

Physical and Sensory Impairment Partnership Board
03rd December 2014
Training Room 7, Building 2, North London Business Park
Minutes of the Meeting

Present:	
Alison Asafu-Adjaye (AA)	Service User and Healthwatch Barnet (Board Co-chair)
Ette Chiwaka (EC)	Joint Commissioning Manager, Joint Commissioning Unit
Michael Nolan (MiN)	Service User Rep
Fiona Grounds (FG)	Service User Rep
Stella Henriques (SH)	Carer Rep
In attendance:	
John Mason (JM)	Joint Commissioning Unit, Barnet Council
Amal Nawarathna	Quality in Care Advisors, Barnet Council
Helen Sunderland	Commissioning Officer, Barnet Council
Elissa Rospigliosi	Commissioning and Policy Advisor, Barnet Council
Dinah- Mary Allotey	Community Participation Officer, Commissioning Group, Barnet Council
Claire Desouza	Prevention and Wellbeing Service Development Officer, Barnet Council
Anna Maus	Prevention and Wellbeing Service Development Officer, Barnet Council
Secretariat:	
Hannah Ufland	Partnership Boards Officer, Barnet Council / Barnet Clinical Commissioning Group
Apologies:	
James Evans (JE)	Barnet Centre for Independent Living
Margaret Nolan (MaN)	Carer Rep
Melanie Brooks (MB)	Interim Assistant Director, Adults and Communities, Barnet Council (Interim Board

	Co-chair)
Paul Baldwin (PB)	BCIL /BDISC
Seher Kayikci (SK)	Public Health
Mira Goldberg (MG)	Barnet Deaf Community Rep
Andrew Cox (AC)	Middlesex Assoc for the Blind (MAB) (Board Co-chair)
Hanna Lifschitz	Service User Rep

1	Welcome and apologies	ACTIONS
	<p>Ette welcomed all to the meeting. Introductions were made and apologies noted. Ette advised that as Melanie had been unable to attend today's meeting she would stand in as co-chair.</p>	
12	Minutes and Actions	
	<p>Minutes</p> <p>It was raised that there was a concern that the minutes from the previous meeting did not accurately show the full discussions that were held and that it would be helpful to have more of a summary of what was said.</p> <p>Alison highlighted that there is still ongoing work taking place on the communication passport and that someone to print these is currently being addressed.</p> <p>The Minutes were agreed.</p> <p>Actions</p> <p>Action 1 – It was agreed that work around the Newsletter was ongoing and this action should be kept open Action 2 - Prevention and Wellbeing Team still need to feedback on how they could be involved in a prevention event. Action 3- Ette reported she had identified that the Prevention and Wellbeing team would be best placed to lead on the event. Action 4 – Agreed that this would be passed to Sarah Perrin-Carers Lead to look at how carers who also have a physical or sensory impairment can be supported.</p>	

	<p>Action 5- There was plenty of discussion around this action and it was agreed that at the next meeting Healthwatch should be invited to feedback on how information is passed onto the GP's. It was also agreed that a new action needed to be developed to put Alison and members of the CCG in touch with each other</p> <p>Action 6 – Hannah to ensure that the current work plan is updated with Actions from previous meetings</p> <p>Action 7- Hannah to confirm the interpreter booking process and how they are paid.</p> <p>New Actions</p> <p>Action 1 – Ette to Liase with the Prevention and Wellbeing Team around the prevention event</p> <p>Action 2 – Hannah to facilitate contact between Alison and a member of the CCG to facilitate better links</p>	<p>EC</p> <p>HU</p>
2	News	
	There was no news to report at this meeting	
3	Updates	
	There were no updates to present at this meeting	
4	Carers Update	
	<p>Amal attended the meeting to update everyone about the work taking place around carers.</p> <p>The Care Act</p> <p>The Care Act 2014 strengthens the rights and recognition of carers in the social care system. The new legislation gives local authorities a responsibility to assess carer's needs for support where the carer appears to have such needs. This replaces the existing law, which says that the carer must be providing "a substantial amount of care on a regular basis"</p>	

in order to qualify for an assessment.. As a result of the Care Act there is a new national eligibility threshold for both carers and service users. The London Borough of Barnet are currently consulting on how Barnet intends to deliver some of the changes arising from the Care Act.

The Carers Strategy Action Plan 2014-15

The Carers Strategy Partnership Board action plan- is currently being reviewed with the Carers Strategy Partnership Board.

Currently a new Carers Strategy for 2015-18 – is being developed to reflect the legislative changes to carers as a result of the Care Act

The Carers Policy

A Carers Policy – is currently being developed. The Barnet Carers Policy will be a high level statement and public document about the council's commitment to carers and how we will promote their health and wellbeing. It will make clear how the council will meet our statutory duties for carers in accordance with the Care Act.

A Young Carers Policy – is also currently being developed. This will provide a clear statement about how we support young carers within Barnet and our commitment to ensuring that their needs are being met.

Information and advice offer for carers

Working with the Prevention and Wellbeing Team to review all the information and advice currently available for carers – this will result in a refreshed and up to date information catalogue

- Working with Barnet Carers Centre to update their website.
- We have updated the Carers Support Offer to reflect many of the current services and support that are available to carers within Barnet and are currently reviewing the support offer to ensure that we are providing the right support services to carers within Barnet.

	<p>Carers as expert partners in health and social care</p> <ul style="list-style-type: none"> • Work has begun looking at how Carer assessments and reviews are currently being carried out for carers and how to improve assessments and reviews. New assessment forms and support plans are being developed in line with the requirements of the Care Act 2014. • Currently working with the Barnet Integrated Locality Team to ensure that the needs of carers are being considered within the project. <p>Care Act Carers Working Group – First meeting on 4th Dec 2014</p> <p>In preparation for the Care Act the Carers Project Team have set up the a Care Act Carers Working Group to look at some of the key areas of the Care Act that affect carers. Some of our CSPB members are part of this working group and CSPB will also separately be considering some of the key areas of the Care Act that affect carers including:-</p> <ul style="list-style-type: none"> • Carers Assessments • Carers Eligibility • Prevention, Information and Advice (including our current Carers Support Offer) • Transition to adult social care and support <p>Carers' training</p> <p>Barnet Carers Centre has run a number of training and support sessions throughout the year including manual handling, first aid, mediation and mindfulness.</p>	
5	Community Assets	
	<p>Dinah-Mary introduced herself and explained that there is going to be a consultation in the future around the community assets which will look at how we can best use community buildings to use for the benefit of the community.</p> <p>Dinah Mary stated that they would be looking at the buildings that are owned by the council but also asking other community organisations for information how their</p>	

	<p>assets are used.</p> <p>She reminded everyone that although they will be asking for information they will only be able to use what organisations are willing to give them and so the focus will be on council owned buildings.</p> <p>Dinah-Mary explained that this is part of a wider project looking at all the councils assets and that she has gathered some information and this will be looked at and a consultation drawn up</p> <p>Action 3- Dinah Mary to come back to the board at the next meeting to share more information about the consultation. Hannah to add to the next agenda</p>	HU
6	Feedback on the Autumn Catch Up	
	<p>Hannah fed back that report is currently being written and will be sent to everyone when it has been agreed.</p> <p>The points were raised that had been sent to Hannah that the PSI table would like to have greater links to the GP during the meetings. That they would like to have a speaker to talk about GP training and what that includes and how GP training is updated.</p> <p>Hannah advised she had received this information and apologised for not responding. Hannah advised that the GP's was something that had come up at all the tables and that this was something that would be taken forward across the boards and she would report back when she had some information.</p> <p>Hannah advised that all of the questions that had been asked on the day had been collected together and would be sent out in the boards monthly update and that they would be answered over the coming months and feedback via the monthly updates.</p> <p>It was raised that it would have been good if there had been more time for work on the care act and the board would like to be more involved in the implementation of this.</p>	

7	Health and Well-Being board forward work plan	
	It was advised that it would be good if the board could be aware of the work that is coming up at the Health and Well-Being board. This would now become a running item and it would be helpful if members could look at the work coming up to inform their work plan but also to feed into the discussions to be held at the board.	
8	Update from England Vision Strategy Event	
	<p>John updated everyone on the Vision Strategy Event on the 24th November.</p> <p>John advised that this was a relaunch of the strategy from 2008 as it had been noted that progress had been limited since that time.</p> <p>John reported that the key messages that had been shared were about working together and not giving up in order to promote the strategy.</p> <p>There was a conversation about the work on the strategy that was happening in Barnet. It was felt that there needed to be better links between the vision strategy groups in Barnet.</p> <p>Action 4: To request an agenda item at next meeting for a member of the Vision Strategy Group to feedback to the Board about what has happened in Barnet since 2008.</p> <p>Action 5: To request that minutes of the Vision Strategy Group are sent to Board members</p>	<p>HU</p> <p>HU</p>
9	Libraries Service Consultation	
	<p>Helen and Elissa attended to introduce some of the proposals for the future of the libraries service in Barnet. They told everyone that due to Budget reductions they are looking at new ways to provide the library services.</p> <p>Information was given about what may change and what things may stay the same.</p>	

