



Executive Partnership Board

AGENDA

Date: Monday 21 May 2012

Time: 1.30 pm

Venue: Mezzanine Room 3, County Hall, Aylesbury

No	Item	Timing	Page
1	Welcome / apologies	1:30pm	
2	Minutes of the meeting held on 20 February 2012		1 - 24
3	Matters arising <ul style="list-style-type: none"> • Training proposal – written by Sarah Gammon, Learning & Development Manager • Dignity in Care verbal update – Chris Reid, Senior Joint Commissioner, Physical & Sensory Disability, Long Term Neurological Conditions & Older People 		25 - 28

4	Partnership Board Updates	1:50pm	29 - 56
5	Partnership Board Priorities	2:10pm	57 - 82
6	Newsletter and website To agree draft format for newsletter		To Follow
Break			
7	Buckinghamshire Safeguarding Vulnerable Adults Board (BSVAB) Annual Report 2010/11 Gill Manning-Smith, Service Manager, Safeguarding The BSVAB Annual Report 2010/11 can be viewed and downloaded from this web page: http://www.buckinghamshirepartnership.gov.uk/partnership/sva/about_the_board.page The BSVAB Annual Report 2010/11 direct document link: http://www.buckinghamshirepartnership.gov.uk/assets/content/Partnerships/sva/docs/10_11bsvabannualreport_final.pdf	2:45pm	
8	Bucks Connect Liz Sheppard, Communications and Projects Officer	3pm	
9	Update from User-led Organisation (SUCO)		83 - 92

10	Date of next meeting 17 September 2012, 1:30pm, Mezzanine Room 1, County Hall, Aylesbury 10 December 2012, 1:30pm, Room 84 / 5, Old County Offices, Aylesbury		
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If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

*For further information please contact: Helen Wailling on 01296 383614
Fax No 01296 382421, email: hwailing@buckscc.gov.uk*



Executive Partnership Board

Minutes

20 February 2012

Those in attendance:	
Stephen Archibald	Carers Bucks
David Bone	Assistive Technology Board
Fred Charman	Talkback - Learning Disability Partnership Board
Ian Cormack	Carers Partnership Board / Vice Chairman of SUCO (ULO)
Steve Goldensmith	BCC
Alison Lewis	Chairman of SUCO (ULO)
Ainsley Macdonnell	Learning Disability Partnership Board
Ryan Mellett	Older People's Partnership Board
Kurt Moxley	Mental Health Partnership Board
Sue Pigott	Talkback
Jean Rein	Talkback - Learning Disability Partnership Board
Rachael Rothero	Assistive Technology Board
Jane Taptiklis	NHS Buckinghamshire and Oxfordshire Cluster
Andrew Walker	Local Involvement Network (LINK)
Adam Willison	Assistive Technology Board



No	Item
1	<p data-bbox="288 181 938 219">Welcome and apologies for absence</p> <p data-bbox="288 309 1385 412">Apologies for absence were received from Nadiya Ashraf, Andrew Clark, Elaine Jewell, Chris Reid and Bob Smith.</p> <p data-bbox="288 501 1453 604">Stephen Archibald (Chief Executive, Carers Bucks) was in attendance as a substitute for Nadiya Ashraf.</p> <p data-bbox="288 694 1469 797">Rita Lally, Strategic Director, Adults and Family Wellbeing, was on sick leave.</p> <p data-bbox="288 887 1461 990">Trevor Boyd was currently Acting Strategic Director, Adults and Family Wellbeing.</p> <p data-bbox="288 1079 1302 1245">Rachael Rothero was currently Acting Service Director for Commissioning and Service Improvement, Adults and Family Wellbeing.</p> <p data-bbox="288 1335 1477 1373">Due to these changes, Rachael Rothero would be chairing the meeting.</p>
2	<p data-bbox="288 1496 1177 1534">Minutes of the meeting held on 14 November 2011</p> <p data-bbox="288 1624 1426 1727">The Minutes of the meeting held on 14 November 2011 were agreed and signed as a correct record.</p> <p data-bbox="288 1816 555 1854">Matters arising</p> <p data-bbox="288 1877 1453 2042">Page 2 – the Supporting People Board had now been renamed as the ‘Prevention and Wellbeing Partnership Board.’ The focus of the Board would be on people not eligible for social care services.</p>

The Supporting People governance structure had been disbanded. The membership list for the new Board was being put together, and the aim would be to have 50% of the membership from service users and carers.

The work programme for the new board would come to the Executive Partnership Board for approval as with the other partnership boards.

Page 4 – representatives from Oxford Health NHS Trust, The Ridgeway Partnership Trust and Buckinghamshire Healthcare NHS Trust to be invited to join the Board – **Action: HW [Post meeting note – emails of invitation have been sent to all three organisations]**

Page 5 – the terms of reference would be amended to reflect the code of conduct – **Action: HW [Post meeting note - the Code of Conduct at Buckinghamshire County Council is being revised under the Localism Act, and this work has not yet been completed.]**

Page 6 – Training for partnership board members – Rachael Rothero asked how members wished to approach this training. Ian Cormack said that training for services user / carer members would be part of the role of the User-led Organisation (ULO) after the ULO had finished the recruitment for the partnership boards.

It was noted that officers and professionals who attended the partnership boards should also have training to ensure that they had a thorough understanding of the needs of services users / carers.

Rachael Rothero said that she had a very small amount of funding which could be used for training, and asked that each partnership board consider their training needs and feed these back to form a proposal for the next meeting – **Action: all partnership boards**

Members asked that the training include information about the format of presentations and slides, as well as about accessibility and the equalities duty. Each partnership board had different issues, and the Executive Partnership Board needed to have a basic understanding of all these to work effectively.

Page 8 – Terms of Reference – partnership boards were now being formally re-constituted in line with the agreed terms of reference. Partnership boards were also now using the new format for agendas, minutes and other documents. Alison Lewis had met with Democratic Services to discuss accessibility of documents and other than a few further tweaks, the documents were now in the correct format.

3 Updates from each Partnership Board

Written reports had been prepared by the lead commissioners for each partnership board. The reports were in the agenda papers. The main points in each report are below, as well as discussions held about each report.

Assistive Technology Partnership Board (ATPB) – Adam Willison

The ATPB would focus on four areas in the next financial year, and was looking at how to make Assistive Technology equipment more available on the retail market.

A Conference was being held in March 2012, and the Assistive Technology business case was being prepared for agreement in May 2012.

The Assistive Technology assessment process used by social workers and occupational therapists was being looked at to try and make it part of the care management process.

A community awareness programme for Assistive Technology would be run by Carers Bucks in 2012/13.

Carers Partnership Board (CPB) – Stephen Archibald

A Carers Safeguarding Toolkit had been developed, including a questionnaire about what each organisation knew about safeguarding.

Ian Cormack had done great work in obtaining information from the Primary Care Trust regarding NHS Carers Breaks. Clare Blakeway-Phillips (Assistant Director, Partnership Development, NHS Buckinghamshire) had attended the CPB to speak about Carers Breaks and had tabled a draft business case. This had been endorsed and welcomed by the CPB.

The CPB had expressed great concern about the Domiciliary Care provider which had been found to be unsafe by the Care Quality Commission.

Rachael Rothero said that significant service failings had been found in a service provider in north Buckinghamshire. A decision had therefore been taken to reduce the level of service, which was now only being provided in Aylesbury town, and not further north in Buckinghamshire. The provider was being monitored very carefully, on a weekly basis, and complaints and safeguarding issues had significantly reduced.

A user / carer member noted that they had been involved in the tendering process for the provider, and said that they now felt very uncomfortable. The Council had also not kept them informed of the

issues with the provider.

Rachael Rothero said that the issues with the provider had not been due to the choice of provider.

Members discussed this and said that users / carers involved in tendering processes would feel a sense of implied responsibility / accountability. It was agreed that training and processes were needed on this.

Members also said that users / carers involved in tendering should receive some sort of feedback about how the contract was running. Rachael Rothero said that user feedback was obtained once the contracts were in place, as part of the evaluation process.

Action: Marcia Smith, Service Manager for Performance, to be invited to the next meeting to present her ideas about involving users and carers in contract management and feedback. [Post meeting note – Marcia has been invited to the meeting in September 2012.]

Learning Disability Partnership Board (LDPB) – Ainsley Macdonnell

A Services and Activities Group had been introduced to work on specific topics. The group would be meeting every six weeks, and had so far looked at day service transformation and transport.

A Services and Activities Group meeting had been booked for March 2012 to focus on health, health passports and health checks etc.

The User Parliament had also been reviewed and had become the People's Working Group, to support groups of people with learning disabilities to come together.

The LDPB had been involved in the Ridgeway Partnership's Big Engagement Day, and LDPB members had met the final three bidders and provided feedback on these. The final selection would be made within the next three weeks.

The LDPB had been discussing the Longcare survivors' book. Longcare was a case which had occurred in Buckinghamshire c. 15 years previously. The creation of the Safeguarding Vulnerable Adults Board had been as a direct result of the Longcare case.

