

OLDER ADULTS PARTNERSHIP BOARD MEETING

**Minutes of meeting held on Tuesday, 21 July 2009
At Westgate House**

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| Key: | |
| OAPB | Older Adults Partnership Board |
| LBB | London Borough of Barnet |
| BPCT | Barnet Primary Care Trust |
| BEHMHT | Barnet, Enfield and Haringey Mental Health Trust |
| MHPB | Mental Health Partnership Board |
| BVSC | Barnet Voluntary Service Council |
| HSCPB | Health and Social Care Partnership Board |
| EOG | Executive Officers Group |
| NSF | National Service Framework |
| RSVP | Retired and Senior Volunteer Programme |

Present:

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| Chair: Glynnis Joffe (GJ) | Assistant Director, Adult Social Services, LBB |
| Alison Kemp (AK) | Acting Director of Strategic Planning and Commissioning |
| Paramjit Singh (PS) | Assistant Director, Commissioning and Performance |
| Peter Cragg (PC) | Representative, ex PPI Forum |
| Stan Davison (SD) | Chair, Barnet 55+ Group |
| Mark Robinson (MR) | Chief Officer, Age Concern |
| Pamela Wells (PW) | Carer Representative |
| David Hart (DH) | Deputy Chief Executive, BVSC |
| Anela Shah (AS) | Barnet Elderly Asian group |
| Caroline Chant (CC) | Joint commissioner |
| Vinod Kumar (VP) | ex PPI Forum Member |

In Attendance:

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| Caroline Powls (CP) | Business Programme support officer. |
| Elaine Louise Roberts (ELR) | Partnership and Governance officer |
| Emily Newman(EN) | BEH Mental Health Trust, for Melanie Evans |
| Sue Tomlin (ST) | LBB – Housing Strategy officer, for Paul Shipway |
| Jyotika Shah (JS) | Barnet Elderly Asian group |
| Jasvinder Kaur Perihar(JKP) | Carers Strategy and Commissioning Head |
| Andrew Cowan (AC) | Carer representative for Diane Williams |
| Seema Chopra (SC) | Development manager RSVP |

Secretariat:

Jennie De Lord

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| 37.09 | <p>Apologies: Apologies were received from Lee Bojtor. Melanie Evans</p> | |
| 38.09 | <p>Minutes of the Previous meeting held on 20th January 2009</p> <p>The minutes were agreed as correct.</p> | |
| <p>39.09</p> <p>39.09.01</p> <p>39.9.02</p> <p>39.09.03</p> <p>39.09.04</p> <p>39.09.05</p> | <p>Action List and Matters Arising</p> <p><u>Older Adult Befriending Project</u></p> <p>PC gave a verbal report on the older adult befriending project The board requested a report be circulated to members and feedback given to MR.</p> <p><u>Clinicenta</u></p> <p>Clinicenta will be part of the integrated pathway and will hopefully be operating at the end of August beginning of September. Clinicenta was appointed by the department of health and is an organisation that provides a range of different services. Different PCT's have been working with them to provide different pieces of work. NHS Barnet have developed opportunities with Clinicenta specifically for Barnet such as sexual health service and out of hospital care, specifically admission avoidance and in the future discharge process.</p> <p>ACTION AK will circulate the leaflet that describes the work of Clinicenta and the services they provide. DH to circulate it on his network.</p> <p>Edgware Community Hospital Review</p> <p>This meeting took place on 4 June, there is a draft report incorporating feedback from that meeting and from other groups who have an interest. AK to enquire the date for publication.</p> <p>Dementia project update and the Dementia strategy</p> <p>The Bid for funding for the peer support network was unsuccessful.</p> | |

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| <p>40.09</p> | <p>Campaigning for Quality Care in care Homes</p> <p>PW presented her paper on her concerns regarding the neglect and abuse of the elderly that still continues in many care homes today.</p> <p>She requested that Board members review the paper outside of the meeting with the aim of having a detailed discussion at the next meeting.</p> <p>The Board agreed this.</p> | <p>Agenda item 22/09/09</p> |
| <p>41.09</p> <p>41.09.01</p> <p>41.09.2</p> | <p>Older Adults Partnership Board – Consultation on Structure, roles and representation</p> <p>At the last Partnership Board, following discussion, it was agreed that at this board meeting an hour and half would be set aside to look at:</p> <ul style="list-style-type: none"> • the structure of the board • the roles of the members • how the group as a whole represents the Older Adult population in Barnet • how this relationship and flow of communication can be strengthened and made more effective <p>The meeting was structured to allow open discussion with the aim of enabling positive actions and forward planning to strengthen the effectiveness of the board.</p> <p>The group initially discussed the strength and weakness of the group then divided into three focus groups to discuss</p> <ol style="list-style-type: none"> 1. Terms of Reference of the Older Adult Partnership Board 2. Wider Engagement of the Older Adults Partnership Board 3. Forward planning of the Older Adults Partnership Board <p>After the allocated time each group gave a feed back to the board:</p> <p>Focus group One - Terms of Reference of the Older Adult Partnership Board.</p> <ol style="list-style-type: none"> I. Reference to 65+ needs to be removed II. Include Future shape and clarify the work that the Local Authority and partners contribute III. Attach documents of other Groups such as Adult Strategy Group IV. Carers should be referenced. V. Establish who the Board are accountable to VI. A clear and defined work plan needs to be in place. | |

