



NEW OLDER PERSONS GROUP

NOTES OF THE MEETING HELD ON 12 MARCH 2007 10.00 – 12.00 NOON IN THE VANCOUVER ROOM, ST JAMES, EXTONS ROAD, KING'S LYNN

PRESENT:	Kate Jackson (Chair)	(KJ)	Independent Sector
	Ray Boateng	(RB)	Norfolk Social Services
	Caroline Ward	(CW)	NPCT
	Roy Crane	(RC)	NPCT
	Teresa Webb	(TW)	NPCT
	Jane Evans	(JE)	WN Carers Association
	Sandra Haw	(SH)	NPCT
	Penny Levett	(PL)	NPCT
	Sian Kendrick-Jones	(SK-J)	NPCT
	June Stokes	(JS)	NPCT
	Sue Lowe	(SL)	Age Concern, West Norfolk District
	Anne Biggar	(AB)	Alzhiemers Society
	Kate Walker	(KW)	QEH
	Kerry Jones	(KJ)	NPCT
	Joe Shepherd	(JSh)	Norfolk Social Services
	Linda Naylor	(LN)	Norfolk Social Services
	David Hanson	(DH)	Care & Repair, BCKLWN
	Rosheen Crane	(RC)	Careline BCKLWN

APOLOGIES:

	Sue Gurr	(SG)	NPCT
	John Rees	(JR)	NPCT
	Tim Rees	(TR)	QEH
	Kath Williams	(KW)	Local Pension Service (DWP)
	Tom Makin	(TM)	Help the Aged
	Vanessa Garfoot	(VG)	Norfolk Mental Health Trust
	Peter Morris	(PM)	WN VCA

ACTION

1 INTRODUCTIONS

Introductions were undertaken.

2. MINUTES OF THE MEETING HELD ON 22 JANUARY

The following amendments were made:

- P Levett/K Jones – both are NPCT representatives not QEH
- Age Concern – should be Age Concern, West Norfolk District
- Both Care and Repair/Careline are BCKLWN

Key priorities – need to include ‘preventing admission to hospital’

3. MATTERS ARISING FROM THE MINUTES

None

4. FEEDBACK FROM WEST NORFOLK HEALTHY COMMUNITIES AND OLDER PEOPLE’S PARTNERSHIP RE PRIORITIES

Tom Makin gave an outline proposal on the Sure Start for Later Life project. A further £5,000 was obtained giving a total of £10,000 for this project. The main purpose of the project is to undertake a survey with Older People to identify their main priorities.

JS presented the main aims and objectives identified by the new Older People’s JS Group. The Partnership endorsed these. Kate Gordon, Chair of the Partnership, asked for an outline action plan from the Older People’s group.

5. DRAFT TERMS OF REFERENCE

Members went through the Terms of Reference and the following is a summary of the discussion/amendments made/actions:

1. Role

This section needs to express the fact that Living Longer Living Well/POPPs are now integrated and the reason why. It needs to reflect the maintenance, intervention, prevention and development of older people’s services.

Reference to ‘benchmarking’ to be replaced with ‘audit’.

2. Purpose

This section needs to move away from just ‘preventative’ work and include ‘receiving feedback from relevant subgroups’. It also needs to state that the group will inform the commissioning process and help to achieve outcomes. The group need to link to the commissioning process within the PCT.

The purpose of the group needs to be very clear and be turned into the ‘strap line/mission statement’ for this group.

3. Geographical area

Some discussion took place on this and it was proposed it would cover the population of West Norfolk, leaving public sector boundaries to one side. Dealing with boundary issues could be a task for a sub group in the future.

4. Relationships with other key stakeholders

The following partners were identified:

- QEH Trust Board
- Norfolk PCT
- PBC/Local commissioning team
- Social Services
- Mental health partnership
- Service User Forum/PPI county wide

5. Membership

The following additional members were identified:

Freebridge Housing (C Smith)
Library Services – BCKLWN

Members felt rather than invite everyone, it was agreed to co-opt members on as appropriate.

Some discussion took place around asking the PCT Board to nominate members to include both commissioning and service provision, and PBC. It was agreed that the current membership covered these areas, with the exception of the Assistant Director of Commissioning and PBC.

6. Aims/Objectives

It was agreed these would be reworded/reworked

6. ANY OTHER BUSINESS

Members requested clarity on the structure of the West Norfolk LSP.

Some discussion took place on the Consultation for Intermediate Care.

7. ACTION:

- Letter to be sent to the new Assistant Director of Commissioning for the West Locality (Mark Weston) informing him of this group's existence. It also needs to be raised within Practice Based Commissioning Consortia and the group needs to have a better understanding of Practice Based Commissioning (PBC). KJ SH
- A letter of invitation to nominate members to go to Freebridge and BCKLWN library services KJ
- Terms of Reference to be amended KJ/JS
- Use the West Norfolk LSP logo for the ToR, KJ/JS
- Present the priorities or ToR to the next West Norfolk Healthy Communities and Older People's Partnership, JS
- Raise awareness of this group – write to ASSD, NPCT, PBC, Hospital Trust Boards All
- A structure chart of the West Norfolk LSP to be circulated to members JS
- Consultation document on Intermediate Care to be circulated to members for consideration at the next meeting JS
- Terms of Reference to go to Chair of WN Healthy Communities and Older People's Group JS

8. AGENDA ITEMS FOR NEXT MEETING

1. Decision required:
 - Intermediate care consultation – consequences of losing facilities. Group response to NPCT
 - Action Plan
2. For Information:
 - Final Terms of Reference
 - Data on Older People's needs in West Norfolk

9. DATE OF NEXT MEETING

Monday, 23 April 2007

POPPs - 1.30 - 2.00;

Older Peoples group: 2.00 – 4.00 pm – Vancouver Room, St James, Extons Road, King's Lynn