Angie Sarchet, Cohesion and Equalities Manager, had attended a meeting of the Board to talk about hate crime. **Action: Angie Sarchet to be asked to make contact with all the partnership boards to speak about hate crime. [Post meeting note – contact has been made with Angie Sarchet, inviting her to attend the meetings of the different partnership boards].**

Paul Greenhalgh said that there had been a recent national report, 'Death by indifference: 74 deaths and counting' which was a follow on from the original 'Death by Indifference' Report.

<http://www.mencap.org.uk/news/article/74-deaths-and-counting>

Andrew Walker said that the take up of health checks in Buckinghamshire was less than 20% and that this needed to be pursued. Ainsley Macdonnell said that this was continually pursued but that GPs could choose to opt into the scheme. Jane Taptiklis said that there would be opportunities to take this forward as GPs took over the responsibilities of the Primary Care Trust. Health checks could also be taken up as part of the work on health inequalities. **Action: information on health checks to be brought to the next meeting,**

and an update on the work on health inequalities to be brought to a future meeting. [Post meeting note – update on health checks which was prepared for the Health Overview and Scrutiny Committee is attached. A further update will be available soon. Invitation sent to the Director of Public Health to attend a future meeting to speak about the work on health inequalities.]

Mental Health Partnership Board (MHPB) – Kurt Moxley

The MHPB was currently re-forming, as it had previously been based on the National Strategic Framework, which had now come to an end. A meeting had been set up with the ULO to look at user / carer involvement on the Board.

Older People’s Partnership Board (OPPB) – Chris Reid

The OPPB had received information on the Overview and Scrutiny review of Transport for Buckinghamshire Services, and had been asked to feed information into the Review.

The OPPB had also received information on the Stroke Conference held in September 2011. The Conference had been well-attended and good progress had been reported on the actions agreed at the previous Conference. A new stroke service was being put out to tender (more information could be obtained from Maxine Foster).

The Bucks 50 Plus Forum had provided an update on its work. The Bucks 50 Plus Forum was a voluntary umbrella organisation for all the Older People’s Action Groups in the County.

Chris Reid had given an update on the Dignity in Care campaign. 208 people had signed up to be Dignity in Care champions. Ryan Mellett said that he had put his name forward to be a champion but had not

received any further information.

Action: further information from Chris Reid at the next meeting about the difference the Dignity in Care campaign had made.

Physical and Sensory Disability Partnership Board (PSD PB) – Chris Reid

The PSD PB had also had a presentation about the Overview and Scrutiny review of Transport for Buckinghamshire Services.

Chris Reid had provided an update on developing a future model for sensory services (contracts for sensory services were coming to an end in early 2012). Engagement events had been held with user groups about this and the PSD PB had been asked to complete a questionnaire to provide its views.

Andrew Clark had asked for it to be noted that BuDS strongly urged the Executive Partnership Board to take changes to national welfare benefits on to its agenda so that action could be coordinated across the partnership boards (information attached – examples of how the new arrangements might affect people). **Action: Andrew Clark to speak about national benefits at the next meeting. [Post meeting note - Invitation sent to Andrew Clark to speak at the September 2012 meeting]**

Members discussed the issue of transport and noted that it was an issue which cut across all the partnership boards. A Consultation was currently being carried out *Travel Bucks 2012*, which finished on 31 March 2012, and it was suggested that the Executive Partnership Board submit one co-ordinated response. **Action: each partnership board to feed their responses to Helen Wailling, and one co-ordinated response to be sent from the Executive Partnership**

Board [Post meeting note – only one response was received (from the Learning Disability Partnership Board), which is attached.]

There was also a transport summit being held as part of the Better Healthcare in Buckinghamshire Consultation. It was noted that the flyer for this had not been accessible and had not given the option of another format. Bev Frost said that she would feed this back to the Communications Team.

Alison Lewis said that she would send through some information on the Consultation.

A member said that the partnership board reports were each slightly different in the type of information they provided. Rachael Rothero said that once the priorities for each board had been agreed, this would be the focus for the update reports.

4 Update re: Priorities for the Partnership Boards

Following the meeting of the Executive Partnership Board on 14 November 2011, partnership boards had been asked to provide a list of their priorities against the following outcomes:

Helping people to speak up and to be active citizens

Supporting carers

Day and employment opportunities

Housing and support

Improving health

Personalisation

The progress of the partnership boards in identifying their priorities was detailed in the report. Over the next two months the priorities for all the

	<p>boards would be set, and these would be presented at the next meeting of the Executive Partnership Board.</p> <p>It was noted that to set three priorities against each outcome was quite an undertaking for some boards. Rachael Rothero said that a maximum of three priorities, not a requirement for three, had been requested. Members asked that this be communicated to the boards.</p> <p>Rachael Rothero said that the priorities should come from and be aligned with the strategies for each board, and should not be new priorities. The partnership boards would not expected to carry out all the work needed for the priorities, but would have a role of oversight and influence.</p>
5	<p>Newsletter and Website Updates</p> <p>Bev Frost, Communications Officer, updated members.</p> <p>Shadow Health and Wellbeing Board – draft Strategy</p> <p>The Shadow Health and Wellbeing Board was a new partnership group that brought together Councillors, GPs and patient representatives. The purpose of this board was to work together to improve the health and wellbeing of people who live in Buckinghamshire. The board had developed a strategy and was looking for comments and views on whether it had got this right.</p> <p>A Focus Group would be created to look at the Health & Wellbeing Strategy, and partnership boards were being asked to nominate one person to take part in this. Further information would be circulated about this – Action: Bev Frost [Post meeting note – due to</p>

insufficient interest, the focus group did not go ahead]

The Health & Wellbeing Strategy would be a very important document for deciding how priorities and budgets were set.

Members said the following:

- A meeting was being held on 5 March 2012 to discuss how to involve Learning Disability clients on Health and Wellbeing Boards.
- The connection between the Executive Partnership Board (EPB) and the Shadow Health and Wellbeing Board needed to be looked at, including how the EPB could feed into and influence the Board.
- The key document for the Shadow Health and Wellbeing Board was the Joint Strategic Needs Assessment, and there should be an agenda item on this for each partnership board – **Action: HW [Post meeting note – this has been communicated to the support officers for each partnership board]**

Partnership Board newsletter

A draft template for a partnership board newsletter was circulated. Bev Frost asked members what they would like to see in the newsletter.

Rachael Rothero said that the newsletter should contain an update from each partnership board, and should be circulated as widely as possible. The newsletter could also contain information about changes in policy. The audience for the newsletter would be users and carers who did not sit on the partnership boards. Each partnership board would have networks which could be used to distribute the newsletter.

Members also said the following:

- User / carer chairmen of the partnership boards needed a better understanding of what was going on across the Council

- If the newsletter contained too much information, people would not read it.
- The newsletter should not regurgitate information which had already been sent to the boards, but should report on cross-cutting issues such as transport.
- The newsletter should focus on what the Executive Partnership Board did to enhance the work of the other partnership boards.
- The newsletter could report on changes in services, such as the new supported living service.

Action: A proposal about the newsletter to be brought to the next meeting.

Partnership boards website

A webpage for the partnership boards would be live from 1 April 2012, and would contain agendas, minutes and other information from the boards.

It was suggested that the website should be independent and not linked to the Council or health websites. However unfortunately this would not be possible due to technical issues.

6 Paper re: Remuneration Policy for Service Users and Carers

Ian Cormack referred members to the draft expense policy for users and carers in the papers.

The draft policy had been written to ensure that service users and carers were not financially disadvantaged as a result of attending partnership board meetings. The Policy would be reviewed after six

	<p>months.</p> <p>Andrew Clark had commented that the draft expenses policy implied that only travel and subsistence and ‘sitting service’ costs could be reimbursed. For many disabled people, attending a meeting would incur other legitimate costs, such as replacement care beyond sitting, childcare, additional personal assistance or facilities, etc. The policy should include these items, and also specify approved or maximum rates which were in the upper quartile of the local average.</p> <p>A member referred to Appendix 1 (page 38 of the papers) and the bullet point which read ‘Payments should be made according to consistent and transparent criteria that take into account the level of involvement, the type of work and the skills and expertise required.’</p> <p>The member said that this bullet point needed to be changed as the payments should not be based on the level of skills and expertise.</p> <p>Kurt Moxley noted that Oxford Health NHS Foundation Trust had its own remuneration policy, and that the two policies needed to be aligned.</p> <p>The Executive Partnership Board agreed the Policy in principle, subject to there being a budget in place (Rachael Rothero to check this).</p>
7	<p>User-led Organisation (ULO) - verbal update</p> <p>Alison Lewis reported to members as follows:</p> <ul style="list-style-type: none"> • The User-led Organisation (ULO) had been re-named as the Service User Carer Organisation (SUCO).

- Alison Lewis was Chairman of SUCO, and Ian Cormack was Vice-Chairman of SUCO.
- Branding for SUCO was being developed, as well as a website.
- A development worker had been employed (Debbie Game) who would be attending each partnership board in due course.
- The SUCO steering group was made up of service users. The Self-Directed Support working group would be kept as a wider working group.
- The task for SUCO was to increase service user and carer representation on the partnership boards. These members could not all be recruited at the same time, and it was important that the right people were recruited. Two adverts had been placed in local papers, and contact was being made with other media as well.
- Training needs for each user group were also being looked at.
- When a volunteer came forward, they would be contacted initially by Debbie Game and then again by either Alison Lewis or by Ian Cormack.

