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**AGENDA ITEM: 2**

**MINUTES OF THE MEETING OF THE BUCKINGHAMSHIRE  
PARTNERSHIP FORUM HELD ON TUESDAY 5 JUNE 2001, AT THE GREEN  
PARK CENTRE, ASTON CLINTON, COMMENCING AT 10.00 AM AND  
CONCLUDING AT 11.55 am**

**MEMBERS PRESENT**

**Aylesbury Vale CHC**

Ms J Hunt

**Buckinghamshire County Council**

Mrs M A M Aston (Cabinet Member for Children and Young People)

Mr R H St J Carey (Cabinet Member for Adult Social Care)

**Officers**

Ms J Campbell (Assistant Director Social Services) (Adults)

Ms J Elliott (Assistant Director Social Services) (Older People)

Mr D Jones (General Manager Adult Social Care)

Ms K Kennally (Service Development Officer)

Ms L Ward (Head of Inspection Unit)

Mrs H Wayland (Committee Administrator)

**Buckinghamshire Health Authority**

Ms I Short (Chairman)

Mr R Ferris (Head of Corporate Affairs and Health Improvement)

Mr N Sims (NSF Lead Officer for Older Persons Services)

Mr J Spargo (Director of Partnerships and Planning)

**Chiltern and South Bucks PCG**

Mr S Young

**Racial Equality Council**

Mr H Wadhwa - Aylesbury Vale Racial Equality Council

**South Buckinghamshire CHC**

Mr G Clark

**South Bucks District Council**

Mrs J Kverndal

**South Bucks NHS Trust**

Ms J Mee

**Voluntary Organisation Representatives/User Carer Representatives**

Ms V Hall

Ms A Linington

**Wycombe District Council**

Councillor C Oliver

Ms C Hughes

**In Attendance:-**

**Locality Forum Representatives**

Mr A Parkin

Ms L Short

Mr R Taylor

**APOLOGIES FOR ABSENCE/CHANGES IN MEMBERSHIP**

Apologies for absence were reported to have been received from Mr R Barber, Ms A Brett, Ms A English OBE, Mr C Lumbers, Mrs E Springford., Mr P Scott, Ms J Stone and Ms P Vincent.

**1 ELECTION OF CHAIRMAN**

**RESOLVED**

**That Mrs Irene Short be elected Chairman of the Forum for the ensuing year.**

**2 APPOINTMENT OF VICE-CHAIRMEN**

**RESOLVED**

**That Mr Hugh Carey be appointed vice-Chairman from Buckinghamshire County Council and Ms Anita English OBE be appointed vice-Chairman from the non-statutory sector for the ensuing year.**

**3 MINUTES**

The minutes of the meeting held on 3 April 2001 were confirmed.

#### **4 MATTERS ARISING**

Item 9 - It was noted that a letter had been sent to Pat Upson, Chairman of the Learning and Skills Council, requesting a representative for the Forum following the resignation of Mr Brian Paine from the Training and Enterprise Council.

#### **5 NATIONAL SERVICE FRAMEWORK (NSF) FOR OLDER PEOPLE**

The Forum received a report and presentation from Nigel Sims on the NSF for Older People which had been released on 27 March 2001. It was reported that the document described a set of standards and programme for action that aimed to improve the care and services available for older people and that a launch would take place locally on 4 July 2001.

The Forum noted that a significant percentage of the population was over sixty and that the ageing population accounted for a large proportion of primary and acute care. It was further noted that approximately 50% of the Social Services budget was spent on older people. The resources required for the implementation of the NSF would be made available from within existing budgets.

The importance of the involvement of all stakeholders in the process was emphasised. Eight standards had been set that attempted to address cultural issues related to services to older people. In order to progress work it was proposed that nine working groups were formed to cover each of the standards identified and to include medicines and community equipment, a Steering Group would also be formed with each group having a representative from Health and Social Services. Members noted and welcomed the view that wherever possible the groups would be drawn from existing groups, for example the Steering Group could be formed from the Special Interest Group for Older People.

