

Housing and Support Strategy Group for People with a Physical Disability, Sensory Disability, Acquired Brain Injury and Long Term Conditions

Friday 12th March 2010 – 10.00 to 12.00

Minutes

PRESENT

LW (Chair) – Torbay Care Trust	FK – Hub
JD – Housing Links Coordinator	MP – