



Physical and Sensory Disability Partnership Board

Minutes Thursday 26 July 2012

Those in attendance:	
Stephen Archibald	Carers Bucks
Maureen Armitage	Buckinghamshire Alliance of Neurological Organisations
Sue Brooks	Connexions
Debi Game	Bucks ULO
Steve Goldensmith	Lead Commissioner Housing, Housing Related Support and Prevention
Sharon Griffin	
Dr Maggie Murphy	CNRS
Elaine Norris	Department of Work & Pensions
Ted Piker	Wycombe District Council
Brian Pollock	Wycombe District Council
Paul Rogerson	Cabinet Spokesman - Health & Wellbeing
Andrew Shipley	Bucks Vision
Zoe Sutherland	Breathe Easy
Jo Woolf	Chilterns MS Centre



No	Item
1	Apologies for Absence / Changes in Membership

	<p>Apologies for absence were received from Christopher Reid, Andrew Clark, Lorna Hume, Alison Lewis and Julie Richardson.</p>
2	<p>Minutes of the Previous Meeting / Matters Arising</p> <p>The minutes of the meeting held on 31 May 2012 were agreed as a correct record after the following amendments had been made.</p> <p>The agenda pack is to be split into separate documents (agenda/reports). Email link to agenda papers to be included in email to Board members.</p> <p style="text-align: right;">Action: Sharon Griffin</p> <p>Page 2</p> <p>PIP is shaping up etc</p> <p>A request was made for additional information on PIP. Andrew Clark is to be contacted.</p> <p style="text-align: right;">Action: Sharon Griffin</p> <p>Confirm if comments about the letting of Advocacy Service to a private sector organisation from outside the county have been passed to AFW.</p> <p style="text-align: right;">Action: Chris Reid</p> <p>Diagram from Prevention Matters Programme to be obtained.</p> <p style="text-align: right;">Action: Chris Reid</p> <p>Page 4</p> <p>Five Ways to Wellbeing</p> <p>Working Group to be contacted to provide a response to the question about the translation of campaign information into other language.</p> <p style="text-align: right;">Action: April Brett/Sharon Griffin</p>

Representative from the team leading the next stage of the Healthy Minds campaign to be invited to a future meeting of the PSDPB.

Action: Chris Reid/Sharon Griffin

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Section 106 Funding & the Prevention Matter Programme

Remove 'Section 106 Funding' from title of the agenda item.

Action: Sharon Griffin

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Day Opportunities

Bharti Quinn advised that brokers are paid an inclusive fee of between £18-20 per hour based on the complexity and length of involvement.

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Strengthening Transitions Arrangements

2nd paragraph – 10 pathfinders to be amended to 20.

Jane O'Grady/Tracy Ironmonger to be invited to a future meeting to provide an update on the Public Health & Prevention Agenda.

Action: Chris Reid/Sharon Griffin

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'Headway has received funding from the Roald Dahl Trust' – to be amended to 'Headway could receive funding if they have clients under the age of 25'.

Action: Sharon Griffin

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Buckinghamshire Safeguarding Vulnerable Adult Board

Clarification to be given on how those with hearing impairment make a report to the Safeguarding team.

Action: Charles Owen-Conway

3 Update from the Bucks Service User and Carer Organisation (SUCO)

Debi Game and Stephen Archibald, Bucks Service User and Carer Organisation (SUCO) were welcomed to the meeting.

Debi gave the following update.

