

Minutes of the meeting of the Lambeth Disabilities Partnership held on the 21st September 2004 at 2.00pm Room 8, Lambeth Town Hall, Brixton Hill, SW2

Present :

Lesley Costello - Independent Consultant to Lambeth Social Services
Hannah Watts - Disabilities Partnership and Involvement Worker DASL
Faiza Ahmed - Rehab UK
Saleem Patel - Lambeth Transport
Marc Jeffrey - Joined Up Writing Partnership
Denis O'Rourke - Lambeth PCT
Claire Drummond - Lambeth Supporting People
Frank Luck - Metropolitan Society for Blind
David Strong - Disability Advice Service Lambeth
Gerry O'Kello - Lambeth Social Services
Richard Croydon - Lambeth PCT
Stephanie Brann - Home Improvement Agency

Apologies:

Barbara Collis - Lambeth Carers
Alan Smith - Lambeth Cross Roads
Ann Potton - Lambeth Social Services
Sandra Morrison - Lambeth Education
Olive Lycett - RAD
Tony Sheil - RAD
Petra Clarke - Lambeth Social Services
Stephen Blann - Lambeth Voluntary Action Council (LVAC)
Peter Drake - Lambeth Housing
George Marshman - Lambeth Social Services
Paul Ainscough - Dial-a-Ride
Jim Heron - Lambeth Social Services
Brenda Collins - Service user

1. Introductions

Denis O'Rourke opened the meeting and welcomed everyone to the Partnership Board meeting.

2. Minutes of the previous meeting

Agreed as correct record

3. Matters arising

All matters arising were updated by items on the agenda.

4. Social Services Reconfiguration

Lesley Costello talked to the meeting about the reconfiguration of care management services for Disability and Older people. She outline the key changes as:

- a) Combination of care management services for older people and younger people with disabilities in order to maximise the cross over skills of staff.
- b) New skill mix with trained, skilled case coordinators taking on all non-complex referrals identified by GP practices to the specific worker
- c) Enhancement of specialism for complex work for social work, occupational therapy, direct payments, services for older people with mental ill health, sensory loss – including the development of services for dual sensory impairment and an increase in mobility officer resource – HIV, sickle Cell and the potential to develop a joint health/social services team to concentrate on complex disabilities for younger adults.
- d) Improve business processes complemented by improved computer system
- e) Realignment of staff teams to enable closer working with health colleagues in PCT
- f) Assessment done on screen in service users home to ensure full participation
- g) Maximisation of potential benefits of Single Assessment process (SAP) being applied by all professionals for both service user groups, particularly in area of speeding up delivery of care packages.

Case Co-ordinators would handle all referrals that require *face-to-face* contact and/or Overview Assessments and on occasions more complex and/or urgent referrals (except those requiring immediate intervention by a specialist). Where an individual is eligible for a service they will be required to develop a care plan, which would be forwarded onto the Brokerage Team to initiate a care package.

Case Co-ordinators will also undertake reviews of cases that they are responsible for. In addition they will confirm, adjust or refer back, packages of care that have been identified by colleagues in other agencies (such as Health) who have undertaken an Overview Assessment and subsequently referred this assessment on to Disability and Older People for a home care package.

Some specialist functions will be maintained and others developed. Social Workers and Occupational Therapist will be left to focus on Specialist Assessments where their particular and commensurate skills are required. The Sensory Impairment Team will remain as a separate team but function in a similar way i.e. receiving requests for specialist assessments or intervention following an Overview Assessment from a Case Co-ordinator. HIV and Sickle Cell specialism will also work this way

David Strong wanted to know about localities and what it would be involved in the specialist role in direct payments since all staff would need to have a good understanding of what is now mainstream part of all care management teams' work. Lesley explained that there will be altogether three localities corresponding to Lambeth PCT's localities. Direct payments will be dealt with within care management teams but staff must have the ability to identify complex care packages.

She explained that it had not been deemed necessary to consult formally with external partners on the reconfiguration because the changes were not about altering services to users.

Marc Jeffrey wanted to know the time frame for implementation of the process. She explained that the consultation with staff that was anticipated to start in October, will now take place end of November. The evaluation of job descriptions is now

underway, in preparation for the discussions with the trade unions. Until discussions have been held with the trade unions, details will not yet be disclosed.

Action : Lesley to provide details of structure once they have been agreed.

5. Partnership Arrangements

- **HSCP feed back from 2nd July 2004**

Denis O'Rourke circulated the report of the Health and Social Care Partnership conference held on the 2nd July. The report gave an account of the result of the consultation with the representatives of the four Partnership Boards, the Health and Social Care Partnership Executive, LVAC and CEN in their attempt to consider how partnership arrangements should be taken forward.

In terms of the Actions required/recommended by the HSCP;

- a) Statutory sector chairs of respective boards have been agreed
- b) Co-chair model arrangements were agreed and currently discussions are taking place between CEN/ LVAC and the statutory sector to identify voluntary sector co-chair for the partnership board.

