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AGENDA ITEM: 2

**MINUTES OF THE MEETING OF THE BUCKINGHAMSHIRE
PARTNERSHIP FORUM HELD ON TUESDAY, 27 NOVEMBER 2001 AT THE
GREEN PARK CENTRE, ASTON CLINTON, COMMENCING AT 10 AM AND
CONCLUDING AT 11.50 AM**

MEMBERS PRESENT

Buckinghamshire County Council

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

Officers

Mrs J Campbell (Head of Community Care Adults)

Mrs V Chambers (Supporting People Manager)

Mr D Jones (Strategic Manager Adult Social Care)

Mrs H Wayland (Committee Administrator)

Aylesbury Vale Community Health Council

Ms J Hunt

Aylesbury Vale District Council

Ms S Franklin (Head of Needs and Strategy)

Buckinghamshire Health Authority

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

Ms I Short (Chairman)

Mr J Spargo (Director of Partnerships and Planning)

Buckinghamshire Mental Health NHS Trust

Mr K Nieland (Chief Executive)

Chiltern & South Bucks PCG

Mr S Young (Chief Executive)

Learning and Skills Council

Ms S Jones (Director of External Affairs)

South Bucks Community Health Council

Mr G Clark

South Bucks District Council

Mr R Barber (Head of Care and Community)
Cllr Ms J Kvermdal

Stoke Mandeville Hospital NHS Trust

Miss J Mee

Wycombe District Council

Cllr Mr Chris Oliver

Voluntary Organisation Representatives/User Carer Representatives

Ms A English OBE
Miss A Linington
Mr C Lumbers
Ms L Short
Ms C Stanners
Ms P Vincent

Other Members in Attendance:

Mr B Taylor (Aylesbury Vale Locality Forum)
Ms J Pring (Chiltern & South Bucks Locality Forum)
Mr M Bailey (Wycombe Locality Forum)
Mrs K Whitbread (Community Care Information Officer)

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs M A M Aston, Mr S Brogan, Mrs Hamilton, Ms V Hall, Mr P Scott, Mrs E Springford and Mr M Toner.

INTRODUCTION

The Chairman welcomed Susan Jones from the Learning and Skills Council to the meeting. Members were advised that Mr Michael Toner from the National Probation Service had joined the membership of the Forum and had offered apologies for the meeting.

1 MINUTES

The minutes of the meeting held on 25 September 2001, were agreed.

2 MATTERS ARISING

None were reported.

3 LEARNING DISABILITY INTEGRATION

The Forum received a presentation from Janice Campbell which updated members on the progress to date on Learning Disability integration, joint planning and the Learning Disability Partnership Board.

Following the presentation a number of comments were received which included:

- The involvement of carers in the working group. It was noted that attempts were being made to obtain a carer representative, however carers were reluctant to be part of a group which may be involved in decision making that could ultimately lead to the rationing of some services.
- A representative welcomed the model that was being developed in appropriate language making it easier for all parties to understand.
- A member highlighted the encouraging progress that had been made in the County on supported employment which now exceeded European Social Fund targets by almost 100 clients.
- The representative from the Learning and Skills Council explained that in terms of funding for residential places for post six form students, the Council would be discussing support for students with learning disabilities. The aim would be to try and retain them within the area rather than having to move them out into surrounding areas. It was noted that the Council was currently sustaining and building upon the existing inherited structure and was beginning to work with partners to build a strategy for the future. Consultation on the Strategic Plan was currently being carried out and members were advised that they could obtain a copy by contacting Susan Jones at the Learning and Skills Council.

It was noted that a report from the Learning and Skills Council on their consultation document would be submitted to the meeting in January.

The Chairman concluded by congratulating all parties responsible for developing a model of Good Practice for user involvement.

4 SUPPORTING PEOPLE

The Forum received a report from Val Chambers, Manager of the Project on the progress made in implementing the Supporting People Initiative. The Forum was invited to comment on the working arrangements needed and to note the progress made to date.

Members were reminded that the initiative was a Government proposal for changing the funding arrangements for Housing Linked Support Services. Funding currently paid through transitional Housing Benefit, Supported Housing Management Grant, Probation, Accommodation Grant and Home Improvement Agencies would be pulled into a single Supporting People Fund. It had been agreed that the County Council would administer the fund. A Core Strategy Group had been established earlier in the year comprising members from the District Councils; County Councils; the Probation Service; Health Authority together with key voluntary sector providers. It was noted that a Countywide Inclusive Forum had also been established involving service providers, service users and referring agencies. The process was fluid at present with new guidance being sent out almost on a monthly basis.

During discussion it was noted that Supporting People offered a level of support which was less intensive than Community Care. Younger adults with problems, for example those associated with substance misuse who would not normally need Community Care would come into Supporting People. The service would also assist and encourage people to complete Benefit Application Forms to maintain normal commitments and help them to maintain their housing. Janice Campbell, the Chairman of the Core Strategy Group emphasised the need to involve Stakeholders at every level. These initiatives would help residents maintain tenancies and the funding would support some of the residential establishments in the County. It was a very complex area and there was a need to ensure that all partners were involved.

A District Council representative explained that the Council was currently looking at sheltered accommodation, the costs of which would be covered by the Supporting People fund and that work was being carried out to separate the housing costs from the support element.