During discussion the following comments were received:

- Members welcomed the involvement of users and carers in the process.
- The lack of a stroke unit in both South and Mid-Bucks was highlighted. It was noted that the NSF would offer the opportunity to assess budgets in a more focused way than had happened in the past. This could lead to the extension of services such as Stroke Units if these were identified by clinicians.
- Progress made on single assessments was highlighted. Members were informed that the process of devising an assessment tool which involved all of the disciplines was complex and noted that single assessments for Mental Health would shortly be piloted.
- A significant proportion of the Social Services and Health budgets was spent on this sector, the joint aim should be to ensure that the best possible value was achieved.

In conclusion, the Chairman stated the need to recognise the good practice that was already in place in Buckinghamshire and that whilst some changes could be developed rapidly others would take more time to bring about.

## **6 MODERNISATION BOARD - UPDATE**

The Forum received an update from Robert Ferris on the progress made towards the establishment of a local Modernisation Board. It was noted that the proposals had been discussed by the Health Economy Reconfiguration Board (HERB), taking account of the initial consultation responses received, which were largely positive.

In terms of membership, it was proposed that a smaller group could be formed to include representatives from the Partnership Forum and the Milton Keynes Health Forum, in order to provide a more manageable sized group. There would also be the formation of a number of task groups these would be drawn from existing ones to avoid unnecessary duplication. It was reported that it was initially thought that the Board would meet three times a year with a possible launch in July, with more detailed work looking at priorities during the autumn. The proposals were yet to be ratified and would be put to the Modernising Executive Group (MEG) with a further report submitted to the next meeting of the Forum.

During discussion a member welcomed the use of existing groups to form the basis of the task groups. A member emphasised the need for wide consultation which may be inhibited should the Forum's representation on the Board be reduced. It was noted that this would be highlighted at the meeting of MEG with a clearer picture reported to the next meeting of the Forum.

### **RESOLVED**

**That an update report be submitted to the meeting on 24 July 2001.**

## **7 DEVELOPING JOINT COMMISSIONING OF HEALTH AND SOCIAL CARE SERVICES**

The Forum received a report and presentation from John Spargo and Kate Kennally on the steps being taken to establish joint commissioning of services between Health and Social Services. It was reported that a commitment was reached at a meeting to discuss mental health on 6 February between the Health Authority, County Council and the Primary Care Groups/Trusts (PCG/PCTs) to establish joint commissioning by October 2001. It was noted that the Forum would have a critical role to disseminate information and to obtain views from their representative groups.

During discussion the following points were raised:

- Pooled Budgets - It was noted that there would be opportunities for pooled budgets. A group led by the General Manager for Adult Care Services (BCC) is to look at the advantages, disadvantages and the practical implications of pooling budgets.
- PCTs/PCGs – The importance of working closely in a co-ordinated way with the developing PCGs and PCTs was highlighted. It was noted that the PCG/PCTs were supportive of joint commissioning and were members of the Steering Group.

- Point of Service – The desirability of achieving one point of service for clients was raised.
- Involvement of service users – The importance of involving those receiving the service was emphasised. It was noted that wherever possible clients of the service would be involved and consulted, their views being incorporated into the strategy.

### **RESOLVED**

That an update report be submitted to a future meeting of the Forum.

## **8 BUDGETS AND PRESSURES**

John Spargo introduced the item which was aimed to inform members of any changes in budget circumstances and pressures during the year. There was no outstanding issue(s) to discuss, however members agreed to keep the item as a standing item for each agenda.