Ian Cormack said that SUCO would be prioritising service user / carer representation for the Mental Health Partnership Board and for the Carers Partnership Board. User / carer representation for the Learning Disability Partnership Board was mainly being handled by Talkback.

At the next meeting a clear plan for engaging service users and carers would be presented.

8 Discussion about the Local Account

Paul Greenhalgh, Performance Manager, Adults and Family Wellbeing, told members the following:

- In May - June 2012 the Council would create its first Local Account, which would enable residents to judge how well the Council was performing in meeting priorities for adult social care in Buckinghamshire and in ensuring that value for money was being achieved.
- The Council wanted to involve users and carers in determining what the Local Account would look like. The aim was for the report to be clear and easy to read, in a format which was accessible.
- A working group had been put together and had met on 24 January 2012, and a questionnaire had been produced for members of the working group to take back to their organisations.
- Feedback was being obtained from the partnership boards, the Local Involvement Network, Older People's Action Groups, Town / Parish Councils and user groups. The questionnaire had also been sent out with the Carers Bucks newsletter.
- There was also an online questionnaire:
http://bucksconsultation.buckscc.gov.uk/bucksccp/kms/dmart.aspx?LoggingIn=tempVar&noIP=1&filter_Status=1
- The working group would meet again on 21 February 2012.

Steve Goldensmith asked how the priorities from the Local Account would fit with the partnership board priorities. Paul Greenhalgh said that the Local Account should fit with the Big ideas contained in the Commissioning Strategies, and would not contain new priorities.

A member said that the Local Account should express positive outcomes but also concerns and constraints. Other authorities had produced Local Accounts which varied widely in the amount of detail included.

A member asked if the Local Account would be submitted to the Care

	<p>Quality Commission (CQC). Paul Greenhalgh said that any major concerns would be fed into National Healthwatch by Local Healthwatch. The CQC might be involved in a worst case scenario. Local indicators (e.g. waiting times) would be monitored at a local level.</p> <p>Jane Taptiklis noted that if each Authority produced their Local Account in different formats, these could not be compared.</p> <p>Rachael Rothero said that there was a new social care outcome framework (attached). Many of the outcomes interfaced with the new health outcomes framework.</p> <p>Steve Goldensmith asked about the language in the Local Account, and if it would refer to outcomes. Paul Greenhalgh said that the language would be about priorities and delivery.</p>
<p>9</p>	<p>Date of next meeting</p> <p>21 May 2012, 1:30pm, venue tbc</p> <p>17 September 2012, 1:30pm, venue tbc</p> <p>10 December 2012, 1:30pm, venue tbc</p>

Chairman

Written Progress Update: Annual Health Checks for Adults with Learning Disabilities

The matter of Learning Disability annual health checks under the DES was discussed at the Enhanced Services Working Group on 2nd February. Out of that meeting, myself and a local GP are taking forward the planning and establishment of how we go about improving uptake. With this in mind we attended an event on 20th February which involved people from a variety of backgrounds,

At the event we were able to establish that the immediate focus for Buckinghamshire has to be around ensuring registers are aligned between practices and BCC, training for GPs is identified and carried out as this had previously been offered and needs to be re-introduced and for clinicians who now wish to take part in the DES.

A survey to all practices is being coordinated to distribute among GPs in order to ascertain statistical information as to why the health checks are not being completed and why if they are being completed practices are not making claims for them and if they are not being completed then what work is being undertaken with these patients.

We have discussed with Oxford PCT to gain an understanding of their methods for improving take up and this has demonstrated a model which we will review within Buckinghamshire and includes local specialist nursing teams providing support in the community.

Kaileigh Brown | Primary Care Manager (Buckinghamshire)

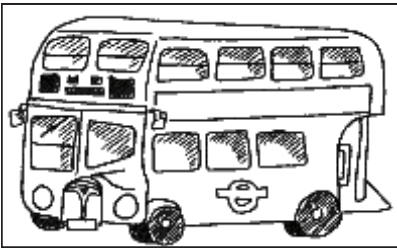
NHS Buckinghamshire and Oxfordshire Cluster

Rapid House, 40 Oxford Road, High Wycombe, Bucks HP11 2EE

tel: 01494 552293 | fax: 01494 552274

www.buckinghamshire.nhs.uk

Update provided: 27 February 2012



TRAVEL BUCKS STRATEGY

Talkback currently has over 60 self advocacy groups for people with learning disabilities running throughout Buckinghamshire. The evidence collected for this survey reflects the thoughts and opinions of people in those groups and includes people with a wide range of support needs.



More people with learning disabilities are being encouraged to use public transport in and around Buckinghamshire. Whether it be going to college, attending meetings, going to work placements or actually going to work, people with learning

disabilities are becoming more empowered to use public transport.

For those people that use the buses there are a few barriers that seem to get in the way of the experience being successful. For some people with learning disabilities learning bus routes and times, and bus numbers can take just that little bit of extra time. The problem is that all too often the routes are changed, or the bus numbers swapped and the whole process having to be learnt again.



For other people getting to work before 9am or 9.30am means additional money has to be found as the bus pass they have is only to be used after 9am or 9.30am. There have also been one of two incidents where people have got upset with the attitude of the driver of the bus.



Other people have said that sometimes the experience of using public buses has left them feeling that perhaps using dial-a-ride would be better. This can mean that people are restricting themselves to dial-a-ride rather than using or being a part of the local community.

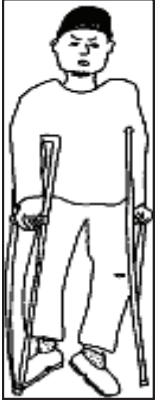
Alot of people with learning disabilities would only go on a bus supported by another person. The reasons for this are because they need that support to know when to get off the bus, and to ensure that they feel safe on the bus.



When buses get crowded people with learning disabilities can get a bit anxious. Not everyone is as patient as they could be or understand this anxiety and therefore misunderstandings occur with the result that the person with the learning disabilities ends up feeling bad.

Some people do use the buses regularly. Some people do find the drivers of the buses to be polite and courteous. However there are some incidents where people have had difficulties in getting understood and the drivers can be abrupt and rude.

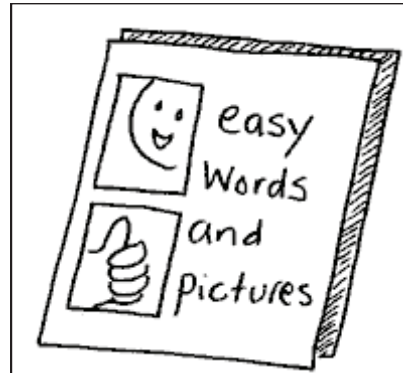
Some people with learning disabilities also have mobility aids and need to sit down before the bus drives away. This isn't always understood by the driver, and words are then said that causes everyone to get upset.



The Travel Bucks Strategy is not an easy document for people with learning disabilities to understand. For the best part people with disabilities do use buses and for a good number of people they only encounter minor problems.



However for those people that do have difficulties it is how these difficulties are dealt with that make all the difference.



Talkback
Amersham Community Centre
Chiltern Avenue
Amersham
Bucks
HP6 5AH

talkback@talkback-uk.com
01494 434448

	<p><u>Partnership Board Training Requirements.</u></p>	
<p>1.</p>	<p>Background</p> <p>At the Executive Partnership Board on the 20th February, it was requested that each board identify their training needs.</p> <p>The following Partnership Boards responded:</p> <p>Older Peoples</p> <p>Learning Disabilities</p> <p>Assistive Technologies</p> <p>PSD</p>	
<p>2.</p>	<p>Training / Support needs identified:</p> <ul style="list-style-type: none"> - Disability awareness training covering the six main groups (visual; hearing; wheelchair users; ambulant disabled; mental health & learning disabilities). - Reporting & communicating in meetings. - Making presentations; reports etc accessible - Chairing & facilitating meetings - Making & observing the rules of the meeting - Actions and reflection. - An understanding of the customer/care pathway relevant to the board's priorities. - An understanding of the structure & hierarchy of all the boards including how they relate to each other. - An overview of the roles and responsibilities of the main 	

	<p>agencies (A&FW; PCT; BHT; CCG`s) and the regulatory and legal structure within which they work.</p> <ul style="list-style-type: none"> - An overview of the challenges and constraints affecting disabled people and services. - An understanding of what members are expected to bring to the board. - Policy updates (ASC/NHS policy issues). 	
<p>3</p>	<p>Summary</p> <p>The needs at 2 fall under the following 3 headings:</p> <ul style="list-style-type: none"> - Effective meetings - Understanding the environment in which the boards operate - Disability awareness <p>Some areas of need could be met without training interventions but by circulating hierarchy charts and relevant policy updates at regular intervals.</p>	
<p>4.</p>	<p>Recommendations</p> <p>Establish Partnership Board Induction Training for all members which cover the headings detailed at 3 above. Length of training = 2 days (or 4 half days if preferred). Existing board members would trial training with the aim of repeating sessions each year, according to demand, for new members.</p> <p>b) Provide short briefing sessions once or twice a year for</p>	

	<p>all board members on policy updates and changes to roles and responsibilities within the main agencies.</p> <p>c) Support board members with their Individual training requirements i.e. presentation skills; chairing meetings etc.</p> <p>Several partner agencies have offered to run training for their respective boards, which I assume will be free of charge. The Executive Board may, however, feel that all partners would benefit from receiving training from an independent training provider who specialises in supporting this type of activity.</p>	
	S.Gammon	
	14.5.12	



Assistive Technology Partnership Board

Report

Title: Assistive Technology progress report
Date: May 2012
Author: Adam Willison
Contact officer: Adam Willison – 01296 382133

1. AT retail platform

- Business case for procurement of public online self-assessment tool for AT due to go to AFW Board this month for comments. Equipment Joint Mgt Group has already agreed to in principal. Exemption from standing orders being sought.
- Equipment retail providers, including Community Equipment Services – Nottingham Rehab Supplies, to be invited on at the end of May to a provider forum to discuss options for improving equipment retail in Bucks and also explain BCC position around online self assessment function. This event has been put back a month due to procurement engagement.