It was noted that in future there would be a need to identify funding sources for new services. Service development would follow from strategic planning and a review of current schemes, there would also be the expectation that there should be flexibility in the way the funding was utilised.

Members were advised that the strategy and annual Plan would need to be signed off by a Commissioning Body before formal submission to elected Members for approval. The Commissioning Body was expected to comprise Senior Officers and/or members of Local Authorities and other relevant organisations, Health Agencies and Probation. The Forum discussed the role of the Partnership Forum and the Executive Partnership Board which, it was suggested, could

comprise the Commissioning Body for the Strategy. This would need to be augmented at specific times to include co-opted representatives from the participating bodies. Janice Campbell agreed to contact the key officers at the District Councils to propose the model. The outcome would be submitted to the next meeting.

5 HOUSING ALLOCATIONS

The Forum received reports from Aylesbury Vale, Wycombe and South Bucks District Councils on housing needs and allocations. Ray Barber from South Bucks District Council introduced the item explaining the links between the Partnership Forum and the Supported Housing Forum in South Bucks, which had been established over 10 years ago. The Supported Housing Forum provided a reporting mechanism and a vehicle for receiving specialist advice and consultation from the Specialist Client Groups. The membership had been widened to include the Probation Service, representation from the Specialist Client Groups and the Locality Forums.

A member commented on the need to ensure that all organisations were properly engaged in the process and asked whether the Housing Forum could begin to cascade information to the Partnership Forum with representatives disseminating views back to their representative bodies. This would assist in the forward planning process. In response, it was noted that for the next housing strategy, some prioritisation and focus with developers was required. The Housing Corporation would not be looking at an annual allocation in the future but that there still was a need to review the development programme on a cyclic basis.

The Forum discussed the appropriate timing for an additional report to be submitted to be used as a vehicle for priority setting for future schemes. A member commented that any decisions would need to be fed into the process well in advance. The Cabinet Member for Adult Social Care emphasised the importance of urgent decision making and consultation with Registered Social Landlords and providers of Supported Housing on whether there should be conversion or new build with low cost housing on existing sites.

In conclusion, it was agreed that a further report would be submitted to the meeting in March/April (to be arranged) from the District Councils. This would set out items for discussion with the objective to set priorities for future housing developments and for the use of existing housing.

6 UPDATE ON NHS STRUCTURES

John Spargo reported that Richard Worrall had been appointed Chairman of the Chiltern and South Bucks PCT. There was an urgent need to appoint a Chairman to the Wycombe PCT. The position of Chief Executive for two of the PCTs was awaiting ratification. Members were informed that a proposal to consult on a merger of the two Buckinghamshire NHS Trusts was currently with the Health Minister; once agreement to the consultation process had been received it would be carried out.

7 EXECUTIVE PARTNERSHIP BOARD UPDATE

The Partnership Forum received copies of the minutes of the meetings of the Executive Partnership Board. It was also noted that the post of Head of Integrated Commissioning was currently being advertised with the closing date being 3 December 2001.

8 BUDGET UPDATE

John Spargo reported from Health that the budget allocation for the following year was not yet known. It was likely that the Health Authority would achieve balance at year-end. However, it was noted that there was an underlying deficit and that there would be less non-recurring sums of money that could be transferred across service areas in future.

David Jones explained the current position for the County Council reporting that time had been spent examining the spending pressures in Children's and Adult Services each having trimmed their budgets to the absolute necessities. Priorities were being set for spending based on absolute need.

During discussion the following concerns were raised:

- The Council's ability to achieve Fair Access to Care
- The changes that were proposed which would impact on Local Authorities ability to set charges would have implications for the budget and was another concerning feature for the Council.

In conclusion, it was noted that the situation was both serious and challenging. Further discussions would take place at the meeting of the Cabinet on 17 December which would be reported to the next meeting of the Forum at the next meeting in January.

9 LOCAL MODERNISATION REVIEW STAGE 2 PROGRESS REPORT

The Forum received a progress report from Robert Ferris on the second stage of the LMR process. It was noted that considerable progress had been made on action plans in the Vale of Aylesbury and South Bucks. The plans would be submitted to the Regional Office of the National Health Service Executive in December. It was reported that the action plans would contain detail of how the NHS plan targets in high risk areas were to be met locally. This would be through a combination of re-design of services to better meet patients' needs within the current resources allocated to provide the service and through additional investment. It was noted that the major aim of the Stage 2 process was to analyse how services worked, how they might be better designed around the patient and become part of every day culture. It directly challenged the assumption that "just doing more of the same was good enough"

It was noted that each locality would be asked to identify success criteria in order for an evaluation of what had been achieved through the changes could be made. The Chairman offered an example at the grass roots level of a situation where the

installation of a fridge in the Emergency Department at Milton Keynes Hospital had reduced the time “ from call to needle” for coronary heart attack patients significantly and it was these sorts of practical changes that could help re-develop services. The Primary Care Trusts and other teams were looking at how to improve all services to patients.

A member of the Forum requested that a user-friendly report be submitted to the next meeting of the Forum with more examples of practical ways in which targets may be reached.

10 ANY OTHER BUSINESS

None was reported.

11 DATE OF NEXT MEETING

It was noted that the next meeting would be held on 29 January 2002 commencing at 10 am at The Green Park Centre.

CHAIRMAN