### **RESOLVED**

**That “Budgets and Pressures” should appear on agendas for future meetings as a standing item.**

## **9 HEALTH IMPROVEMENT PROGRAMME – UPDATE REPORT**

The Forum received a report from Robert Ferris which updated members on the Health Improvement Programme. It was reported that the Local Modernisation Reviews led by the Health Authority would be the driving force for the development of the HIMP over the summer period; guidance on how to conduct the reviews was expected to be received on 8 June. It was noted that the overall HIMP now consisted of HI – Health Improvement, M – Modernisation and P – overall strategic planning process.

The Forum was advised that there would be more emphasis on the delivery of improvements to the service and the delivery of targets than previously. There would be two stages of development:

- i) An overview and gap/risk analysis;
- ii) The development of the changes identified to underpin the service with key action plans.

The Health Authority would take the lead with the locus being the Executive Group of the Modernisation Board, however the shaping of the HIMP would include all partners. The view was to involve existing organisations in the work wherever possible the approach to be taken would afford the organisation’s maximum independence from the centre.

The key outcomes of the exercise would be:

- Confidence that the HIMP was deliverable
- A financial Framework in place
- Shared ownership.

A number of comments were received during discussion which included:

- Size of document – It was noted that the document would be broken down to keep it relevant and manageable for members to focus on
- Engagement of Groups e.g. Health for All - It was noted that discussions had commenced with Health Co-ordinators to set a process for managing inputs from these Groups.
- The compatibility of new strategy on local decisions and outcomes was raised and the role of the PCTs in the implementation.
- The timeframes for the development of the HIMPs and the Joint Investment Plans was highlighted and concern was expressed that separate monitoring was carried out by Health and Social Services. In response it was noted that a planning group had been formed which was looking into these concerns.

The Chairman summed up the development process as a capacity exercise which would pull all strands together and make the emerging HIMP more practical. This would involve a commitment to whole systems working with local sensitivity.

## **10 DEVELOPING A JOINT PHYSICAL DISABILITY STRATEGY**

The Forum received a report from Janice Campbell together with a paper which recorded feedback from meetings with service users held in May. Members were reminded that discussion at the meeting of the Forum in April had made reference to the development of a joint strategy for physical disability. It was reported that it had since been agreed that Social Services would chair the group which would be led by Ms Beryl Ramsey, Group Manager for Physical Disability.

The Forum noted that service users would be of key importance and that views expressed at the meetings would be incorporated into the strategy. One of the key messages received from service users was that a broad definition, which considered all aspects of life and focussed on inclusion, should be considered. The document should be seen as a living document and should provide a framework for independent living. It was reported that the expectation was that all key decision makers would be made aware of the strategy and would be engaged with its aims and principles.

Members noted that regular update reports would be submitted to the Forum.

**11 VALUING PEOPLE – A NEW STRATEGY FOR LEARNING  
DISABILITY FOR THE 21<sup>st</sup> CENTURY**

**RESOLVED**

**That the item be deferred to the meeting on 24 July.**

**12 DIRECT PAYMENTS**

The Forum received an update report on Direct Payments from Janice Campbell.

It was reported that an introductory session had been held with service users and that a good response had been received from the questionnaire. The key messages received included problems when people wanted to employ carers through agencies when they were quoted higher rates than the County Council was paying through their contract.

It was noted that the development of a Service Level Agreement with Peoples Voices was in the final phase and that whilst there was a need to maintain a level of independence in the operation of the scheme, partnership with the Health Authority and the Local Authority would be written in to the agreement.

A member highlighted the issue of including older people within the service. It was noted that the service would initially exist for those clients who could manage to organise the purchase of services for themselves without assistance. Further work was needed to meet the needs of people who were unable to manage their own care but who could manage with assistance.

**13 ANY OTHER BUSINESS**

It was requested that the deferred item on Learning Disability be put at the beginning of the next agenda for the meeting in July.

**14 DATE OF NEXT MEETING**

It was noted that the next meeting would be held at 10am on Tuesday 24 July in Seminar Room 2, Green Park Centre, Aston Clinton.

**CHAIRMAN**