- an update paper was presented to the Executive Partnership Board on the 21 May 2012.
- SUCO has two new members and it is hoped that a third person will be recruited before the next Board meeting on the 30 July 2012.
- Alison Lewis and Ian Cormack are stepping down from their current roles as Chairman and Vice Chairman of SUCO.
- SUCO are looking to expand and reinforce the Board and recruitment is underway. Meetings have taken place with Bucks County Council, Oxford Health, Carers Bucks and Hightown regarding the work of SUCO and how best to approach the recruitment of service users and carers to the Partnership Boards. A letter has also been sent to Bucks MIND. Individual voluntary organisations have been contacted directly.
- Recruitment of a 50% Service User and Carer representation on the PSD Board is required by the Executive Board. In order to give SUCO time to recruit enough additional service users and carers, the elections should take place in October this year. In the context of the PSD Board that would mean holding elections before the meeting on the 29th November and would allow for further discussions of process at the meeting of the 27th September.
- With regard to the process for electing co-chairs, discussions are

taking place with the BCC to develop a policy which will apply across all Partnership Boards. The policy is in draft and Nadiya Ashraf will have responsibility for signing it off as part of her role as Lead Commissioner Carer and User Engagement.

SUCO are specifically looking at recruitment of Service Users and Carers to the PSDPB at present and members were advised to actively encourage anyone they know would like to be involved.

During the update the following questions were asked and points made.

Are there any particular areas not represented on the PSDPB?

Older people and carers are not represented on the PSDPB. Service users attend the PSDPB meetings but they are representing other organisations.

With regard to the request for representation from an older person, is there was an age restriction. There is no age restriction in place; however there would possibly be a preference for someone over the age of 50 years or more.

Is it possible to have clarification of the role of SUCO. Debi Game explained that SUCO have been commissioned by the County Council to recruit and support service users and carer representatives for the Partnership Boards. Stephen Archibald added that SUCO is not currently a legal body in its own right; it is hosted by Carers Bucks. The long term aim is for SUCO to become an independent functioning body in its own right, providing support to service users and carers.

Will voluntary organisations will be consulted about membership. Consultation with voluntary organisations is seen as a very important

part of the recruitment of members for the Partnership Boards. Service user and Carer groups will also be consulted and close links forged to facilitate recruitment.

Can an individual jointly represent older people and carers? Yes it is possible for an individual to represent both older people and carers.

Have Oxford Health been consulted. Meetings have taken place with Oxford Health and Kirk Moxley, Chairman of the Mental Health Partnership Board. SUCO is very mindful of the geographic places which could be left out of the consultation and is keen for partnership working to take place with Oxford Health.

Is it possible for a representative from SUCO to provide an update to individual organisations and groups. Visits to organisations and groups can be arranged where requested as service users and carers are being sought to represent the views of their community. Support will be provided in the form of the payment of agreed expenses, the provision of practical help & support & the opportunity to develop skills to support individual involvement. SUCO is working with Sarah Gammon, Learning & Development Manager, BCC, to develop a joint training and induction programme. A leaflet giving information of membership- key qualities is to be circulated to PSDPB members.

Action: Debi Game/Sharon Griffin

Is it possible to send a mailshot directly to service users. Debi explained that she has recently attended a meeting of the Carers Partnership Board during which members advised that cold calling was not as successful as contacting organisations through established links.

Where would the influence with the Health and Wellbeing Board

be? The PSDPB reports to the Executive Partnership Board who in turn report to Adult Commissioners and the Shadow Health & Wellbeing Board. The reason for this recruitment is to provide Service Users and Carers with the opportunity to be involved and engaged in the discussions around the development and delivery of Adult Social Care Services – this is a Department of Health statutory requirement.

Steven Goldensmith advised that a discussion has taken place with the members of the Prevention Partnership Board about engagement, holding actions to account and making sure actions are followed through. Although members of the PSDPB will focus on the priorities of their specific board, there will be an overlap from the other Partnership Boards.

Is it possible to give some indication of the level of time commitment needed in terms of meeting time, reading of documents etc.

What are the expected outcomes and do representatives have any influence over decisions made. Four new representatives have been recruited to the Carers Partnership Board and the required level of 50% of Service User and Carers representation has almost been reached. The new representatives are enjoying being able to contribute to the meetings. The Mental Health Partnership Board is not developed enough as yet to benefit from the recruitment of Service Users and Carers and work needs to take place on priorities and full membership from other areas of the community i.e. service providers.

What will the training programme look like. Training could be as simple as looking at the skills of chairing/co-chairing a meeting, presentation skills, positive questioning, getting views across

effectively, IT courses and sourcing of information.

How does the SUCO support new members and enable them to feel at 'home' as often the participation of new members is limited as they are not prepared for the range and depth of the items being discussed. The starting point is an information day which potential representatives are invited to attend. 1-2 members of the specific Partnership Board are also invited along. The aim is to have 2 volunteers talk to the new members prior to attending their first Partnership Board meeting and to receive an information pack which include specific information about the Board i.e. priorities. Work is taking place on an induction pack and the more information being available from the beginning of the induction process.

Steven Goldensmith said that challenge is for members of the PSDPB to look at their own organisation and find suitable representatives for SUCO/Partnership Board.

Maureen Armitage explained that employees at Buckinghamshire Alliance of Neurological Organisation (BANO) are paid workers not volunteers. One of the major concerns raised is the lack of transport within the county and the time element of attending meetings. Zoe Sutherland added that it is difficult to get people to attend Breathe Easy groups in Buckinghamshire. SUCO will fund the cost of attending meetings i.e. petrol costs, sitter fees etc.

Service Users and Carers need to be aware that costs of attending meetings will be funded by SUCO. Information also has to be easy to access, easy to read and to use. Some of agendas are very long i.e. the last Executive Partnership Board was 90 pages. Ways to reduce the size of agendas need to be looked at.

4	Update on LINK This item was deferred to the September meeting of the Board as Lorna Hume was unable to attend.
5	Wycombe District Council - review for people with disabilities Councillor Brian Pollock and Ted Piker, Scrutiny Support Officer, Wycombe District Council were welcomed to the meeting. Councillor Pollock explained that he and Ted Piker attended the PSDPB meeting in March and the purpose of attending the meeting today was to provide a brief update on work which has taken place since then as follows; A Task & Finish Group has been set up to look at how the Wycombe District Council is dealing with people with disabilities through its services. The Task & Finish Group met formally in April 2012. Membership includes Ian Cormack and Alison Lewis. Ian Cormack is Chairman of the Bucks Carers partnership Board and is himself a carer. Alison Lewis is Chairman of both the Bucks Service User and Carer Organisation/Self-Directed Support Service User and Carer Reference Group and Wycombe Area Access for All. Officers and Councillors have been consulted and have provided some very valuable feedback. The aim is to seek feedback on services which cut across various providers. An open house meeting was held in Marlow on the 24 May which went very well. Positive feedback was received about the following services; <ul style="list-style-type: none">• The Park & Ride service in Wycombe• The Marlow Town Bus to Maidenhead and Wycombe• Access to the Swan Theatre

- Age UK – the provision of Handyman Services
- The Befriending Scheme
- The Lunch Club and volunteers

Areas to be looked at include;

- Health, Social and employment needs
- Access to Stoke Mandeville Hospital due to the relocation of several specialist hospital services from High Wycombe to Stoke Mandeville. There is also great concern about the distance to these services and the effect on the elderly, carers and relatives
- Cuts to day services and mental health services in the County
- The provision of nursing homes for young people with disabilities to support different age groups and their needs
- Wheelchair access onto public and private transport (buses & taxis)
- Education of shop owners around the requirements and attitudes of those with learning difficulties
- Access to buildings – Sainsbury's in Marlow
- Access to information – the provision of a dedicated person?
- 'A' Boards outside buildings which block pavements

A visit to Northants County Council is going to be arranged to look their Centre for Independent Living.

Advice is being sought on the areas of questions and engagement approaches with disabled people to get their views. Members were given the opportunity to discuss the questions circulated on the 26 June 2012. During discussion the following comments were received.

Transport

- Access to transport is poor.