2. Telehealth platform

- Final draft of strategic business case to be postponed until later in the summer after consultation with Asst Director Joint Care. This is in order

to ensure all relevant parties are engaged with and that the document is fully developed. It was recognised in monthly Telehealth group that each of the health programme boards and a greater number of GPs need to be engaged with. Given the large changes facing the NHS, getting access to programme boards and GP time for consultation is taking some time. AT Manager has presented concept for Telehealth to 2 x GP localities and Adult Commissioners. A request has also been made in writing to each CCG for dedicated GP time per month to provide clinical steer on priority areas for future Telehealth projects.

- Speech and Language Therapy project now has a monthly operational group to drive activity forward. Video conferencing will hopefully be established by May - Bucks Healthcare Trust has agreed to fund and maintain this equipment. Community licence procured to allow unlimited access for patients for 3 months when trialling therapy software. This will help reduce need to procure expensive hardware. Bucks New University (BNU) is now also involved in evaluation of this project to support further rollout.
- Bucks Urgent Care Telehealth project has now finished. The units they were managing have all been consolidated within Community Equipment Services and are due to be redistributed to the Bucks Healthcare Community Nursing Teams. There will be an operational project group established for this as well to mirror Speech Therapy format.
- Monthly Telehealth Advisory and Overview Group established with NHS clinical and commissioning representation to drive agenda forward. Terms of reference and membership have been finalised and a plan of meetings at Rapid House have been established each month for 12/13. Awaiting confirmation of nominated GP to work with this group and AT Manager to help develop business case.

3. Raise AT awareness with key groups

- Additional AT Assessment Worker now trained and leading on assessments. Existing AT Assessment Worker managing operational and process improvements within service. AT Project Officer post that has been vacant for 12 months is currently being advertised.
- In discussion with Bucks New University to look at CPD and training opportunities for social workers and OT's to encourage them to undertake telecare assessments. Long term, I would envisage that this could be applied to health practitioners. A/W proposal from Bucks New University to take forward with BCC Learning and Development Team and Service Provision.

4. Evaluation and economic development

- A/W proposal from Bucks New University as research and evaluation partner on our forthcoming Telehealth development work and other new associated AT work. Bucks New University
- We are part of the organising committee for '2012 Paralympics Meet the Buyer Event' at Stoke Mandeville Stadium in Sept 12. This is an event where industry meets social healthcare practitioners to discuss, demonstrate and develop new advances in technology. It is being linked to the NSIC and has a Guttmann theme due to Stoke Mandeville Hospital National Spinal Injuries Clinic birth of the Paralympics. There is also wider work underway looking at economic legacy from this event, such as independent living opportunities. This initiative now has backing from senior BCC figures and a working group is underway to develop programme and details around the event. BCC AT is involved in this development which is looking at EU level promotion of Bucks as a technology research centre.

Next steps: -

- Meet with equipment retail providers to gauge next steps for installation

of self assessment tool and wider equipment retail development.

- Meet with Aylesbury Vale Clinical Commissioning Group (CCG) Chief Executive to establish Telehealth GP Lead.
- Review Bucks New University (BNU) research, evaluation and training proposal with Service Provision and Learning and Development.
- Develop spending plan to clarify areas where grant can be utilised.



Executive Partnership Board Report

Title: Carers Partnership Board Report
Date: 15 May 2012
Author: Nadiya Ashraf
Contact officer: Nadiya Ashraf x 7260

Carers Partnership Board Update – May 2012

The Carers Partnership Board met on 14 March 2012, this report is an update of key work of the group.

Carers Breaks

A joint proposal from NHS Bucks and BCC has been agreed to develop a joint short breaks scheme with funding from both organisation pooled. Members of the Partnership Board welcomed the good news and were keen to be involved in the development of the project. Zita Calkin – BCC would be leading this work and will provide regular feedback to the board.

The scheme will provide carers with flexibility and range of personalised services supported by a carer's brokerage system. The board highlighted the need for the process to be timely and not too arbitrary for carers. A pathway would be agreed highlighted routes to access the funding,

Priorities

In January the Partnership Board felt unable to complete the priorities template given timescales, the Partnership Board spent the March meeting discussing priorities from a carer's stakeholder event held by Carers Bucks. The key areas highlighted by carers were then formulated into priorities for the Board.

Board and Membership

The Board is chaired by a Carer – Ian Cormack and is attended by a number of Carers. The Group is looking to seek wider carer's representation covering all the care groups. This work will be managed by SUCO. At present an election for positions is not viable; this is something the group will work towards.

Expenses

The Partnership has made a commitment that no carers should be out of pocket as a result of their attendance at the Board. Carers are encouraged to complete expense forms. It has been agreed that expense forms will be circulated with future agenda packs for the board.

Advocacy

The group were provided with a verbal update on the recent changes to local Direct Payments and Advocacy Services- with POhWER taking on IMCA, IMHA, Individual Case Advocacy and the Direct Payments Support Service. The new provider has developed a number of on line fact sheets and tools which will be shared with SUCO. BCC is working with both the outgoing providers and new provider to ensure a safe transition. Existing services have been extended to ensure that clients receiving advocacy support receive continuity of provision.

Provider Market

The Partnership Board noted that it respected the outcome of tendering exercises but BCC needed to look more widely at the impact of a number of outcomes of procurements exercises that were impacting service users and carers and having a devastating impact on local providers. The Partnership Board would like to hold a session with key decision makers later in the year to look at impacts of recent decisions.

Bucks Safe-Guarding Board

Richard Brook confirmed as Carers Representative to the Board.

Prevention Board

Stephen Archibald confirmed as representative to the Board

SUCO Update

Ian Cormack provided an update.



Executive Partnership Board

Report

Title:	Learning Disability Partnership Board Update
Date:	14 th May 2012
Author:	Learning Disability Partnership Board Representatives
Contact officer:	Ainsley McDonnell



Priority Areas agreed by the LDPB

- Health
- Day Opportunities
- Keeping Safe
- Transport

The Learning Disability Partnership Board has met once since the Executive Partnership Board meeting held in February.

The Health, Services and Activities Group has met twice

Feedback has been submitted for the Transport Strategy

Day Opps Services and Activities group is due to meet May 17th

Keeping Safe meeting due to be held in May

LDPB has been represented re: the Local Account and feedback given

Health Update

The group is made up from representatives from Bucks County Council Commissioning Health Lead, Ridgeway, Community Team, Acute Services and Talkback.

The work of the group is focused on issues/needs identified by people with a learning disability. Agreed Health priorities are;

- Health Checks
 - Bucks is behind other areas around the country regarding Health checks for people with a learning disability. This situation was highlighted at the Time for change event 'Taking action for Health Checks ' South East Region Health forum.
- Health Action Plans
 - Ridgeway have designed a new Health Action Plan but because of the amount of colour it is proving too expensive to print.
- Health Passport
 - Bucks has been a leader in the field with regard to the development and use of Health Passports. Funding for Health Passports finishes end of May. This has a big impact on continued use, maintenance and development.
- Training
 - Treat Me Not my Knee training sessions are delivered in the 3 hospitals across the county. Training focuses on Communication, Disability Awareness and the use of Health Passports.
 - GP Surgeries need further training to increase awareness, improved and fair access and communication with people with a learning disability

Time for Change Event – Taking Action for Health Checks was attended by a representative from the LDPB

Action To submit a proposal for Training and continued funding for Health Passports.

Day Opportunities

People with a learning disability and family carers have a great number of concerns regarding the changes to Day Service provision. Linda Warmbier, the Day Opportunities Programme Manager had been invited to update the Board but was unable to attend on that date. The Board decided that a Day Opportunities Services and Activities Group Meeting should be co-ordinated and meet with Linda Warmbier and other key people for an update and to raise concerns so that information could be fed back at the next Learning Disability Partnership Board for discussion.

Timelines to aid communication, increase knowledge and understanding and reduce concerns had been agreed at the earlier Services and Activities Group since which time there have been a number of obstacles. To be discussed at Services and Activities meeting in May.

