

<b>Meeting Action Notes</b>	
<b>Meeting Subject: Supporting People Older Persons Strategy Sub Group</b> <b>Date: Friday, 5<sup>th</sup> June 2009</b> <b>Time: 11:30 – 13:30</b>	
<b>Meeting Objectives</b>	
To be agreed	

**Our Promises:**

1. We will commission services and target funding to reduce health inequalities
2. We will commission services and target funding to increase life expectancy
3. We will provide you with firm foundations for enjoying good health
4. We will commission services that promote ongoing well-being
5. We will remove unnecessary delays for services and treatment
6. You will always have the right to choose
7. We will commission high quality and safe services
8. We will improve care and services for older people
9. We will commission a wide range of care services
10. We will improve services for people who need mental health and learning disability services

Item No	Action Captured	Lead	Timescale	TCT Promise
1.	<b>Present:</b> BA – Torbay Care Trust/Supporting People (Chair) HS – Folks At Home RC - Age Concern M – Client Resident KS – Guinness Care & Support MO - Westcountry HA GG –Teachers Housing Association J – Client Resident			

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	<p>D – Client User            AJ – Torbay Care Trust            BH – Guinness Care &amp; Support            JB – Torbay Care Trust Commissioning (attended latter part of meeting)  <b>Apologies &amp; Introductions:</b>            Apologies were received from:            LB – Riviera Housing Trust            IC - Community Alarms            LG – Torbay Care Trust Commissioning</p>			
2.	<p><b>The Minutes were signed off and agreed as follows:</b></p> <p><b>Action Point</b> - BA going to Personalisation seminar on Monday.            Hub and spoke model also in hand. Action Learning Set - on-going meetings have been set up and going well.</p> <p>BA said we need to look at alternatives – private Occupational Therapists?  <b>Action Point</b> – Return to this at next meeting.</p> <p>Independent Budgets – BA said Individual Budgets were open to more than just Learning Disabilities and some pilots were available.            Personal budgets are coming in but there will not be a compulsory feature – people will have choice.</p> <p><b>Action Point</b> – HT was going to report back on Community Hubs in relation to Day Services.            BA and HT went to Somerset Action Learning Centres – can be shop front or at a service, signposting to activities of interest. Very impressive and BA/HT are looking at this.</p> <p>RC queried funding – BA explained Somerset had Partnerships for Older People Projects: Department of Health (POPPS) funding of approximately 1.3m to set up.</p>	<p>BA</p> <p>BA</p> <p>HT</p>	<p>Next Meeting</p> <p>Next Meeting</p> <p>Next Meeting</p>	

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	<p>We will have to adjust our plans to funding we identify from within current budgets. (TOR) Terms of Reference – BA asked what group would like in there.</p> <p>Finance &amp; Monitoring – CT awaiting figures – defer to next meeting.</p> <p>Devon Home Choice – The meeting was cancelled – defer to next meeting.</p>	<p>BA</p> <p>BA</p>	<p>Next Meeting</p> <p>Next Meeting</p>	
3.	<p><b>QAF</b></p> <p>BA issued a briefing paper – see paper.</p> <p>Level D has been removed.</p> <p>A desktop assessment will take place first. (BA showed matrix) and sent to Contract Manager who makes an assessment of it. In Toray, this will be followed by a validation visit. Some areas will not due to size of area.</p> <p><b>RECOMMENDATION</b> – no further action – information only.</p> <p>RC asked level of current services.</p> <p>BA would need to look, but generally very good services in Toray.</p> <p>MA asked will providers have opportunity to talk to BA about requirements of Quality Assessment Framework (QAF)?</p> <p>BA is coming to Providers Independent Forum to ask what providers want. Training/discussion etc.</p> <p>JH asked where Health &amp; Safety officer was? Response from group was to ask the provider and responsibility lies with Housing Association or to ask at Environmental Health. General consensus of opinion of group was to go to your Housing Association.</p>			

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	<p>BA suggested all providers have a QAF copy on site.</p> <p><b>Non Recurrent Funding Bids</b> – to go to Commissioning Body.</p> <p><b>First proposal – Paignton Day Centre.</b></p> <p>Ensuring it continues to operate. In 2008 the Commissioning Body was asked to plug gap in funding and was given £25K. The lady in charge is hoping to pull back a little. Looking at ways of continuing service. BA feels more structure and governance need to be given.</p> <p>BA has spoken to JB and FM and they want BA to revise the proposal. The idea is to fund a worker to bring in funding (capacity builder), to support the Board of Trustees and to look at fund raising.</p> <p>Now looking at Torbay Voluntary Service to appoint someone and continue to work with other voluntary groups.</p> <p>Asking for £35K for worker and subsequent expenses.</p> <p><b>Chair's Action</b> – to put this forward.</p> <p>RC suggested a community hub style approach. BA said we need to keep Paignton Day Centre open until other provision is in place.</p> <p><b>Second Proposal – Action Learning Set</b></p> <p>Get in place a major consultation. What do older people want?</p> <p>Bid for a programme of consultation culminating in a conference/event.</p> <p>1<sup>st</sup> October – Older Persons Day – potential day event.</p> <p>M asked if links had been made with the 50+ Group. BA said all groups would be consulted.</p>	JB		

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	<p>Asking for 15K for the event.</p> <p><b>Chair's Action</b> – to go ahead with this.</p> <p>RC commented on the mystery shopper programme in response to a comment from JH.</p> <p><b>Third Proposal</b> – asking for £30K as a pot to develop services to work towards the common goals of the group.</p> <p>Providers can match fund projects to move forward to develop services.</p> <p><b>Fourth Proposal</b> (to be considered) Individual Budgets – Pilot. Can we set aside for older people to use this to specify their services. Could be used for services where there are very few service users to give them choice.</p> <p>MO asked if this was relevant for recurrent funding or was it more a case of reallocation of funding? BA said it would be an interim measure. Figure to be costed out but circa £7K per person per year. CB meeting – 16<sup>th</sup> July. Three options will be priority, with first two top priority.</p> <p>JH mentioned an article on care charges in England and Wales.</p>			
4.	<p><b>Community Hubs</b></p> <p>No further details from earlier discussion.</p>			
5.	<p><b>Terms of Reference (TOR)</b></p> <p>BA issued TOR to the group.</p> <p><b>Membership</b></p> <p>HS suggested that someone from Housing Needs should be present. BA said the Hub was essential. Names of members to be updated. Membership updated 2009/10 annually. Discussions took place on the other aspects / sections of the</p>			

			Chair	Venue	Time	11:00 – 13:30	07.08.09 Next Meeting
	Next Meeting	JB		JB spoke about the commissioning cycle and proposed looking at it at the next meeting. JB will give a short presentation at the next meeting and open discussion for its use for this group.			<p>6. <b>Any Other Business</b></p> <p>JB was asked to clarify the OT situation. 20-29 cases outstanding at any one time, meaning a 28 day wait time in general. JH raised the 34 week wait. JB responded that this may be the Disabled Facilities Grant (DFG) assessments. The DFG is currently under review.</p> <p>JH – Herald Express article attached. JB responded that it referred to the DFG. Article in Herald Express – 26<sup>th</sup> April by Tina Crowson</p> <p>The total budget for 2008/09 for disabled adults and children to be able to live independently in their own homes was £561,000. But there are currently more than 200 cases to be considered at an estimated cost of more than £1.4M. The law allows applications to be frozen for 6 months after which there is 12 months to carry out the work and the payment to be delayed for up to 12 months.</p>