- There is a lack of public transport services where needed i.e. villages.
- There are problems with mobility scooter access on public transport
- Taxis are hard to get and are expensive. Councillor Pollock explained that any new licensed taxi has to have disability access. Comments about the charging structure will be fed back to the relevant department in Wycombe District Council as reports received have been about private hire vehicles.
- A voluntary sector organisation is providing Community Buses in the Risborough area (a registered bus service using volunteer drivers) as the disappearance of bus services in rural areas has multiplied.
- There is the need for real time information about public transport in an accessible format i.e. text messages

Employment

- There is the need for carer friendly and carer supported employment practices
- Respite for carers on a daily or long term basis needs to be provided. The Bucks Connect website signposts to services which provide respite for carers but only three homes cater for young people.
- Young people is an important area to look at as more and more young people are being diagnosed with multiple sclerosis and are on the disability register.
- People need to be educated on how they can access services.
- Young people need to be signposted to services who can give them advice on areas such as match funding and brokerage.
- There is a variable response from employers. What should employers be doing? Councillor Pollock advised that employment

was not originally in the scope of the review as the ability to employ a disabled person fluctuates i.e. multiple sclerosis. The review is not about discrimination in particular areas; it is about what is accessible. Elaine Norris advised that The Access to Work programme is a Jobcentre Plus grant scheme, which assists disabled people who are in paid employment, or with Job/Work Trial, by providing practical support in overcoming work related obstacles resulting from their disability. Access to Work grants will contribute to the additional employment costs.

Leisure

- What leisure pursuits are available in Aylesbury? BANO run day services in conjunction with their clients due to the limited availability of existing leisure activities.
- There are leisure services such as the Guttman Centre, Stoke Mandeville and cafes in Aylesbury Town Centre but there needs to be disability access and appropriate facilities i.e. push buttons on doors, high dependency toilets etc

Housing

- There is a gap in the general housing stock of the delivery of specialist housing. There needs to be closer working with planners and District Councils etc.
- Design standards in housing plans need to be addressed i.e. larger parking spaces and larger front doors.
- There is the need for dedicated wheelchair accessible housing.

Town Centres

- There needs to be an improvement in wheelchair access on paths and pavements. Mobility in general is important.
- A wheelchair can be tilted but a mobility scooter cannot. There needs to be dropped kerbs to accommodate mobility scooters.
- Pavements are very often obstructed by vehicles
- Shared surfaces in the town centre are of concern especially for

those with sight impairment

Access to Information

- Access to information on the internet – should there be the provision of a generic service and a specific person/body to contact to give help and assistance.
- Could libraries supply this service for the elderly without a charge?
- Outreach provides excellent services and advice. They can give a good insight into how things work.
- In general the ability to access information is variable. The DWP provide very good support.
- UK Online co-ordinate the network of community based UK online centres across England, which assist people in getting started with computers and the internet.

A number of the issues raised at the Task 7 Finish Group are those which have been brought to the attention of service providers previously and these will be included in the recommendations alongside other matters raised.

Information received from The Local Housing Needs survey helps County Councils look at whether there is a local need for affordable housing in parishes and, if so, of what size and type. The Accessible Housing Register enables the capture of a list of properties for disabled people and a match of the property to the needs of the individual. The use of stock of properties needs to be more efficient and as neighbourhood development plans are proposed, there needs to be care that these plans do not impact on disabled people i.e. conservation areas could be inaccessible.

Andrew Shipley advised that comments received can be fed into Bucks Vision Consumer Panel.

A copy of the report and appendices is to be sent to the PSDPB members.

Action: Ted Piker/Sharon Griffin

6 PSDPB Priorities Action Plan

Members were referred to the PSPD Priorities 2012-2013 Action Plan in the agenda pack and were asked for comments on the priorities, actions and outcomes shown.

During discussion, the following comments were made.