Keeping Safe

Next meeting has been arranged for this month. A Keeping Safe Conference is planned for later in the year.

It was highlighted by members of the Partnership Board that a representative from the Learning Disability Partnership Board should be part of the Safeguarding Board.

Action Safeguarding Board to be contacted re representation.

Transport

The Transport Strategy was not made available as an Easy Read document. Talkback worked alongside people with a learning disability on the strategy and produced an Easy Read response which was submitted to Bucks County Council.

The Learning Disability Partnership Board raised the concern that with all the changes to Day Opportunities, people are needing more help with independent travel.

Action To be addressed at the Services and Activities Group meeting on the 17th May

Other areas**Autism Steering Group**

The Partnership Board has been asked to identify a representative/s to be part of the Autism Steering Group.

Action Representative to be discussed and agreed at next Partnership Board

Local Account

The LDPB has been represented at Local Account meetings by Jennifer Basterfield from Talkback. Talkback has also gathered feedback from the “people” working groups which has been submitted to the Local Account Steering Group. They are hoping to use the “mini” paperoll produced by Talkback for the front cover.

Dignity in Care

Two people from the Burnham Working Group self elected to be representatives on behalf of the Learning Disability Partnership Board (supported by Sue Pigott, Talkback). The Partnership Board agreed.

Ridgeway

The LDPB are currently represented at the Ridgeway Stakeholder Engagement Group meetings by Matthew Forbes and Karen Mackenzie from Talkback and Andy Martin.



Executive Partnership Board Report

Title: Mental Health Partnership Board

Date: 21 May 2012

Author: Kurt Moxley

Contact officer: Kurt Moxley, Mental Health Strategic
Commissioning Lead

The Mental Health Partnership Board is still forming. We are meeting with SUCO in a week's time to look at service user input. As the Board is yet to form there have been no priorities considered yet although priorities for mental health will need to reflect the direction of the national strategy as well as the commissioning direction within Buckinghamshire.



Executive Partnership Board

Report

Title:	Older People Partnership Board (OPPB) Update for the 4 th quarter of 2011
Date:	21 May 2012
Author:	Christopher Reid
Contact officer:	cjreid@buckscc.gov.uk

Report of the OPPB meeting held on 18 January 2012

Key Points:

1. Brokerage Service Update

Diana Fentiman, project manager, gave an update stating that an accreditation process for brokers is underway with the aim of 30 brokers to be accredited by March 2012. They will then they be listed on the Trading Standards 'Support with Confidence' website.

The first approved brokers had started work in September/October 2011, linked to the Day Service Review. The brokers had been working to support people and find alternative support for them. Some very positive outcomes were starting to come from this. The work to date had largely been with learning disability clients. From April 2012 brokerage would be

offered to all client groups as part of the Care Manager assessment process. Diana was asked to return to the board after April to give an update on how the brokerage service was delivering for older people.

2. OPP Work Priorities

Discussion was held on the purpose and scope of the work priorities document and it was agreed to hold an away day in February 2012 for the board to discuss this in more detail.

3. Update from the Bucks 50 Plus Forum

Chris Stanners in the absence of Eric Davies, chair of the 50 Plus Forum, gave the following update:

- The Forum was looking at its role as a service provider to the County Council, e.g. in providing information, and in representing the views of older people. The Forum brought isolated people together, and now had 1400 members. The website was also a very important service.
- A list was being prepared of the activities carried out by each Older Person's Action Group to support the community.
- Eric Davies had attended a Transport Group meeting and a Local Emergencies Planning Group.

4. Update from the Older People's Champions' Forum

Chris Stanners, chair of the Older People's Champions' Forum, gave the following update:

- Trevor Boyd (Head of Service - Commissioning and Service Improvement Adults and Family Wellbeing) had attended to speak about managing care services, which had been very well received.
- Alex Care (Project Development Officer) had also attended the meeting to speak about Local Healthwatch.
- The Champions Forum had also received a written update report from Stewart George (Chair of the NHS Buckinghamshire and Oxfordshire Cluster) on the changes to the NHS. The transfer to Clinical Commissioning Groups (CCGs) was continuing. From April 2012 the CCGs would be taking shadow responsibility for much of the local decision making and commissioning. The NHS PCT Cluster would remain ultimately accountable until April 2013.
- The engagement process to discuss Better Healthcare in Buckinghamshire had been completed and the report was available on the PCT website.

Report of the OPPB meeting held on 21 March 2012

Key Points:

1. Local Account

Paul Greenhalgh, Performance Manager, explained the work by the Council in developing the local account noting the following points:

- In May/June 2012 the Council would create its first Local Account, which would enable residents to judge how well the Council was performing in meeting priorities for adult social care in

Buckinghamshire and in ensuring that value for money was being achieved.

- The Council wanted to involve users and carers in determining what the Local Account would look like. The aim was for the report to be clear and easy to read, in a format which was accessible.
- A working group had been put together and had met twice. A questionnaire had been produced for members of the working group to take back to their organisations.
- Feedback was being obtained from the partnership boards, the Local Involvement Network, Older People's Action Groups, Town / Parish Councils and user groups. The questionnaire had also been sent out with the Carers Bucks newsletter.
- There was also an online questionnaire:

http://bucksconsultation.buckscc.gov.uk/bucksccp/kms/dmart.aspx?LoggingIn=tempVar&noIP=1&filter_Status=1

Paul was advised to use the Bucks 50 Plus Forum website to advertise and communicate about the Local Account.

2. Bucks Connect

Liz Sheppard, communications and projects officer, told members that she was currently working on Bucks Connect, an online directory containing care services, support services, voluntary groups and community groups, Bucks Connect would be replacing Bucks info.net, which was due to close at the end of March 2012.

Currently the website was at the stage of being tweaked to make sure it was user-friendly and relevant. Bucks Connect would hopefully be launched in mid-April 2012. A public launch event was planned, to invite

some providers to showcase their ideas. This event would then be rolled out as several different events.

3. OPPB work priorities

Following the Away Day held on 13 February, an amended version of the priorities document had been circulated to members for their comments. The board agreed to adopt the priorities in principle in their current form, and to review these after 12 months and for the chair to circulate the agreed priorities and prepare a framework for members to contribute suggested actions against each priority.

4. Board membership

The chair had met with Chris Stanners and Helen Wailing to discuss the membership of the Board, and a proposed membership list was circulated. Members were asked to provide their comments to the proposed membership list.

5. Update from the Older People's Champions' Forum

Chris Stanners chair of the Older People's Champions' Forum, gave the following update:

- The Older People's Champions' Forum had a new Chairman, Paul Rogerson, who was the Cabinet Spokesman for Health.
- There was a good update from Ojalae Jenkins on dementia. About 2000 people were diagnosed with dementia in Bucks, but approximately 4000 were not diagnosed. There was a new action plan, which had gone to the Overview and Scrutiny Committee with ten recommendations.

- There was a good presentation on safeguarding adults. Chris Stanners had asked if referrals could be made anonymously and had been told that they could be.
- Another very good talk was on trading standards, and was very helpful.
- Chris Stanners also said that the Bucks 50 Plus Forum was working
- hard to recruit additional older people's champions and members for the OPPB.

6. Update from the Bucks 50 Plus Forum

Chris Stanners in the absence of Eric Davies, chair of the 50 Plus Forum, gave the following update:

- An information pack about the 50 Plus Forum was being prepared..
- A very good speaker had attended a Forum meeting to speak about the digital TV Switchover.
- The Citizens Advice Bureau had also attended a meeting to speak about the best energy deals.

7. Any other Business

The chair explained about the staff changes at senior management level and the interim arrangements until the director and head of adult services posts have been recruited to.



Executive Partnership Board

Report

Title:	Physical and Sensory Disability Partnership Board (PSDB) Update for the 4th quarter of 2011 - 2012
Date:	21 May 2012
Author:	Christopher Reid
Contact officer:	cjreid@buckscc.gov.uk

Report of the PSDB meeting held on 26 January 2012

Key points:

1. Priorities of the PSDB for 2012/2013

Discussion was held on the 2012/2013 work priorities for the board which would be need to be agreed at the Executive Partnership Board. The priorities would then form the basis of the work plan of which the board would be responsible for its delivery. Members were asked to consider what the priorities should be and bring these for discussion and finalisation at the board meeting in March.

2. National Benefits Update

Andrew Clark from BuDS reported that the Welfare Reform Bill was currently in the House of Lords and changes to the proposals were still being made. Andrew shared the analysis that BuDS had done in looking at the number of claimants and the types of benefits they were receiving and what impact of the Welfare Reforms to these benefits are likely to be. Some assumptions are:

- 660 people of working age in Bucks are currently receiving DLA at the higher rate and will lose all or part of their benefit. Of the 490 people of working age receiving DLA at the lower rate, 210 people will lose their Motability car or scooter. Most of the 490 people losing lower-rate DLA would be those with a sensory or learning disability or a mental health issue.
- Indirect consequences are about 7000 disabled people being affected by loss of benefit.
- Other knock on effects are the pressures on carers and family members significantly increasing as a result of people losing their independence as a result of benefit loss or reduction.

