

The mentioned audit was completed by the Assistant Town Clerk, Councillor Peggs and with support from representatives of CEPL12 Dementia Voice Saltash. From this audit, actions deemed suitable for implementation, are as follows:

Area of Improvement	Action
Way of access from Council buildings	Push/pull signage on all doors in public access areas (if not already present).
	Way out directional signage on all doors, including toilet cubicles, and ensure visibility in stairwells within public access areas.
	Authorised access signage at staff areas.
	Change entrance matting at Isambard House, Saltash Library Hub, and the Guildhall with a pattern effect.
	Upgrade the "this way to the trains" sign at Isambard House, making it larger and incorporating a image of a train.
	Toilet door lock signage to illustrate lock action.
	Sign highlighting reception location
Intended use, information, and safety.	Signage highlighting toilet soap dispensers.
	Signage highlighting hand dryers.
	Update Guildhall toilets intended use signs due to condition and size.
	Awareness signage to all fixed heaters.
	Caution hot water signage to all hot water outlets.

	Do not touch awareness signage for the Guildhall Tapestry.
	Change to the lift button colour and internal and external lift notice detailing the relevant button actions.

It is estimated that a budget of up to £1,200 + VAT would be sufficient to deliver the proposed actions. Signage can be produced in house, though some will be required to be obtained externally with specific reference to toilets. Changes to entrance matting will be the most expensive element of the recommendations for parts and staff time.

[Proposed signage designs for all buildings can be found by clicking here.](#)

Training Session

The proposed training session title is:

"Dementia Uncovered: a compassionate gathering in Saltash dedicated to raising awareness and promote support for those living with dementia in the community".

CEPL12 Dementia Voice in collaboration with the Alzheimer's Society is actively engaged in the creation and delivery of this session.

This session is to commence on Wednesday 14th August 2024 at 18:30 in the Guildhall Long Room.

Everyone is welcome to attend free of charge on a first come first served basis.

It is proposed to manage and promote the event by scheduling via Eventbrite. There is an administration fee of £7.99 for the sale of up to 100 tickets.

The session will run for approximately 1hr 45 minutes.

Time	Item
1 Hour	Alzheimer's society to deliver a Dementia friends session. <u>An overview of this session can be found here.</u>
30 minutes	CEPL12 Dementia Voice to raise awareness on factors that can affected those living with Dementia in the area, as part of this session carers and those living with dementia in the area will be involved.
15 Minutes	Q&A session for attendees.

Local community groups and organisations will be invited to promote and raise awareness of the event to maximise attendance, alongside Town Council publications.

A similar training session will be conducted by CEPL12 Dementia Voice in collaboration with a representative from the Alzheimer's Society for Saltash TC staff.

The sessions are proposed to commence in June/August pending staff and trainer availability.

Next Steps

The Town Council is asked to continue to be Dementia Friendly and refer the results of the audit, training session and all future business to the Services Committee to be held on 11th April for their consideration.

End of Report
Assistant Town Clerk