

# Carers Partnership Board Meeting

## MINUTES

FEBRUARY 23, 2015 10.00AM – 3.00PM

COMPTON DUNDON  
VILLAGE HALL

<b>CHAIR</b>	Neil Richards
<b>NOTE TAKER</b>	Deborah de Mornay Penny
<b>ATTENDEES</b>	Caroline Toll, Bob Champion, Dick Acworth, Lynne Ballard, Fiona Hawker, Sian Howell, Susan Hartnell Beavis, Malcolm Jeffries, Gaynor Price, Eileen Mc Carthy, Sarah Baker, Ali Pomeroy, Frank Burbach, Caroline Mead, David Willis, Gareth O Rourke, Helen Weldon
<b>APOLOGIES</b>	Vicky Chipchase, Liz Churchill, Amanda Payne, Eddie Godfrey, Nicola Miles, Rachel Mason, Hazel Parsons, Jackie Murphy, Brenda Prentice,

## Agenda topics

<b>1</b>	<b>Carers' meeting – Neil &amp; Debbie</b>	
<b>DISCUSSION</b>	1.1 Welcome to new board members 1.2 Vision Group Feedback	
	1.1 Neil welcomed Ali Pomeroy from Somerset Partnership 1.2 Debbie presented a summary of feedback from Vision Groups	
<b>CONCLUSIONS</b>	All agreed that it was useful to have a carers' meeting prior to the main meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Summary of Vision Group discussions to be forwarded to Vicky	Debbie	Done

<b>2</b>	<b>Matters arising from last meeting - Neil</b>	
<b>DISCUSSION</b>	Young Carers' Services	
	<b>2.1 Board Members DA</b> – Several board members have not attended for some time, can we check who wishes to still be involved?	
	<b>2.2 Carers' Services representation CT</b> someone from Compass Carers should be here.	
	<b>2.3 DA</b> will Jon Goodwin be able to attend, we found his contributions very useful? DP explained that Jon will no longer be attending as he has now returned to his original post. Debbie could ask whether Jon can attend i.e. as a visiting speaker in the future – all agreed this would be useful.	

**2.4 Young Carers** A discussion took place about the Young Carers' Transition Group. Board members stated that they would like more information about how this group was set up and who would now be taking this group forward.

SHB – We need a well-qualified and trained person to take over, this was previously a pilot set up by Jo and Dave.

DA – The Young Carers' Services should be involved in any future plans for this service to ensure continuity.

DW – Jo will be leaving the service and further information about how the service is developed and who will replace Jo will be passed on at a later date. Compass and Adult Support is required for the older carers, those requiring support and guidance in relations to access to universities and employment and careers etc. Social Care are planning to support the transition area in line with the new Care Act for younger carers aged 16 – 25yrs. Dave currently provides services for the 5 – 18yr group.

CM – Dave Bobbett supports mental health young carers.

FB – We need to consider suitable services for appropriate age level – i.e. we need to consider the actual maturity levels at the different ages.

DA – STEP team – excellent model covering early psychosis 14 – 35yrs – we have a good model and should be taking our learning from this and applying to other services.

DW – The Youth Services could be a good model for young carers' services. Unable to provide an update on the Compass provision at this moment.

SHB – Need to consider ages and the statistics of young carers.

DW – We need to confirm the number of carers with additional needs –most do have some form of additional need.

SHB – Much more money should be allocated to young carers.

Several board members expressed their dissatisfaction over the absence of representation from Compass Carers and SCC Commissioning at today's meeting.

Further information about young carers' services required

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
2.1 – Check Board membership	Debbie	April 14 <sup>th</sup> 2015
2.2 – Confirm whether a representative from Compass will be attending next meeting	Debbie	April 14 <sup>th</sup> 2015
2.3 – Invite Jon Goodwin to future Board Meeting	Debbie	Date tc
2.4 – Provide update on young carers' services	Dave	April 14 <sup>th</sup>

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<b>3</b>	<b>Service updates – Written service updates provided</b>
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<b>DISCUSSION</b>	Compass Carers Somerset Partnership Young Carers Services Report
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All Board members were sent service updates in advance of today's meeting no further specific actions were identified other than covered in agenda item 1.