3. Service User Reference Group and ULO update

Debi Game, development worker from the User Led Organisation (ULO) reported that she was in the process of visiting all the partnership boards to introduce herself and it has become clear that the first priority of the ULO is to look at finding users and carer representation on all the Partnership Boards.

Other activities undertaken were:

- A mapping and gapping exercise on the current membership of the Boards
- The ULO Shadow Board and SDS reference group are meeting on 30 January to discuss work plans and longer term strategies

4. Update on the ImPACT Programme

Deene Barratt, ImPACT programme manager, took members through a short powerpoint presentation and highlighted the following key points;

- The biggest problem area known, in terms of accessing care urgently is the frail elderly who account for 80% of the money spent on urgent care.
- Workstreams planned include the development of Adult Community Health Teams which have now been integrated as part of Buckinghamshire Health Care Trust. District Nurses, Physiotherapists and Occupational Therapists are now working as integrated teams. They are set up in locality based teams which match the GP localities. The service is still at the bedding down stage but the benefits are starting to be seen. 24/7 response to urgent care has been provided since September. There is a one hour response team and different levels of response depending on the acute need.
- There is much closer working between the hospitals and the community teams. Community teams are now part of the ward round enabling care plans to be put in place for those who would benefit from being discharged from hospital sooner.
- The programme is also trying to prevent people from going into hospital in the first place. Work is taking place with GPs to identify patients who are at risk sooner rather than later. Social care teams are also based in localities and work is being done to align these with GP localities.

Report of the PSDB meeting held on 29 March 2012

Key points:

1. Bucks Connect

Liz Sheppard, Communications and Projects Officer, reported on the work in developing the new online directory called Bucks Connect. It encompasses useful information and contact details concerning care and support services; and community group activities. It has been designed in a way to make it easier for people and organisations to upload their information and access other information. The website will go live during mid-April 2012.

2. Wycombe District Council's review of services to people with Disabilities

Brian Pollock, councillor for Wycombe District Council, explained that the Council had set up a task and finish group to look at how the Council how dealing with people with disabilities through its services. Advice was being sought by the board on the areas of questioning and engagement approaches with disabled people to get their views. A workshop is planned for May 2012. The board agreed to recommend the questions to be considered by the Council for their review and to assist with publicising the workshop within their organisations and service users.

3. Update on the 2012 Paralympics

Vanessa King, programme manager, gave a presentation on the Paralympics preparations for Buckinghamshire and the details about the

events that were taking place. BuDS have been consulted on the preparations to ensure that the events are going to be accessible for disabled people. BuDS has raised the need for an accessible pathway from Stoke Mandeville railway station to the stadium as it falls short of being accessible. Vanessa agreed to provide a support plan on the future legacy of the Olympics and Paralympics to the board once it becomes available.

4. Priorities of the PSDPB for 2012/2013

The chair presented the latest version of the board priorities and it was agreed to take it to the Executive Partnership Board for approval.

5. National Benefits update

Andrew gave a further update on the latest developments around the Welfare Reform bill highlighting that there are several consultations underway by the Department of Work and Pensions on various regulations concerning the new personal independence payment that will replace DLA. There is also a consultation by the Disability Alliance on the effects on the latest iteration of the eligibility criteria for employment and support.



Executive Partnership Board Report

Title: Prevention Partnership Board Update

Date: MAY 2012

Author: Steve GoldenSmith

Contact officer: Xtn 3148

The Housing, Housing Support & Prevention Partnership Board has met once. This meeting brought together a wide range of partners to discuss and identify actions and priorities. The group will focus on the issues relating to people with moderate & lower level needs.

The initial meeting discussed how the group might function and how it relates to other partnership boards and decision making structures within BCC and its partners.

Three sub groups have been organised to identify the priorities in the areas of Housing & Housing Support, Communities and Wellbeing. These three groups will meet before the next Partnership Board where the priorities identified will be shared and discussed.



Assistive Technology Partnership Board

Priorities Template

57

Outcome	Priorities
1 Helping people to speak up and to be active citizens	Increasing service user and carer participation in AT board activities e.g. building on relationships through Carers Bucks and other user led organisations such as Alzheimer's Society and Age UK. Using these organisations to help identify potential participants.

Outcome	Priorities
	<p>Improve use of data collection and management information from real cases in promoting and informing priority areas for AT e.g. The issuing of a questionnaire post assessment allowing users to rate and comment on service and wellbeing and its impact on their independence. Also looking at those users that may decline the service and why.</p> <p>Advising on the stimulation of retail market to increase choice and competition for AT in Bucks e.g. inviting AT Board members to AT provider forums to comment on what retailers stock. This could range from local independent retailers, through to large national retailers.</p>

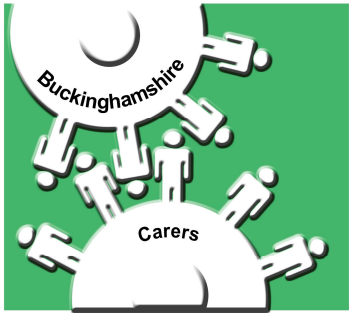
Outcome	Priorities
2 Supporting Carers	<p>Promoting provision and information of AT that may help to relieve carer burden e.g. Buddi Holiday Scheme, expanding use of online resources such as Bucks Connect and online assessment functions. We need to ensure that carers who are not able to access online resources, are supported to do so in other ways such as equipment 'surgeries' and supported self assessment at home.</p> <p>Improving on existing support delivered to voluntary organisations e.g. contributing towards Carers Bucks development of AT community awareness programme beyond just financial resources.</p>

Outcome	Priorities
3 Day and employment opportunities	<p>Improving access to AT that can support service users in day and employment opportunities, particularly those with higher levels of need that may currently not be able to e.g. the use of cognitive support technology to aid a service user in returning to work.</p> <p>Work collaboratively with day opportunity providers to promote the use of AT in ensuring that those that want day opportunities, are able to have them. Also, look at requirements and application of AT in new day centres.</p>

Outcome	Priorities
4 Housing and support	<p>Helping service users who wish to remain at home, to do so, through the innovative use of AT e.g. ensuring that AT systems are considered when new care facilities are being developed, or adapting simple technology to go beyond its original design purpose.</p> <p>Ensuring AT is considered in every discharge plan by either Health or Social care e.g. when someone leaves hospital, they can do so earlier with the support of AT</p>

Outcome	Priorities
5 Improving Health	<p>Making health related AT available to a greater number of service users e.g. Promoting Telehealth to be as prolific as Telecare through a retail platform and beyond just social care and NHS provision.</p> <p>To work with Assistant Director for Quality in the PCT to develop quality indicators and the PCT Contracts Team to ensure providers (e.g. Bucks Healthcare Trust, GPs and Oxford Health) are supported to embrace AT as a core part of the development of services.</p>
6 Personalisation	<p>Ensuring that the AT assessment process continues to be tailored to individual service user needs when merged with single assessment process e.g. that AT is</p>

Outcome	Priorities
	<p>not 'watered down' as a result of practitioners having to assess for multiple needs.</p> <p>Building AT into self directed support and personal healthcare plans and ensuring equipment available is flexible enough to meet changing needs e.g. training all social care practitioners to be able to assess for AT as a standard part of the care assessment process and understand services available for individual needs.</p>



Partnership Board

Carers Partnership Board Priorities Template

Outcome	Priorities
<p>1 Helping people to speak up and to be active citizens</p>	<p>To meet with the Cabinet Lead and Senior Officers within the next 12 months to discuss the way commissioning impacts on carers.</p> <p>To increase the number of carer representatives on the Carers Partnership Board to include carers of people from each of the service user groups.</p> <p>The Carers Partnership Board to represent a view to the Hospital Trust on how Carers should be fully involved in the discharge process from hospital and that the carer's own views and their own needs should be given appropriate weight in the pre-discharge assessment process.</p>

Outcome	Priorities
2 Supporting Carers	<p>To ensure that the equality assessments produced by the Local Authority fully examine the impact of each proposed change on carers as well as for other disadvantaged groups.</p> <p>To deliver a workshop, jointly for carers and professionals, which promotes the view, that family carers should be at the heart of decision making, particularly where capacity is an issue and that the principles of personalisation should be at the heart of services for both carers, as well as for the people they care for.</p> <p>To request and to contribute to a Joint Plan on the provision of Breaks for Carers to be published by the Local Authority and the NHS by the end of September 2012 in consultation with the Carers Partnership Board.</p>
3 Day and employment opportunities	<p>To actively promote and champion the view that carers should be appropriately consulted and represented throughout procurement processes undertaken by the Council, including at the design stage.</p>

Outcome	Priorities
	<p>To review and to ensure, that adequate support, continuity and progress is achieved for carers of young people going through the transition process from children's to adult services and that the new plan is sustainable in terms of the carer's contribution.</p> <p>To assess, monitor and highlight any inadequacies during the day opportunity transition process in terms of how changes in services affect carers.</p>
4 Housing and support	<p>To open a dialogue with the District Councils to establish their housing (?) provision, allocation and support policies in relation to carers and the people they care for.</p>

Outcome	Priorities
5 Improving Health	<p>To work with BCC lead Commissioners to commission an agreed number of moving and handling courses for carers over the next 12 months.</p> <p>Research best practice regarding carers health checks in primary care and develop a proposal for implementing this in Bucks</p> <p>Support the health of long term carers by establishing a carers breaks scheme which is evaluated during 2012-2013</p>
6 Personalisation	<p>To review advice and information available to carers around the direct payments process and commissioning.</p> <p>To identify and develop an advice service for self funders to include guidance on support planning.</p> <p>To assist in developing policy and procedures to enable the County Council to offer a self directed assessment process to carers, with the potential outcome of a personalised service</p>

Outcome	Priorities
	delivered through direct payments specifically to meet the carers needs.