Outcome 1 – Helping people to speak up and to be active citizens

- It is now a statutory responsibility for public bodies to engage with disabled people to make their views known. There needs to be a more co-ordinated way that the needs of disabled people are met by the County Council in the areas they are responsible for i.e. transport, planning and the wider remit. There needs to be identification of where the responsibility lies to lead the overarching engagement and to bring together the various arms of the Authority as well as what areas are not engaging with disabled people.
- The actions need to have more focus and to be re-written as a smart goal which is measurable in some way and includes a time frame and achievements.
- Clarification is needed of which organisations are being referred to in the action plan and their parameters i.e. taxi licensing and a clear action
- Details of how a priority is going to be achieved and what the success of a priority would look like need to be added to the

Action Plan.

- The outcomes and statutory requirements should be monitored and reported back to enable any weaknesses to be identified.
- How would fulfilling Equality Duty be addressed and reported back i.e. inviting representatives from areas such as transport to attend PSDPB meetings to give an update.

Outcome 2 – Supporting Carers

- **There is no requirement in the Action Plan for statutory organisations to report back.** Would SUCO pick this up? This would be addressed at the Carers Partnership Board. Nadya Ashraf to be invited to a future meeting.

Action: Christopher Reid/Sharon Griffin

- **The Carers Partnership Board is providing support to carers. To what extent does the PSDPB need to be included.** Debi Game explained that Service Users would be included under the Physical & Sensory Disability heading and there would be linkage with the PSD and Carers Partnership Boards.
- The Supporting Carers outcome impacts on the PSDPB as Board members should be using their knowledge and experience to challenge gaps.
- There should be 'themed' Partnership Board meetings to address each outcome heading and ensure that priorities are met and representatives from specific areas i.e. housing and support invited to a meeting of the Board.

Outcome 3 – Day and employment opportunities

- Bucks Sport is carrying out a large piece of work around the creation and signposting to suitable sports and physical activities. The Board needs to have clarification on the work being done to see how they can support this.

- **Is it possible to ask representative from an employment organisation to attend a meeting of the PSDPB.** Elaine Norris explained that the Department for Work and Pensions (DWP) is reforming the benefits system (Welfare Reform) and is offering more support for those who need help in this area particularly around youth disability. The DWP has received extra funding to support the Access to Work programme and is working closely with employers to facilitate apprenticeships. The Stakeholder Bulletin outlining the programme of work being undertaken can be circulated to Board Members.

Action: Elaine Norris/Sharon Griffin

- The Vocational Rehabilitation programme for adults of working age, between 16- 65, with acquired brain injury was set up which focuses on supporting clients to develop their vocational skills, to explore and support re-entry to work, if possible, and to identify realistic vocational options for the future. This programme is evidence of the success of what the DWP are trying to achieve.
- A trial of supported internships is being launched in 15 colleges around England. These are for young people between the ages of 16 and 25 who have complex learning difficulties or disabilities.
- A joint project is being looked into by Adult Education, the Community Head Injury Service and Headway AV. There is a difference in how people would fund their course depending on whether they were considered able to return to work or not.
- The priorities are to be looked at in further details and with the acceptance of the Chairman the action plan is to be re-written as a smart goal.

Action: Maggie Murphy/Chris Reid

7

National Benefits update (standing update)

	<p>This item was deferred until the September meeting as Andrew Clark was unable to attend.</p>
8	<p>Any Other Business</p> <p>Elaine Norris, DWP explained that changes to benefits are ongoing and asked if members were happy for her to provide an update from a DWP perspective at the next meeting. Members agree for the update to be added to the next agenda.</p> <p style="text-align: right;">Action: Sharon Griffin / Elaine Norris</p>
9	<p>Date of the Next Meeting</p> <p>The next meeting of the Board will take place on Thursday 27 September 2012, 10.30am, Seminar Room 1, Green Park, Aston Clinton.</p> <p>Dates of Future Meetings; 29 November</p>

Chairman