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| | <p>VII. Membership needs to be reviewed. Potentially this should become a commissioning board and providers invited if there was an agenda item that required their input.</p> <p>VIII. Need links to carer representative groups.</p> <p>IX. Different co-chairs.</p> <p>X. Cross cutting themes.</p> <p>XI. Possibly having a more central location for the meetings, but this has cost implications</p> | |
| <p>41.09.03</p> | <p>ACTION</p> <p>It was agreed that the Terms of reference needed to be reviewed in more detail and redrafted. AK, MR and JKP agreed to meet to discuss this in more depth, circulate a paper to the board for feedback then present to the ASG for approval.</p> <p>The membership of the board will also be discussed, but all agreed that there should be an independent Vice Chair. It was suggested that three possibilities for this position should be put forward.</p> <p>It was also agreed that this board should focus on Barnet issues, as opposed to National issues.</p> | |
| <p>41.09.04</p> | <p>Focus Group Two- Wider Engagement of the Older Adults Partnership Board</p> <p>I. A need for a stronger two-way communication between members and those they are representing</p> <p>II. The Older Adults Partnership board is currently an ad hoc arrangement which works</p> <p>III. Reports are often written in business jargon which assumes the public have technical knowledge</p> <p>IV. There is currently representation for forums, but not of individuals</p> <p>V. A structure needs to be put in place to bind all the disparate organisations together</p> <p>VI. Hillingdon Council, Enfield Council and Hammersmith and Fulham Council have an Older People’s Assembly, this is something we should consider.</p> <p>VII. 55+ in Barnet has 100 active members need a lead organisation</p> <p>VIII. RSVP has over 600 volunteers - maybe we could use this link</p> <p>IX. However, we need the system to be well supported</p> <p>X. Meetings need to be held in a central location</p> <p>XI. The collective third sector needs real support (e.g. admin to ensure reports and questionnaires go out – a development agency – but this will need funding from LA and PCT</p> <p>XII. Confusion as to who is responsible for implementation of policy and strategy?</p> <p>XIII. Another process is needed as well as the PB to represent the people of Barnet</p> <p>XIV. There needs to be a co-ordination of all the disparate groups – a</p> | |

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| | <p>federation of them all, including the Barnet LINK</p> <p>XV. The Partnership Board should consider themes</p> <p>XVI. There should be adequate feedback</p> <p>XVII. More outreach work needed to engage the public more effectively</p> | |
| 41.09.05 | <p>ACTION</p> <p>Bi annual assemblies need to be organised to encourage two way communications with the public. CC, CP and JKP to look at arrangements</p> <p>An Information leaflet can be linked to assemblies /conferences</p> <p>A mapping exercise to be done by CC and CP to timetable other events happening in the borough to avoid duplication.</p> | |
| 41.09.06 | <p>Focus group Three - Forward plan of the Older Adult Partnership Board.</p> <p>I. The Board should be monitoring and overseeing the Joint Commissioning Strategy. Options would be to have a subgroup feed back to the board or the Local Authority /PCT could give an update every other meeting.</p> <p>II. The Personalisation Choice and Control agenda, the board should look at the impact for Older People and evaluate how the programme is progressing.</p> <p>III. Dignity and safeguarding should be a theme running through the agenda.</p> <p>IV. Service development - either designing new services or reviewing existing services. A subgroup could look at this and report back to the board.</p> <p>V. Integration - How Health and social care is being integrated</p> <p>VI. Once a forward plan has been agreed it needs to be assessed after possibly a year, to monitor its impact.</p> | |
| 41.09.07 | <p>The key role for the Older Adult Partnership Board is Consultation Engagement and Communication.</p> | <p>Agenda item 22/09/09</p> |
| 41.09.08 | <p>ACTION</p> <p>The forward plan needs to be discussed and developed further</p> <p>CC to draft a forward plan then invite members to form a working group to agree the plan and present to the board at the next meeting</p> | |

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| 50.09 | Any Other Business | |
| 50.09.01 | <p>The Prevention Strategy has now been published and deadline for comments is 19 October. Comments can be made by emailing the commissioning mailbox adults.commissioning@barnet.gov.uk</p> <p>Or you can also send your views in writing to the Strategic Commissioning Team at the address below:</p> <p>Building 4, North London Business Park, Oakleigh Road South, London N11 1NP</p> <p>If you have any further queries about the document you can call Eryl Davies on 020 359 4559</p> | |
| 50.09.02 | <ul style="list-style-type: none"> • . Eryl Davis would be happy to give a presentation if the board wish. | |
| 50.09.03 | <ul style="list-style-type: none"> • We are currently considering deployment of the second year of stroke grant funding from the DH. A number of bids have been made. If anyone has a view as to how the money could be best used for this care group, or for further details please contact CC. | |
| 50.09.04 | <ul style="list-style-type: none"> • EN to circulate a briefing paper on the proposed changes within the Mental Health service. This will be on the agenda at the next board meeting on 22 September 2009. | Agenda item 22/09/09 |
| 50.09.05 | <ul style="list-style-type: none"> • Vinod Kumar announced that he was stepping down as a member of the Older Adult Partnership Board. On behalf of all the members, GJ thanked him for this contribution and support. | |