Learning Disability Partnership Board – Priorities 2012

1. Reasonable adjustments

- Community activities to be accessible to people with learning disabilities e.g. easy read information with pictures.
- People with learning disabilities are supported to attend meetings and can take part e.g. more time given to answer questions or understand topics.
- Transport to and from activities is suitable and supported with good services from bus/ passenger contracts.

2. Carers

- Good information available to carers to help them cope with day care changes.
- Short breaks available to enable carers to have regular breaks from caring.

3. Day Opportunities

- Ensure that a 2timeline2 is set up in day services to help people understand the changes.
- Providers of services to look at ways of providing work experience.
- Look at college placements and courses and ensure that they are of good quality.

4. Accommodation and Support

- To work alongside providers to ensure that the right type of property is available for people to live in.
- To look at better ways of providing support to people to understand budgets.

5. Health

- Set up a health working group to look at health checks, health action plans and health passports.
- Look at the training needs of health employees.

6. Personalisation

- To have an easier word than “personalisation”.
 - To support people to find ways of understanding money, benefits and self directed support.
-



Older People's Priorities

*“Challenging and addressing ageism and other forms of discrimination, recognising diversity and promoting more positive images of older people”
(Bucks Charter for Older People)*

Outcome	Priorities
<p>1 Helping people to speak up and to be active citizens</p>	<p>That older people are able to access training, support and accessible information for effective participation in meetings, events and in the generation of policy/strategy.</p> <p>That the priorities for older people are addressed within local transport and environment strategies</p> <p>That the priorities for older people are addressed within the</p>

Outcome	Priorities
	<p>development and implementation of the Prevention Matters – building community capacity development programme, including the provision of independent financial advice.</p> <p>That older people are able to have an effective say in the shaping of the social and health care market for purchasing via direct payments, individual budgets and health budgets</p> <p>That older people are able to have an effective say in the development of the single point of access (111 number) for information and signposting across health and social care.</p>
<p>2 Supporting Carers</p>	<p>That the joint carer commissioning strategy has a focus on carers of older people and older carers, including the identification of carers and accessibility of information for carers</p> <p>That measures are taken for carers to be involved in hospital</p>

Outcome	Priorities
	<p>discharge planning and represented in the development of GP commissioning arrangements</p> <p>That the priorities for carers are addressed within the development of integrated health and social care teams, including joint services for carers</p>
<p>3 Day and employment opportunities</p>	<p>That the priorities for older people are addressed within the implementation of the modernisation of day services programme</p>
<p>4 Housing and support</p>	<p>That local housing strategies address the need for sufficient housing and supported living options for older people in the county</p> <p>That measures are taken for nursing and residential care homes to follow and adhere to quality standards around end of life care, palliative care & support for long term neurological conditions</p>

Outcome	Priorities
	<p>That there is a range of support available for older self-funders who may be at risk of being unable to live in their own homes or who may require hospital admission</p>
<p>5 Improving Health and Well-Being</p>	<p>That we have a joint strategy and service response between health and social care that will help to prevent or reduce the risk of falling for older people</p> <p>That county-wide exercise opportunities are available for older people, including frailer older people within care homes</p> <p>That there are service measures in place for timely diagnosis and intervention around depression and dementia.</p>

Outcome	Priorities
<p>6 Personalisation</p>	<p>That there is a programme of initiatives targeted at older people to help improve their well-being, e.g. promotion of healthy diets and healthy lifestyles</p> <p>That measures are in place to provide full transparency in the assessment and care planning process so that the wider family group of the older service user can be more involved and be able to challenge</p> <p>That Health and Social Care are taking measures to promote zero tolerance of all forms of abuse, particularly through Dignity in Care and Protecting Safeguarding</p>



Physical and Sensory Disability Partnership Board Work Priorities 2012 - 2013

79

Outcome	Priorities
<p>1 Helping people to speak up and to be active citizens</p>	<p>That statutory organisations and 3rd sector organisations are effectively assisting disabled people to make their views known effectively within engagement forums in Bucks</p> <p>That statutory organisations are fulfilling their Equality Duty requirements and are taking active action to address discrimination and inequality against disabled people</p> <p>That the priorities for disabled people are being addressed within the development and implementation of the Prevention Matters – building community capacity development programme,</p>
<p>2 Supporting Carers</p>	<p>That the joint carers commissioning strategy have a focus on carers of disabled</p>

Outcome	Priorities
	<p>people and disabled carers, including the identification of such carers and the accessibility of information for such carers</p> <p>That the priorities for carers are being addressed within the development of integrated health and social care teams, including joint services for carers</p>
<p>3 Day and employment opportunities</p>	<p>That the priorities for disabled people and where 3rd sector organisations have a role are addressed within the implementation of the modernisation of day services programme</p> <p>That initiatives are undertaken to ensure disabled people are actively being assisted in work preparation and accessing employment</p>
<p>4 Housing and support</p>	<p>That there is a range of housing and supported living options available, including the offer of assistive technology, to meet the requirements of disabled people in the county</p> <p>That nursing and residential care homes address fully the needs of disabled people through the provision of training and developing good practice around</p>

Outcome	Priorities
	end of life care, palliative care & support for long term neurological conditions
5 Improving Health & Well-being	<p>That the priorities for disabled people are addressed within the future commissioning of neurology and neuro-rehab services, including the development of long term stroke support services in the community</p> <p>That the priorities for disabled people are addressed within the development of a single point of access to an integrated discharge process and the development of integrated re-enablement services to support discharge from hospital.</p> <p>To advise and engage on the development of personal health budgets following the DH pilots ending in 2012</p> <p>That disabled people are given priority within the 'Five Ways to Well-Being' county-wide campaign</p>
6 Personalisation	<p>That initiatives on promoting and protecting safeguarding, including Dignity in Care, has a focus on achieving outcomes for disabled people</p>

Outcome	Priorities
	<p data-bbox="757 199 2049 304">That disabled people have access to effective brokerage services and a social care market to buy services from using direct payments or individual budgets</p> <p data-bbox="757 395 2087 501">That statutory organisations have a strategy in place to support disabled people who may be disadvantaged by the impact of the planned welfare benefit reforms.</p>

* Consideration should be given to the following areas of measurement for underpinning the actions above:

1. Discrimination & Equality, 2. Work & Employment, 3. Access (in the sense of the ability of disabled people to physically use premises and services), 4. Transport,
5. Benefits, 6. Carers, 7. LA and NHS Services, 8. Self-funders



Bucks Service User and Carer Organisation

Executive Partnership Board – 21 May 2012

SUCO - Chairman's Report

It has been a hectic few months, both within SUCO and County as a whole, hopefully things will settle down a bit and take a slower pace.

We are all very aware that potentially major changes are looming in respect of Benefits, health care as well as social care. We have begun to see this as plans are afoot to move the services from one hospital to another – for many this creates major problems with transport etc.

In the meantime the following is a brief insight into SUCO and the SDS Reference Group

• **Developing SUCO**

SUCO Management Board – in place

SUCO development worker – in place

SUCO Governance –

- Discussions begun with Community Impact Bucks
- SUCO Terms of Reference are under review.
- Re-imburement policy in place,

SUCO Promotion -

- Logo created
- Leaflet produced
- Website being developed
- Chairman's 'Welcome' letter created and to be circulated

• **Recruitment to Partnership Boards**

- Meeting with potential representatives taken place, follow up work in hand to discuss with individuals what support they may need to attend

• **SUCO Work Plan**

- SUCO is currently updating our previous work plan with a view to producing four or five quarterly priorities on an on-going basis.

High on the agenda are

- Transformation of Day Opportunities – PA development and brokerage.
- Development of the new Direct Payments Service – Contact made with POhWER - currently reviewing the new Direct Payment Leaflets
- Pre-payment Cards for Direct Payments – continuing to raise awareness that these should be only 'one' of the options as laid down in DoH guidance and should not become the 'default'

- Breaks for Carers – continuing to raise the importance of Carers breaks in line with DoH guidance
- Looking at the current SDAQ assessment process, and how RISK is assessed, especially in light of the day services transformation
- Transport – we are working to highlight the lack of effective and accessible transport, and the major problems faced getting to local hospitals

SDS Service User & Carer Reference Group

- SDS reference Group Information day for Carers of those with a Learning Disability – to be held on the 26th June in Aylesbury, we plan to run a further one in the south of the county later in the summer
- On-going development of the workshops – both whole day as well as some smaller sessions
- Alison in her role with the Access Group along with Ian Cormack as a Carer - have been co-opted onto Wycombe district council's Task and finish Group to help them review the services they offer and do they meet the needs of those residents with a disability – this is a piece of work they have undertaken along with BCC's Physical and Sensory partnership board. A workshop is to be held in marlow on the 24th may for people to come and raise issues both good and bad.
- The outcome of the above workshop will be fed back to both Councils and circulated around the Boards later in the year
- The Reference Group is working to re-establish our regular 'DPO forum' on a bi-monthly rota to include a programme of regular speakers and welcome both old and new members
- To kick this off SUCO has been in discussion with INDI (infrastructure network disability information) and we are to hold a joint event on the morning of the 19th June 2012 – details to follow.
- This will also include Milton Keynes and Oxfordshire groups.
- It is hoped that Rachel Wallech the Ambassador from the Government's Office of Disability Information (ODI) will be joining us.

regards
Alison Lewis

phone - 0300 777 2711
mobile - 0789 691 9616



Bucks Service User and Carer Organisation

Update Paper Executive Partnership Board – 21 May 2012

1. Developing Organisation, Board and Constitution

Our work plan is currently being updated with the aim of producing four or five quarterly priorities on an on going basis.

