

Housing and Support Strategy Group for People with a Physical Disability, Sensory Disability, Acquired Brain Injury and Long Term Conditions

Tuesday 12th October 2009

Minutes

PRESENT

LW (Chair) – Torbay Care Trust	CC – Westcountry Housing
JD – Housing Links Coordinator	AH – Community OT ABI Team
LS – SP Client	PM (Minutes) - Supporting People Administration Assistant
JH – Affordable Housing Co-ordinator	KH – Sensory Team Manager
SG – Disability Information Service	

APOLOGIES

CJ – SP Client	
	FK – Housing Support Referral Hub
PF – Community Care Worker - Brixham	

ITEM 1	Welcome and Introductions	
	LW welcomed everyone to the Meeting.	
ITEM 2	Minutes & Matters Arising	ACTIONS
	<ul style="list-style-type: none"> • AP1 – Cleared JD advised that they were awaiting the results of the Hub Review. • AP2 – Cleared • AP3 – Cleared • AP4 – Main Agenda Item 6 • AP5 – Cleared <p>The Minutes of the 21st July 2009 were agreed as correct.</p>	
ITEM 3	Housing Link Worker Update	
	<p>JD tabled her report at the Meeting she explained that she was getting involved in more complex cases. She is also taking forward the concerns around Devon Home Choice advertising and individuals falling off the register the other Housing Link Workers are also involved with this.</p> <p style="text-align: center;">Residential Care and Move on JD advised that 3</p>	

	<p>referrals had been made to LW to approve the funding for SPLASH. FM will now discuss this with SPLASH and see if they have the capacity to take these on. If they are agreed SP will bill the Care Trust for them.</p> <p>Some provider Forum Meetings are being run by the Care Trust. LW agreed to check whether someone from Housing attends this meeting.</p> <p><i>Feedback – There are a number of provider forums – definitely Learning Disabilities and Older Peoples. Westcountry attend the LD forum – there is no forum this sector because it is so small and most providers would attend at least one of the other forums.</i></p> <p>Concerns were expressed about the allocation of properties by Leonard Cheshire Douglas House and that they could be offered nationally by the Church rather than on a local basis. JD will monitor this. They have said that priority will be given to Brixham residents, then Torbay residents first.</p>	<p>AP1 LW Completed</p> <p>AP2 JD</p>
<p>ITEM 5</p>	<p style="text-align: center;">Home Support Agency Project</p> <p>Document was tabled at the meeting by LW. There are proposed dates for three meetings and they are trying to involve service users. Regarding Community Equipment Stores some Trusts are looking at a Retail Model but Torbay may not go down this route as the current store works quite well. There is a 10% rise in the request for wheelchairs. LW will update this Group with developments.</p> <p>See attached document – CB has now taken over the lead on Wheelchair provision – he met with LS at the Neuro LIG meeting when she was able to discuss her issues. There is also a South West strategic Health authority review of Wheelchair services underway.</p>	<p>AP3 LW</p>
<p>ITEM 4</p>	<p style="text-align: center;">Devon Home Choice Update</p> <p>Policy and forms have now been finalised and are now looking at implementation. Each property and person will be assessed. There are discussions ongoing around whether a property which is wheelchair accessible with 3 bedrooms should be allowed to go to a bidder who only needs 1 bedroom. At the moment no definite decision has been made on how these will be resolved they are likely to be made locally by panels. Unfortunately we do not have numbers of wheelchair users as some are self purchased. There needs to be an accurate review of the property. Council Tax charges go down one band if the property has disabled access this can be ramps or widened doors. Data is available on this JD to contact IS (Housing Benefits) for this. It will take a long time to build up a Register.</p>	<p>AP4 JD</p>

	<p>Devon Home Choice regionally goes live on 9.12.09.Devon goes live end of January 2010.Reregistration of vulnerable clients is being taken forward by the Housing Link Workers. It has been agreed that if a client drops off the register and is identified Riviera Housing Trust will take them back on and give them their original start date. JS has agreed that support should be given to vulnerable people and staff from Housing and the HUB will help with this. The Link Workers have asked RHT for a list of people who are knocked off the list.JD has gone out to the zones to publicise the changes.LW will flag up the Groups concerns with BA (Service Development Officer- older people) re older people who do not have a Wii/Computer or cannot operate the red button on the Digital Box. If bids have not been made in last 12 months by individuals they will be removed from the list. It was agreed that staff would follow this up to find out why they have not bid on a property. Also there is an implementation group who are flagging up any problems JD will continue to go to this.</p>	<p>AP5 LW Completed</p>
<p>ITEM 6</p>	<p style="text-align: center;">SP Lead Replacement</p> <p>LW advised that as such there was no replacement for Shelley but Judy Grant has been brought in on secondment from the Care Trust and is leading on implementation of individual budgets. FM has delegated some of the tasks to the SP Procurement Officer to do i.e. Desk top reviews.</p>	
<p>ITEM 7</p>	<p style="text-align: center;">Strategy Action Plan Update</p> <p>LW advised that the Handy Persons Funding will be going to the Home Improvement Service. Any under spend will be put into next years overspend. May be going into individual budgets instead .LW will ask JG to come and talk to the Group about Individual Budgets. Torbay Care Trust have an advert going out to see if there are any Providers who are willing to support complex needs.LS asked if there was an update on Shop for Support.LW will check this out. She will also find out what the coalition will be doing with the £30,000 they have received from Supporting People.LW will send out an update with the minutes from the meeting.</p> <p>AP 7 and 8</p> <p><i>See notes at the end of the minutes – for people able to access Icare – see the personalisation newsletter for developments.</i></p>	<p>AP6 LW Completed Judy will attend in March</p> <p>AP7 LW</p> <p>AP8 LW</p>
<p>ITEM 8</p>	<p style="text-align: center;">NSF for Long Term Neurological Conditions Update</p> <p>National Service Framework is guidance. There are 11 key areas of work which need to be done. There are issues around Rehabilitation and Housing and Support Services when a Clients needs change.LW is looking into this there is a LIG Meeting on Thursday which will be looking at what information</p>	