SHB & CT requested information about Compass's involvement with The Carers' Trust.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Create a uniform service update template to be used by all of the above services	Debbie	14 <sup>th</sup> April 2015
Confirm how Compass involved with the Carers' Trust?	Vicky	14 <sup>th</sup> April 2015

<b>4</b>	<b>Community Catalysts – Rhys Davies</b>
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Rhys provided a presentation about Community Catalysts and provided information how they can support micro providers in a variety of ways, including: how to market and promote services. Rhys talked about the benefits of creating a wider range of services which will provide more choice and showed examples.

<b>CONCLUSIONS</b>	A mixture of responses to this new initiative were noted, some for and some against. Many welcomed this initiative and for some who have already set up their own support group and small enterprises they could clearly see the value. Some questioned the purpose in relation to funding and SCC responsibilities, how long these services would last for and how funded. There was a general concern that if services are not funded long term then then people will be disappointed and could suffer in many ways.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Circulate Community Catalysts updates	Debbie via Rhys	

5	<b>Somerset Choices – Emma Milton</b>	
	Emma provided a presentation about “Somerset Choices” the new website. Emma explained that for those who do not have access to a computer or who are unable to use one that they can still call Somerset Direct. Somerset Direct will then talk through the options and help the individual to find what they require.	
<b>CONCLUSIONS</b>	MJ has been attending the Somerset Choices development meetings on behalf of the Carers’ Partnership Board. Questions were raised about alternative methods of accessing information in order to meet all levels of ability including those with hearing loss and disabilities.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Details of alternative ways access to information required	Emma Milton	14 <sup>th</sup> April 2015
Formal launch of website	Emma Milton	June 2015
Several provider engagement events are being planned during March and April	Emma Milton	March 2015
<b>Venue</b>	<b>Time/s</b>	<b>Date</b>
<b>Somerset College</b>	9.00 – 10.30am 11.30 – 1.00pm 2.30 – 4.00pm	<b>19.3.15</b>
<b>Long Sutton Golf Club</b>	10.00 - 11.30am	<b>24.3.15</b>
<b>West Somerset District Council</b>	10.00 – 11.30am	<b>25.3.15</b>
<b>Sedgemoor District Council</b>	2.00 – 3.30pm	<b>27<sup>th</sup> March</b>
<b>Mendip District Council</b>	10.00 – 11.30am	<b>9<sup>th</sup> April</b>

6	<b>Care Act – Gareth O’Rourke</b>	
<b>DISCUSSION</b>	Gareth gave a talk about the Care Act explaining that the primary focus was on the broader well – being of the individual. “We need to ensure that carers have Life Outside Caring”	
<b>6.1 Funding matters</b> – GO - Additional funding is being provided and these funds will be spread across all services to help them to meet the needs of the Care Act.		
Best guess at amount 5 million Badging on money – ½ million to support carers including: Money to support with carers assessments and a small sum to expand Compass contract a little		

Funds are not ring fenced  
We do not know whether funds will be recurrent

## **6.2 Carers' Assessments**

GO – Carers need to be informed of the benefits of a carers' assessment, “why is it a good thing?” Carers do tend to favour joint assessments, the carer and the “cared for”. We currently have no way of knowing how many people will come through for this service.

SHB – Who do carers go to ask for a carer's assessment?

GO – We are working with Somerset Direct and Compass Carers to look at these sorts of questions.

CT – Those carrying out assessments must have the time and personal skills to carry out assessments.

DA – Somerset Partnership already have this service

GO – We need this service for all carers

### **What's changed?**

GO – Carers have the right to an assessment on request, has a right to support even if the “cared for” does not have “eligible needs” – this is based on the specific affect that caring has on the carer.

### **What needs to happen in relation to the quality of assessment?**

GO - We currently have examples of good and bad practice and improvement is required in particular the recording of carers' needs must be explicit.

