

**Minutes of the Older Persons Group**  
**Held at St James, Extons Road, King's Lynn**  
**1<sup>st</sup> October 2007**

**Present**

Sue Lowe (Chair)	Age Concern West Norfolk
Jane Evans (Vice Chair)	West Norfolk Carers Association
Tom Makin-Bell	Help the Aged
Cllr. John Legg	BCKLWN
Teresa Webb	Norfolk PCT
Jo Russell	Care and Repair
David Hanson	Care and Repair
Kate Walker	QEHKLNHST
Jo Green	ASSD
Anne Biggar	NWMHP
Carmel Wolverson	WN Befriending
Hilary Sinclair	WN PCT
Esther Burton	Social Work Student
Sarah Jeffreys	Norfolk PCT
June Stokes	Norfolk PCT
Jean Ellis	West Norfolk Carers Association
Ian Pullen	Adult Social Services
Ray Boateng	Adult Social Services
Joanne Haw	WN PCT
Roy Crane	WN PCT
Kerry Jones	WN PCT

**Apologies**

Sian Kendrick-Jones	Norfolk PCT
Susan Barrett	NWMHP
Maggie Carter	QEHKLNHST
Rosheen Crane	Careline
Lorraine Douglas	
Vanessa Garfoot	NWMHP
Leslie Graham	Flagship Housing
Sue Gurr	WN PCT
Sara Hall	QEHKLNHS
Kate Jackson	Independent Sector
Tony Langham	
Linda Naylor	
Sarah Reed	WN PCT
Penny Levett	WN PCT

Kathryn Sams	NWMHP
Meena Sharma	NWMHP
Caroline Ward	WN PCT
Teresa Webb	WN PCT
Alison Whittaker	WN PCT
Kath Williams	The Pension Service

<b>1</b>	<p><b>Introduction</b></p> <p>Attendees introduced themselves to each other round the table after the chair had welcomed them.</p>	
<b>2</b>	<p><b>Minutes of previous meeting and matters arising</b></p> <p>With no amendments the minutes of the last meeting were ratified.</p>	
<b>3</b>	<p><b>Matters arising</b></p> <p><b><i>Older People’s Forum – June Stokes</i></b>  June told the meeting that £1000 is available from ASSD (Ray Boateng) for setting up the forum and it is planned to have an event in the New Year to launch it. June asked for volunteers to help and Jane Evans, Sue Lowe and Tom Makin-Bell volunteered. The proposal is to set up a panel from the statutory and voluntary sectors, have them man stands at this event and then invite the public. It all depends how far the funding stretches and whether the public want an independent older people’s forum.</p> <p><b>ACTION</b> June will send out information on the purpose and benefits of having this forum and contact the volunteers to set up a meeting</p>	<b>JS</b>
<b>4</b>	<p><b>Update from Sub Group reviewing data/service mapping/gaps/strategic priorities – June Stokes</b></p> <p>June informed the meeting that this sub-group has been looking through the data and noted that there is a huge amount of information to peruse. They hope to come back in January with 4 or 5 specific priorities that the WN Older Persons Group can adopt (including social services &amp; PCT’s commissioning priorities). The sub-group still need to get more information from the PCT and there will be an Older Persons Mental Health Consultation taking place soon from which they hope to glean more input. However if anyone wants a copy of the document as it is so far, they can contact Jean Ellis on <a href="mailto:jeanwnca@hotmail.co.uk">jeanwnca@hotmail.co.uk</a>.</p> <p><b>ACTION</b> Sub group to meet again 19 October</p>	

<p><b>5</b></p>	<p><b>Sure Start In Later Life – Tom Makin-Bell</b></p> <p>Tom, who is leading this group, noted that they have had 2 meetings. Some of the funding for the project has come via Future East. The hope is to conduct some district pilots on the issue of engagement and how service providers and decision making bodies handle older people as clients. The group wants to:</p> <ul style="list-style-type: none"> <li>• Design a self-assessment for organisations in Kings Lynn and West Norfolk to see how they engage older people</li> <li>• Speak to older people directly about this matter.</li> </ul> <p>The group is and will be continually questioning how this project will best work and where this work is going to lead. Tom added that they have been questioning whether what they are doing is realistic as it could require more money and time than available. There are also a number of other organisations looking at the engagement of older people, especially regarding the delivery of services. The Local Involvement Network should be set up from April 2008 and consideration needs to be given as to whether the Sure Start project could be duplicating its work. The Sure Start could also look at what is/isn't working in West Norfolk aiming to address what isn't - however the funding for this group is not enough to pay outside consultants. Tom added that organisations like Age Concern and West Norfolk Carers are already engaging with older people on a regular basis but do not have the capacity to report and pass on the information gathered.</p> <p><b>ACTION</b> Tom to arrange and circulate date for next group meeting.</p>	<p><b>TMB</b></p>
<p><b>6</b></p>	<p><b>Partnerships for Older Persons Projects (POPPS) – Jo Greene</b></p> <p>POPPs is now 18 months into the 2 year project timetable. Currently evaluation of projects is underway with a view to looking at long-term strategies for sustainability. Some projects will be dropped and others kept. Two projects that work well are The Teleclub and Teleshopping. Quality of life assessments have been done with older people using the services and copies of these reports were handed out by Jo. Jo asked everyone to read these and get back to her by 8<sup>th</sup> October if they saw any problems or had any queries. POPPs will make a sustainability report to the Department of Health by 12 October (the report will detail how, when and where decisions will be made to keep projects or drop them). The report will contain items including outcomes, impact, financial impact and performance of all the pilots. Jo asked for those interested in undertaking assessment exercises before end of October to contact her at the end of this meeting. The exercises should take 2 to 3 hours.</p> <p><b>ACTION</b> Jo Greene/Sue Lowe to arrange a date for the assessment exercise and circulate details to the OPG.</p>	<p><b>JG/SL</b></p>

<p><b>7</b></p>	<p><b>Local Area Agreement – Sue Lowe</b></p> <p>Sue stated that theoretically the voluntary sector, statutory bodies and business should get together to make sure the LAA has a broad input. Mark Weston and Jane Stewart had been invited to join the OPG in an attempt to gain more input from the PCT. The PCT is currently undergoing a huge change which should be completed by April 2008. OPG needs to know if there will be a commissioning of services on a local, as well as county wide, basis in future. Ray Boateng came in at this point to say that all services and especially new services would need to be assessed as part of the commissioning process. He stressed that Social Enterprise will be the new way of working for most agencies. June Stokes suggested inviting Mark Weston and Maureen Begley to talk to the OPG at the next meeting in January.</p> <p><b>ACTION</b> Sue Lowe to follow up with a letter to M. Weston and M. Begley</p>	<p><b>SL</b></p>
<p><b>8</b></p>	<p><b>A.O.B</b></p> <p>There being no further business the meeting was declared closed at 3.00 p.m.</p>	
<p><b>9</b></p>	<p><b>Date and time of next meeting</b></p> <p>The next meeting will be held on <b>Monday January 7th, at 2 p.m.</b> All agenda items and apologies for the next meeting to Jean Ellis please <a href="mailto:Jeanwnca@hotmail.co.uk">Jeanwnca@hotmail.co.uk</a></p>	