	<p>Three options were given that were proposed ways forward for the service. All of these options proposed changes in the way the libraries were delivered including changing the number and size of the buildings as well as having the library open without staff being there.</p> <p>There is a current consultation open on these proposals and the members of the board were encouraged to share their views as part of the consultation and paper copies were handed out</p> <p>In response to some concerns further information was given that children under the age of 18 would be unable to access the library during unstaffed hours and that the access during unstaffed hours would be an opt in system. This system has been used widely in Scandinavian countries and has been trialed in the UK without any reported issues.</p> <p>Issues of safety and safeguarding were raised by the board about concerns about the wellbeing of vulnerable adults who used the service unstaffed</p> <p>Issues around the use of technology not being able for someone with a sensory impairment.</p> <p>It was asked that young carers were considered as they may not always wish to go home to study and may use the libraries after the school libraries shut.</p> <p>The board also asked that if Volunteers were used that there would need to be specific training for these people to support them on how to work with people with disabilities.</p>	
10	Prevention and Wellbeing – Information and Advice Project	
	<p>Claire and Anna from the prevention and wellbeing team introduced the team and the work they were covering. They had come to speak to the board about how people feel is a good way for them to receive information and advice and where they would expect to see that.</p> <p>The board fed back lots of ideas including:</p>	

	<p><u>Where people currently get information</u> In person/verbal – GP, surgery or practice manager, Libraries Leaflets - in GP surgeries, Information Hub at Barnet General Hospital Email</p> <p><u>Good examples of information/advice services</u> Barnet General Hospital Hub BCIL Telephone Advice Service Barnet Carers Centre</p> <p><u>Things to think about</u> Choice of colours used when creating documents Using speech soft wear – often this reads across documents so need to ensure the documents are set up to be read this way Using Middlesex Association for the Blind as a reference point for specific VI</p>	KV (passed to HU)
11	Update on Eye Clinic Business Case	
	This item was unable to take place as Melanie Brooks was unable to attend the meeting	
13	Key Messages to share with other boards	
	<ul style="list-style-type: none"> • A request for increased involvement with GP's and CCG's • A request for greater involvement in implementation of the Care Act • The board has concerns about responses in requests for assessments. 	
14	Any Other Business	
	<p>Training for Staff in GP surgeries An issue was raised about concerns that issues for people with disabilities are not discussed by any staff in GP's Surgeries. An example was given of a low counter for a wheelchair user but this had leaflets and a computer stacked on it and couldn't be seen over. It was agreed that this would be looked at as part of the work to have better connections with the Clinical Commissioning Group and GP's surgeries.</p>	

	<p>Response to requests for Assessments</p> <p>An issue was raised by two members of the board regarding concerns that the response to requests for assessments was not adequate. Ette offered to speak outside of the group with members about individual cases. It was suggested that an appropriate representative should attend the next meeting to discuss the way the referral process works. It was felt that waiting until March would take too long and so a meeting will be set up between representatives of the board and a relevant manager</p> <p>Action 6- Ette to set up a meeting between Michael, Stella and Fiona and a relevant representative from the council</p>	<p>EC</p>
<p>Date of next meeting:</p> <p>Friday 6th March 10am-1pm, Training Room 7</p>		

**PSI Partnership Board Actions Log following review at Board meeting 03rd
December 2014**

Open actions			
Date Agreed	Action No	Action	Responsibility
03 rd December 2014	1	Ette to liase with the Prevention and Wellbeing Team around the prevention event	Ette Chiwaka
03 rd December 2014	2	Hannah to facilitate contact between Alison and a member of the CCG to facilitate better links	Hannah Ufland
03 rd December 2014	3	Dinah Mary to come back to the board at the next meeting to share more information about the consultation. Hannah to add to the next agenda	Hannah Ufland
03 rd December 2014	4	To request an agenda item at next meeting for a member of the Vision Strategy Group to feedback to the Board about what has happened in Barnet since 2008.	Hannah Ufland
03 rd December 2014	5	To request that minutes of the Vision Strategy Group are sent to Board members	Hannah Ufland
03 rd December 2014	6	Ette to set up a meeting between Michael, Stella and Fiona and a relevant representative from the council	Ette Chiwaka
12 th September	1	It was agreed that work around the Newsletter was	Ette Chiwaka

2014		ongoing and this action should be kept open	
12 th September 2014	2	Prevention and Wellbeing Team still need to feedback on how they could be involved in a prevention event.	Joleene King
12 th September 2014	3	Ette reported she had identified that the Prevention and Wellbeing team would be best placed to lead on the event.	Ette Chiwaka
12 th September 2014	4	Agreed that this would be passed to Sarah Perrin-Carers Lead to look at how carers who also have a physical or sensory impairment can be supported.	Sarah Perrin
12 th September 2014	5	Hannah to ensure that the current work plan is updated with Actions from previous meetings	Hannah Ufland
12 th September 2014	6	Hannah to confirm the interpreter booking process and how they are paid	Hannah Ufland
07 March 2014	1	Link with Emdad Haque: a) to arrange for Emdad to come back to the Board to report on implementation of the CCG Equalities Action Plan. b) to discuss hospital access issues for people with sensory impairments and report back to the Board (Note: to link with planned Joint	Ette Chiwaka

		Commissioner discussions with EH about access and autism).	
Revised 07 March 2014	2	Arrange through Barnet Carers Centre for a new carer: <ul style="list-style-type: none"> - to attend a Board meeting on a one-off basis to give their views, or - to join the Board as a member. 	Delroy Pomell

Actions closed at meeting