### **Low level assessment provision**

Most carers' assessments will be carried out by social workers and most will be joint assessments.

Carers sometimes ring Compass who currently provide information, advice and guidance and sign post. There is now scope to include a type of assessment. We are currently working with Compass on a “proof of concept study” to look at a type of low level assessment. This provision would be outsourced to an adult Social Care Worker, someone who really understands the needs of carers and who will oversee the assessments. Where carer's needs are above low level then they would be referred on through the usual process.

**Please note:** any future arrangement with Compass Carers, or any other organisation, to undertake carer assessments on our behalf is dependent on the outcomes of the Proof of Concept study.

## **6.3 Young Carers' Transition work**

GO - We are talking with Claire Winter about allocating funds for the 16 – 25 yrs transition

service. We will be looking at what is in existence, where there are gaps and the creation of a development worker post.

DA – Three groups should be brought together to work on this: Som Par, Dave Willis (Young Carers) and Sarah Baker (Parent & Family Carers).

GO - We need someone who has responsibility for the strategic overview. We need to consider transport for carers, peer support groups to support socially and emotionally. We could offer a personal budget to meet these needs.

DA – How soon can this be accessed?

GO – April to establish a mechanism.

SB – Young Carers want continuity i.e. the same person within Dave’s service to continue the work with the transition group.

DW – We would be happy to host but we need to go through the correct process to deem how this is to be done.

SHB – This service would be best placed within the young carers’ service

**CONCLUSIONS**

There are still concerns around the quality of assessment being undertaken and the term “low level assessment” not deemed an appropriate title by some board members.

7	<b>Joint Carers’ Strategy - Debbie</b>
<b>DISCUSSION</b>	<p>Prior to the Board meeting all members were sent a copy of Vicky’s plan “Developing a Joint Carers’ Strategy for Somerset, in the form of an action plan and framework:</p> <p><b>Aims and objectives of the framework and action plan</b></p> <p><b>Aims</b></p> <ul style="list-style-type: none"> <li>• Carers and Stakeholders have an opportunity to be involved in shaping a revised Joint Carers’ Strategy in Somerset</li> <li>• The revised Strategy will be adopted across all partner organisations</li> </ul> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• To provide a process that sets out clear timescales for the production of a revised Joint Carers’ Strategy in Somerset.</li> <li>• Identify and develop mechanisms to gather input and feedback through a variety of means, including public meetings and other</li> </ul>

methods

- Develop a plan to communicate and raise awareness of the development of a revised Joint Carers' Strategy in Somerset.
- Agree a process with partners and key stakeholders for adoption and on-going review of the Strategy

DDP - provided a brief overview of how the strategy could be developed and existing engagement activities.

Carers from the Carers' Partnership Board will be provided with opportunities to help shape the strategy and plan its launch. Members of the Board have put forward their names for this work as follows:

### **Group 1 – Carers' Strategy Planning Group**

**Members:** Vicky, Debbie, Neil Richards, Ali Pomeroy, Lynne Ballard, Susan Hartnell Beavis, Caroline Toll & Brenda Prentice (by email).

**Purpose:** To develop:

- key themes of the strategy
- draft layout and visual aspects of the strategy
- draft structure of the strategy and to identify a process to develop the joint action plan including who should be involved in its creation, what is to be done, when, where and how.

### **Group 2 – Strategy Launch Planning Group**

**Members:** Vicky, Debbie, Neil Richards, Ali Pomeroy, Lynne Ballard, Caroline Toll & Brenda Prentice (by email).

**Purpose:** To develop the:

- agenda / format for the day
- list of attendees
- types of activities including speakers

### **Group 3 – Carers' Services Focus Group**

**Members:** Vicky, Debbie, representatives from the Carers' Partnership Board, Clinical Commissioning Group, NHS, Somerset Partnership, Somerset County Council, Compass Carers, Young Carers' Service.