Marc Jeffrey questioned the plan of co-chair arrangements going to CEN and LVAC as he was not sure whether all service user representation would be met. It was discussed and agreed that a co-chair who is a service user who can be supported to carry out this role is needed. Agreement was reached for Denis O'Rourke, Marc Jeffrey and David Strong to meet up to consider some interim transition co-chair arrangements for the time being until this issue is resolved.

Denis O'Rourke also reported that he had spoken to Robert Nichols about the adequate support for user and carers' involvement that has yet to be resolved. He added that a fund needs to be set up between the PCT and Lambeth Social Services to facilitate service user carer involvement in the partnership board.

The issue of setting up a support unit for partnership was discussed as recommended and concerns were raised as no one was sure where the money would come from nor was there consensus on the merits of the proposed central team..

- **Partnership Board Membership**

Denis explained that there is need to confirm the membership of the Disabilities Partnership Board, as there is currently no clear set membership. In doing so, there is need to be clear about the involvement and representation. A criteria defined in the terms of reference will be followed when determining the membership.

- **Terms Of Reference**

The draft TOR was discussed at the partnership meetings on the 11th May and again on the 29th June. It was again circulated to members for consultation but no feedback has been received. Denis stated that there is need to come to a close with this process now and make the draft TOR into a working document.

6. Update on Disability Discrimination Act and Implementation

There was a discussion about the DDA and its implementation. From October 2004, service providers have to make 'reasonable adjustments' to the physical features of their premises to overcome physical barriers to access. During the discussion, it was agreed that many areas need to be audited including; transport, access to buildings, parking, road crossing facilities, availability of services for disabled people etc. Saleem Patel reported that there is a Local Implementation Plan for the Mayor's Transport Strategy and his service will be looking for opportunities to consult with stakeholders.

Denis O'Rourke and Marc Jeffrey reported that the PCT has been doing some work on the DDA and were developing a DDA staff guide.

There seems to have been a limited coordination of the Council's work on this subject. All acknowledged that they are still behind with the implementation of the DDA. All agreed that there is need for joint working partnership between Social Services and the PCT in the work of DDA compliance in order to have a single map for the whole of Lambeth. Denis O'Rourke will write to the Council (Faith Boardman) to highlight the need for joined up work on the implementation of the DDA. The Disabilities Partnership should have a particular responsibility for widening knowledge of the DDA but it was agreed that the Health and Social Care Partnership be asked to consider a joined up approach to DDA compliance across care groups.

Action ; Denis to write to Faith Boardman as above.

7. Draft Strategy and Work Plan for the Board

It was recognised that Access to Better Care Services, a 3 year draft strategy is a working draft document. The detailed feedback so far received has highlighted the following gaps:

- Lack of user/carer involvement. There is need to build in ongoing consultation and involvement of all stakeholders in order to keep the strategy live by continuously engaging with users and carers. A formal communication strategy should be developed
- Wider equalities issues need to be addressed and be clear about how it links up with other boards/client groups
- Lack of clarity about the services that currently exist for disabled people in Lambeth. Need to identify and be clear about all the current services
- ICES and the MAB governance what is its relationship with Partnership Boards
- Employment and disabilities, the three year Welfare to Work Joint Investment Plan has now expired and there is no structure to focus on employment issues. Who is taking this agenda forward
- NSF for Long-term Conditions out in October 2004, needs to be reflected in the Strategy
- Links with housing, Home Improvement Agency and Supporting People needs to be built into the Strategy
- Sensory disabilities received very little attention in the draft, it was noted that Julia Manning is carrying out work on improving visual impairment services across LSL

- Access: to address issues including direct access to Lambeth buildings, road crossing facilities, parking for disabled people, transport and other physical barriers

It was discussed and agreed that a small strategy group including Marc Jeffrey, David Strong, Barbara Collis and a lead person from housing be lead by Denis O'Rourke and George Marshman to work on the draft Strategy and also to look at the work plan for the Partnership Board. Time frame for this work is for the group to meet within 2/3 weeks and to have a document that is deliverable by December 2004. Social Services will take lead on producing the Strategy document.

Action : Strategy working group to meet before next PB.

8. NSF for long-term conditions

It was discussed that the NSF for long-term conditions is currently being developed with the aid of the wider range of groups and will be published by the Government in October 2004. The aim of the NSF is to improve the lives of people who suffer from neurological and other Long term condition (no specific definition) by providing them with better services. The NSF will set a major part of the agenda for the Partnership Board. Currently there is no information on the DoH website other than the earlier publications that were circulated in the previous meeting. Gerry O'Kello has contacted Kate Hardy from the DoH, who informed him that the team is still awaiting final Ministerial decisions on the standards that will be included in the LTC NSF. An, Implementation Group has been recruited whose work will complement the work of the External Reference Group.

9. Feedback from Priority Areas

- **Integration of Community Equipment Services (ICES)**

An update on the progress in integrating community equipment services provided by health and social services was provided. It was reported that Lambeth in partnership with Lambeth PCT and the voluntary sector have progressed well in terms of meeting the DoH milestones for achieving the defining characteristics of an ICES by the end of the year.

