

Carers' Voice Somerset		
4.25.2016	10.00am – 2.00pm	The Angel Café Langport
Type of	Quarterly Board Meeting	
Chair	Deborah Penny	
Note taker	Deborah Penny	
Attendees	Susan HB, Bob C, Rachel W, Nigel G, Dave W, Claire D, Emma D	
Apologies	Neil Richards, Lucy D, Vicky C, Rhian B, Tim B, Caroline T, Kerry L, Lynne B, Richard H, Ali P, Peter C, Eileen M, Jackie M, Frank B, Caroline M, Caroline H, Nikki W, Jill D, Rachel M, Malcolm J, Nicola M, Claire Chetto, John Moison	
1. Care Services Review		
<p>Neil has been attending the Carers' Services Review meetings on behalf of Carers' Voice Somerset. We will shortly be confirming who will be our Interim Vice Chair Person; this person will then also attend the Carers' Services Review meetings.</p> <p>Workshops have been scheduled to provide opportunities for everyone to view the key components of proposed new Carers' Services Specification and to help develop the specification further.</p> <p>Debbie is co ordinating the promotion of these workshops. An article will be placed in "The Networker" magazine this quarter for the carer's event and we will be informing all networks of other events. See details below:</p>		
1. Action Items	Person	Deadline
Key Components of new Carers' Service workshop – Compton Dundon Village Hall 10.00 – 12.00	Carers' Voice Members	22.6.16
Key Components of new Carers' Service workshop – Wynford House, Lufton Way , Yeovil 1.00 – 3.00	Carers	27.6.16
Key Components of new Carers' Service workshop – Wynford House, Lufton Way , Yeovil 9.30 – 12.30	Commissioners & Service Providers	19.7.16

# minutes

<p>Carers' Voice Somerset will continue to work closely with Somerset County Council in order to plan, monitor and review the Commitment .</p>	<p>AP, LB, CH, CT, CD, LD, DP, NR, RH, SHB</p>	<p>17.5, 14.6, 19.7, 10.8, 20.9, 17.10, 14.11, 14.12</p>
<p><b>2. Carers' Voice update</b></p>		
<p>Debbie provided a summary detail (see attached) about the progress and development of Carers' Voice Somerset. During the meeting Debbie ran through this detail explaining where we are now, what our short, medium and long term goals might be. Debbie explained how the newly formed Management Committee are working together to determine these goals, develop our strategy and constitution.</p> <p>We were all in agreement that becoming an independent body is what we require. We talked about the practicalities of becoming independent, the sorts of areas that would need considerable thought and planning, the infrastructure, volunteering roles and how we could support volunteers, secure funding etc.</p> <p>Claire talked about the importance of rewarding volunteers and of her own experience of volunteering; how it is helping her to develop skills and confidence. Bob and Susan similarly talked about their experience; all identified a variety of motivating factors and benefits unique to them. This led to further discussions about individual motivators and the importance of taking this into account when planning rewards. Claire stated how important it is that Carers' Voice also focuses on, and celebrates the positives – all agreed. Debbie suggested that part of this celebration could be done by including successes in our annual report and announcing achievements at our Carers' Conference (2018).</p> <p>All were very positive about this development and were in agreement that this is a long term plan and we need to plan very carefully.</p>		
<p>Conclusions</p>	<p>Long term well planned and structured approach is required for the development of Carers' Voice Somerset as an independent body. In addition to planning what we need to do we would also like to explore the wide range of development opportunities including, the recruitment of further carer roles that could be generated as a natural consequence of this development, the benefits to Carers' Voice and the caring community as a whole.</p>	

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2.Action Items	Person	Deadline
Meet with Rhys Davies from Community Catalysts to discuss funding ideas and other matters relating to the development of Carers' Voice as an independent body.	Debbie	17.5.16
Liaise with South Somerset Association for Voluntary Community Action – complete registration forms – with a view to publicising volunteer opportunities between Dec 16 – April 17	Debbie	28.6.16
Liaise with Glastonbury Community Development Trust with regards to publicising volunteer opportunities – between Dec 16 – April 17	Debbie	28.6.16
Explore all other agencies that can support with the promotion of volunteering opportunities at Carers' Voice Somerset.	Debbie	31.3.16
Write a short paragraph about the benefits of volunteering from your own perspective for Debbie. Debbie to include these statements in future publicity material about volunteering.	CD, SHB, BC	26.9.16
Carers' Voice Somerset Management Committee Meetings will focus on the development of the Carers' Voice Constitution, Strategy and Action Planning	AP, LB, CH, CT, CD, LD, DP, NR, RH, SHB	31.5.16 28.6.16 5.10.16 2.11.16

# minutes

3. Carers' Services update		
Discussion	<p>The following service updates were circulated electronically, prior to the Board meeting:</p> <p>Compass Carers Young Carers' Services.</p> <p>Debbie has been meeting regularly with Rachel and Nigel the Young Carers' Transition Co ordinators. These meetings have proved most useful for the further exploration of the key issues and challenges that Young Carers face. Together Debbie, Rachel and Nigel have kept each other up to date on each other's work, shared information and looked together for possible ways that they can work together more closely now and into the future.</p> <p>Dave, Debbie, Rachel &amp; Nigel talked briefly today about the Young Carers' Services and what might be future considerations.</p> <p>Debbie talked with the Young Carers' team about some opportunities that have recently been created for Young Carers, within Carers' Voice Somerset. See attached details.</p> <p><b>Working more closely with Young Carers Services:</b> Debbie has agreed to assist Dave with the facilitation of a workshop that will initially replace the Young Carers' Steering Group meetings which have been under represented lately. The workshop will focus on the legal responsibilities relating to Young Carers and how to recognize and fulfil these responsibilities. More specific details and dates of workshop to follow.</p>	
Conclusions	<p>We are all in agreement that Young Carers are very high on the agenda and we would like to work together closely with the Young Carers Team.</p>	
3.Action Items	Person	Deadline
Meet with Rachel & Nigel	Debbie	24.6.16

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4. Working more closely with the Clinical Commissioning Group.		
	<p>Our discussions initially focused on the ways that we gather feedback from carers, at events and through other activities. We were all in agreement that there may be some cross overs and limitations, as a result of working in this way.</p> <p>We talked about the need to gather feedback from a broader representation of carers in Somerset. Events across the county and information gathering mechanisms are positive and useful but we need to expand on this. Debbie explained how the further development of “Vision Groups” will really help with this.</p> <p>We talked about potential ways gathering feedback from carers using more joined up approaches. Susan made reference to the NHS Nation Survey which comprises of 64 questions and asked whether we might add questions to this and share outcomes. Emma explained that this might be difficult to do but explained how the PPG are developing something similar. All were in agreement that a central information gathering point would be the ideal and very useful, saving both time and energy. Further discussions and exploration of “ideal possibilities” and practical solutions to be explored further.</p>	
Conclusions	<p>Many organisations in Somerset are gathering feedback for their specific, individual projects, from carers. There are opportunities for us to work together more effectively gather and share information from a wider group of carers.</p>	
4.Action Items	Person	Deadline
Attend Somerset Sustainability and Transformation Steering Group Meeting	Debbie & Rachel	12.5.16
Talk with Jill Downey about the setting up of Vision Groups within CCG	Emma	19.7.16
Any other carer who would like to attend this meeting please contact Debbie	Any carer	10.5.16

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CCG representative to attend workshop. Part of the workshop will provide an opportunity to gain further guidance on how to set up Vision Groups and how the accompanying, Commitment monitoring and review process will work.	CCG	19.7.16
Contact Mac Millan Trust and Somerset Neurological Alliance	Debbie	19.7.16

## Future Meeting Dates:

**22<sup>nd</sup> June (Wednesday)** – Compton Dundon Village Hall  
12.00 – 2.00 – Main Board Meeting  
Please bring a packed lunch.

**Please Note:** We also have a meeting in the morning, this meeting starts at 10.00 and runs to 12.00. This is an opportunity for Carers' Voice Members only to look at the key components of the new Carers' Services Specification.

## 25<sup>th</sup> July meeting cancelled

**26<sup>th</sup> September** (Monday) – Blackford Reading Room, Nr Wincanton  
10.00 – 1.00 – Carers pre meeting  
11.15 – 1.00 – Main Meeting  
1.30 – 3.00 – Focus Group Meeting