	<p>is around re what Services are available. There are issues around SPLASH not being able to cope with the volume of referrals and other Providers taking on those clients but they do not have the expertise or level of understanding.SG advised that he had a client who was with a different Provider he will send the details to LW who will follow this up. If anyone comes across inappropriate referrals they need to flag them up. The point was raised that Welfare Benefits Training is mandatory at Westcountry but it is not a requirement for Supporting People. Also Communication is not a Supporting People requirement.LW will take this up with the Supporting People Team.</p>	<p>AP9 SG/LW</p> <p>AP10 LW</p>
<p>ITEM 9</p>	<p style="text-align: center;">Any Other Business</p> <p>JH advised that there was a new site at Rock Road which has been given to an RSL to develop. Supporting People Mental Health and Learning Disability Sectors are interested in it. Service Users and Providers can influence the design. Fran was asking someone to look at “Step Down “Funding.LW to email Fran and JH about this.JH is talking to Service Development Officers about what is needed in terms of Long Term Affordable Housing. Also need to feed in information about the requirements for this Strategy Groups Clients.JD is to do a report for JH on the percentage of people who are referred to her who need alternative accommodation. Also need to find out the demand for Family Homes which are more accessible JD and LW will take this forward the information is needed by April 2010.JD will also follow this up for Children with Louise Smith.LW advised that figures can be broken down for wheel chairs used by Children and Adults. Also could link in with Disabled Facilities Grant.JH asked for any anecdotal evidence about who requires Affordable Housing. It was agreed that this should be an Agenda Item for future Meetings.</p> <p><i>AP 11 This years budget allocation has been spent – the budget was to be phased in there may be additional pots in future years budgets</i></p> <p style="text-align: right;">LW informed the Group that KH was going on secondment from the end of this month so a volunteer is needed to be the Vice Chair for this Meeting. If anyone is interested in doing this can they let LW know so that it can be decided at the next meeting.</p> <p style="text-align: right;">It was also decided to cancel the next meeting which had been scheduled for 10th November as it was too close to this one Also LW is unable to attend the one scheduled for 12th January 2010.Dates were agreed for the next meetings Friday 4th December 2009 10.00 to 12.00 and Friday 12th March 2010 10.00 to 12.00.PM to find venues for these Meetings</p>	<p>AP11 LW</p> <p>AP12 JD/LW</p> <p>AP13 LW</p> <p>AP14 ALL</p> <p>AP15 PM</p>

ITEM 10	<p style="text-align: center;">Dates for Future Meetings</p> <p>Friday 4th December 2009 – 10.00 to 12.00 – Ballroom, Oldway Mansion</p> <p>Friday 12th March 2010 – 10.00 to 12.00 – Cecil Room, Oldway Mansion</p> <p>Cancelled Dates</p> <p>Tuesday 10th November 2009 – 14.00 to 17.00 – Cecil Room</p> <p>Tuesday 12th January 2009 – 14.00 to 17.00 – Cecil Room</p>	
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Disability Focus (Money Matters Service)

Personalisation Programme Board have been successful in securing a bid of £30,000. Disability Focus currently support individuals receiving Direct Payment (DP) and or In-dividual Budgets (IB) through their Money Matters Service and in order to secure the future of this role and to accommodate the increase workload a paid supervisor is required. The Support Disability Focus (Money Matters Service) offers include managing money through virtual accounts, whereby TCT pays a DP or IB into a named account and Disability Focus manages payment, invoices, payroll, tax, insurance, income and expenditure relating to this account, keeping relevant records for audit by TCT. Any profits gained are put back into the business.

Coalition Support Services—Support for Independence

Personalisation Programme Board have been successful in securing a bid of £30,000. The Coalition is working closely with the Individual Budget Team to provide employment support for individuals receiving an Individual Budget (IB) and/or a Direct Payment (DP) through the support service. The Coalition will provide support to all individuals in the community to enable them to:

- write their own advertisement
- advertise independently or on behalf of the individual
- produce an application pack independently or with support
- conduct interviews independently or with support
- gain references independently or with support
- provide CRB checks
- write a job description independently or with support
- provide employment advice

- provide advice on health and safety
- keep a database of Personal Assistants (PA's)
- produce PA portfolios
- ensure PA's have access to relevant training
- provide quarterly meetings and newsletter for PA's re: employment rights

The Coalition has a workforce made up of both voluntary and paid workers. In order to secure of this role and to be able to accommodate the increase in workload a paid full/part time worker is required.