**Purpose:** To look at the:

- current carers services in Somerset
- what services are working well
- what services could be improved
- new ideas for services

	<ul style="list-style-type: none"> <li>• How services can work better together to meet the priorities within the new Strategy</li> <li>• Developing the Action Plan to accompany the Carers Strategy</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Carers' Strategy Planning Group Meeting 10.00 – 12.00 – County Hall	Vicky	23.3.15
Carers' Launch Meeting Date 10.00 – 12.00 – County Hall	Vicky	24.3.15
Carers' Services Focus Group Meeting 10.00 – 12.00 – County Hall	Vicky	7.5.15
Carers' Strategy Launch will be held at Stoke St. Gregory Village Hall, 10.00am – 3.00pm	Vicky	Date now to
Consultation on Strategy	Vicky	Aug – Sept 2015 to
Adoption of Strategy	Vicky	Oct 2015 to

<b>8</b>	<b>Review of documents &amp; potential working groups - Debbie</b>
<b>DISCUSSION</b>	<p>The following documents were sent to all Board members prior to the meeting:</p> <p>Terms of reference, CPB information leaflet and related designs</p> <p>Vision Group Leader information Pack, "In the Loop", "Making Sense of Caring" - Project</p>
<b>CONCLUSIONS</b>	<p>For the remaining time Board members split into groups to look at the above. Time was short and a lot of discussion did take place about the above topics and other areas of importance.</p> <p>Sian has been working on the design of a logo and a suggested name change for the Carers' Partnership Board which she shared with her group.</p> <p>Susan, Caroline and Gaynor discussed the role of Carers' Champions and Carers' Hubs.</p> <p>Debbie suggested that we extend our meetings till 3.00pm allowing time after each Board meeting for those who are interested in working on a specific area to get together and discuss, Debbie could facilitate and</p>

	collate outcomes. These outcomes could then be shared with all Board members and agreed actions planned.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>Board Members to put forward their name if they are interested in working on any of the following:</p> <ol style="list-style-type: none"> <li><b>Name &amp; Logo</b> - Joining Sian's group to look at a Carers Partnership Board name change and logo.</li> <li><b>Website</b> - Carers Partnership Board website design and promotional material.</li> <li><b>Carers Hubs</b> - Discuss possible models for "Carers Hubs"</li> <li><b>Carers Champions</b> - To look at the role of carer's champions and suggest solutions to in continuity of role and function across Somerset</li> <li><b>Creative Communication Project</b> - To look at "<i>Making Sense of Caring</i>" idea, discuss how this could be done, when, where and how.</li> <li><b>Carers Assessments</b> – what is needed, best practice models</li> </ol>		Start date - 22 <sup>nd</sup> April 2015

<b>FUTURE MEETINGS</b>	<p><b>April 22<sup>nd</sup></b> (Wednesday) The Parish Room, Abbey Manor Community Centre, The Forum, Abbey Manor Park, Yeovil, BA21 3TL</p> <p>10.00am - 11.00am Carers' pre meeting 11.00am - 1.00pm main Board meeting 1.30pm - 3.00pm – CPB Working Groups (Option – see agenda item 8)</p>
	<p><b>July 1<sup>st</sup></b> (Wednesday) Wincanton Memorial Hall, High Street, Wincanton BA9 9JF</p> <p>10.00am - 11.00am Carers' pre meeting 11.00am - 1.00pm main Board meeting 1.30pm - 3.00pm – CPB Working Groups (Option – see agenda item 8)</p>

	<p><b>September 28<sup>th</sup></b>  (Monday)  The Meeting Room, Compton Dundon Village Hall, Meadway Hall, Ham Lane, Compton Dundon TA11 6PQ  10.00am - 11.00am Carers' pre meeting  11.00am - 1.00pm main Board meeting  1.30pm - 3.00pm – CPB Working Groups (Option – see agenda item 8)</p> <p><b>Please note:</b> that a light lunch will be provided at all meetings above.</p>
<p><b>SPECIAL NOTES</b></p>	<p><b>Important</b></p> <p>Please let Debbie know which of the working groups noted in agenda item 8 you would like to be involved with - by the <b>end of March 2015</b> (NB. Meeting rooms have been booked to allow time for these discussions).</p>