SUCO Board and SDS Reference Group meetings now run separately. SUCO meetings run monthly where agendas focus on overarching strategy and direction of the work of SUCO. SDS Reference Group meetings are bi-monthly, and is responsible for the delivery of SDS workshops. It also has in place a speaker programme.

We are working to expand SUCO Board membership. One new member since January 2012 and discussions are on going with two further potential members.

2. Policy Development

Reimbursement policy and process is complete and in place. Work includes development of expenses forms. Service users and carer representatives across all partnership boards have been contacted and the policy, expenses forms and guidance has been sent to all. They have also been asked to complete and return a simple interest form so we can keep a record of who is involved. We have contacted Nadiya Ashraf to ask for advice relating to service user and carer expenses for the AT, LD and Supported Living Partnership Boards. We have asked service users and carers to discuss with us expenses other than straight forward travel costs, so that we can do some budget projections. Review date for policy June 2012.

All other SUCO policies have been updated for consistent presentation and amended to reflect the change from Bucks ULO to Bucks SUCO. Review dates are in place for all policies.

SUCO Terms of Reference are under review.

We are at the start of talks with Community Impact Bucks regarding governance.

3. Information Development

We are at the start of developing a comprehensive database of Voluntary Organisations as part of work we are doing to promote SUCO. Currently we have identified 71 Buckinghamshire organisations and 26 National organisations. We will be working with Community Impact Bucks to help us grow the database with appropriate named contacts and contact details.

Our website Statement of Requirements has been developed in conjunction with Community Impact Bucks. We have had an initial meeting with a Community Impact Bucks expert volunteer to develop Statement of Requirements into a specification. We hope to start developing the actual website by end of May.

SUCO Information leaflet developed and attached to this report.

SUCO logo and branding created. Artwork for business stationary developed. Letterhead and compliment slips ordered. Electronic logo being used.

SUCO Chair's letter to Voluntary Organisations which introduces the work of SUCO and our role in recruiting service users and carers to Partnership Boards is drafted and organisations identified. Letter to be sent middle of May.

4. Recruitment to Partnership Boards

SUCO met with Bucks County Council in February where it was agreed that recruitment for the Carers and Mental Health Partnership Boards would be a first priority. Following on from that we have met with Oxford Health, Carers Bucks, Hightown and Bucks County Council regarding the work of SUCO and how best to approach the recruitment of service users and carers to the Carers and MH Partnership Boards. We have also written to Bucks MIND.

Individual contact has been made with approx 24 potential service users and carers who have been recommended to us by a number of different sources. Information leaflets and interest forms have been sent to all those who have been contacted. We have presented to two Hightown tenant meetings.

5. Information Morning for Potential Service User and Carer Rep.

A very successful information morning was held on 11 May at Amersham Community Centre. Five potential representatives for the Carers Partnership Board and three potential service user and carer representatives for the Mental Health Partnership Board attended. Presentations were undertaken by Alison Lewis (Chair SUCO) and Ian Cormack (Vice Chair SUCO). Kurt Moxley attended as Chair of Mental Health Partnership Board and Pat Milner represented Bucks County Council. The aim of the morning was to introduce SUCO, provide information on the Carers and Mental Health Partnership Boards, outline the role of service user and carer representatives on Partnership Boards and for potential representatives to ask questions and find out more. A programme for the morning is attached for information.

SUCO will be following up with all attendees and hope to have a number of representatives participating in the Carers Partnership Board in June and the Mental Health Partnership Board in July.

6. Establishment of Expert Groups for Consultations

Alongside work to recruit for Partnership Boards we are looking to have groups of service users and carers who want to be involved but cannot commit to attending Partnership Board Meetings. The plan is to develop virtual expert groups who SUCO can call upon to review and comment on Bucks County Council consultations etc.

Currently have around 7 potential candidates for this but expect to expand membership as part of work recruiting for Partnership Boards.

7. Training and Support

We now have Information pack for information mornings, this will be handed out to those attending 11 May and any further mornings we run.

It is planned that at our information mornings we find out from service users and carers themselves what skills they would like to develop and where any gaps in their skills might be. We will also talk to them what support they would like from us. We will take this information away and use it to develop individual development plans and help us to identify different types of training. We will agree an outline training strategy at the next SUCO Board meeting on 28 May. This work will continue to develop as we recruit to other Partnership Boards.

We hope to work closely with Hightown to make sure that Mental Health service users are fully supported by both care managers and SUCO, we are in discussion with James Gladding from Hightown about how best to do this.

Alongside this work we will have ready an induction pack for those taking up roles as service user and carer representatives on the Carers and MH Partnership Boards. We will be talking to the Chairs of these Boards shortly after 11 May about material that should go into the pack.

8. Networking

SUCO is in discussions with INDI about holding a joint networking event on 19 June. Venue has been confirmed, details of the event to be fleshed out with Joanna Matthews of INDI.

Bucks SUCO
16 May 2012

How can you get involved?

You might like to become a member of one of five Bucks County Council Partnership Boards;

- Physical and Sensory Disability
- Mental Health
- Learning Disability
- Older People
- Carers

Join our Board at SUCO.

Become a member of one of our special interest groups.

Or if you only have a limited amount of time you could contribute to one off consultation exercises.



We would support you by:

Paying agreed expenses.

Providing practical help and support.

Providing opportunities to develop skills to support your involvement.

Next Steps:

You can visit our website, where you will find an interest form to fill in: www.suco.org.uk

Or you could email us at: info@suco.org.uk

Better still you might like to call us on: 0300 777 2711.

Then we could arrange for an interest form to go in the post and tell you a little more about ourselves, it is so difficult to tell you everything in a leaflet.

If you would like this leaflet in an alternative format or larger print please call us.



Service User and Carer Representation

Get Involved and Make a Difference

Promoting Service User and Carer Engagement in Buckinghamshire

Who are we?

The Bucks Service User and Carer Organisation (SUCO) is a newly formed organisation, created and led by service users and carers in response to:

Government's expectation for local councils to actively include service users and carers when designing, implementing and monitoring Adult Social Care Services.

Bucks County Council asking SUCO to find service users and carers who would like to be involved and to support their involvement.

SUCO evolved from the work of the Self Directed Support (SDS) Service User and Carer Reference Group, who provided a service user and carer voice to Bucks County Council during the design, implementation and overview of the county's Self Directed Support Programme

What do we do?

We work in close partnership with Bucks County Council to assist with developing and shaping the recent changes within Adult Social Care

We find service users and carers to represent the views of their community on Bucks County Council Boards and Groups.

We offer views on policies relating to Adult Social Care Services.

We keep service users and carers informed about changes that may affect them.

We provide a link to other related organisations locally, regionally and nationally.



Who we are looking for?

People who can speak up on behalf of others and feel comfortable representing their interests.

People who are happy to attend meetings, consultations and sometimes tender panels and other engagement activities.

People who will share information and report back on the events that they attend.

Those with a special interest in: Physical and Sensory Disability, Mental Health, Learning Disability, Older People and Carers.





Bucks Service User and Carer Organisation

Service User and Carer Representation
Bucks CC Mental Health and Carer Partnership Boards

Friday 11 May 11am – 2.30pm
Committee Room
Amersham Community Centre
Chiltern Avenue
Amersham
Buckinghamshire
HP6 5AH

11.00	Introduction	Alison Lewis - Chair SUCO Ian Cormack – Vice Chair SUCO
11.15	Role of SUCO	Alison Lewis/IanCormack –
11.30	Service User and Carer Representation	Alison Lewis/Ian Cormack
11.45	Bucks CC Partnership Boards	Kurt Moxley – Senior Joint Commissioner Mental Health Partnership Board Bucks CC
11.55	Mental Health Partnership Board	Kurt Moxley
12.05	Carers Partnership Board	Ian Cormack – Chair Carers Partnership Board
12,15	Coffee	
12.30	Mental Health Reps Q&A	Alison/Ian/Kurt
	Carers Reps Training/Induction/Reimbursement	Ann/Debi
1.00	Carers Reps Q&A	Alison/Ian
	Mental Health Reps Training/Induction/Reimbursement	Ann/Debi
1.30	Lunch	