- a. The section 31 agreement for 2003/04 and 2004/05 had been achieved
- b. Establishment of the Management Advisory Board (MAB) had been achieved but service user representation in the MAB is hoped to be achieved by the end of the year
- c. A single operational manager and a unified stock list has partially been achieved
- d. IT system able to track and monitor equipment has been installed (ELMS, equipment has been installed)
- e. Single point of contact and Trusted Assessors hoped to be achieved by December 2004
- f. A demonstration and display area anticipated to be in place by 2006

Rebecca McDonnell, project manager working on ICES will provide a full report to be presented in the next meeting.

- **Direct Payments**

David Strong reported that the Direct Payments Action Plan had not moved forward since May, mainly because of the departure of key personnel in Social Services Planning & Commissioning. As at September 2004, a total of 111 people were receiving Direct payments in Lambeth (physical disability 67, older persons 20, learning disabilities 20, children 2 and mental health 2). DASL has recently re-structured its Direct Payment team and now has a service manager (Margaret Farrel) and a new team of Direct Payments Workers. DASL is also continuing to manage the Lambeth Direct Payment Network's "New Paths to Direct Payments in Lambeth" project and reasonable progress is being made in terms of work with adults with learning difficulties.

- **Supporting People**

Claire Drummond talked to the meeting about the Supporting People 5 Year Strategy which is due for presentation to ODPM in March 2005. The key milestones in delivering the strategy are the next Commissioning Body in November, and LA executive committees between December and January.

Claire said that Supporting People wanted to hold a focus group meeting on the 5 Year Strategy to get the input of the Physical and Sensory Disabilities board in formal consultation during the first or second week of November. The board decided that the next available board meeting should have a presentation on the 5 Year Strategy but that could not be before 23rd November 2004.

Supporting People is a partnership between local government, service users, health, and probation and support providers. The Programme offers vulnerable people the opportunity to improve their quality of life by enabling them to live independently in the community.

Supporting People in Lambeth went live in April 2003, since then the local authority is the Administrative Authority funding all housing related support for vulnerable people in Lambeth. The vulnerable groups covered include:

- People with physical and sensory disabilities
- People with HIV/Aids
- Tenancy support services for people struggling with their current accommodation
- Young care leavers
- Refuge and move on support for woman fleeing domestic violence
- Single Homeless people and rough sleepers
- Homeless families
- People with drug and alcohol problems
- Teenage pregnancy
- Refugees
- People with HIV / Aids
- Older people
- People with learning disability
- People with mental health problems or disabilities

The support and services provided include:

- i. Resettlement when setting up and managing a new tenancy
- ii. Assistance with home improvement
- iii. Peer support and befriending
- iv. Developing social and life skills
- v. Monitoring health and well-being
- vi. Advice, advocacy and liaison with other agencies
- vii. Assistance with housing and welfare benefits
- viii. Counselling and emotional support
- ix. Provision of community alarms

To ensure that Lambeth achieves the aims of the Office of the Deputy Prime Minister Supporting People Programme, the council has put in place effective mechanisms for monitoring local implementation and service quality and a Quality Accreditation Framework.

All housing related support services are being reviewed in the SP programme 2003 - 2006, with the frequency of reviews reflecting contractual arrangements and the nature of provision.

- **Disabilities Partnership and Involvement Worker.**

Hannah Watts is the disabilities partnership involvement worker. She started on the 31st August 2004 and is based at DASL. This post is funded through Health Action Zone (HAZ) until 2006. Hannah provided some information that briefly explained her responsibilities and priority areas of work. Hannah provided a hand out which briefly explained her responsibilities and priority areas of work which included involving users in the work of the Partnership Board, the ICES MAB and Public and Patient Involvement Forums in Health.

- **Stroke Modernisation**

Denis briefly explained to the meeting that the stroke modernisation is a project aimed at improving service for people living with a stroke in Lambeth and Southwark. Guys & St. Thomas' Charitable Foundation currently funds this project. The project is looking at the three main areas of work as detailed in the report

- i. current services for people living with a stroke
- ii. Project Vision and high level goals
- iii. Delivering goals through the work streams

The Board agreed to receive a presentation at a future meeting.

Action: Denis to invite Jane Stopher, Project manager for the Stroke modernisation initiative to the January 2005 meeting.

10. Board members update

- Marc Jeffrey explained that, on behalf of the Joined Up Writing Partnership, he has produced a document that brings together the needs of the hidden and socially excluded communities of Lambeth. This was achieved by true community involvement of all people from different ethnic backgrounds. He has now circulated this document for consultation.
- Stephanie Brann reported that the Home Improvement Agency had received extra funds in the region of £400,000. The agency has re-written their leaflets and are now able to offer discretionary grants.

11. AOB

No matters raised

12. Next meetings

23rd November 2004

25th January 2005

29th March 2005

31st May 2005

26th July 2005

27th September 2005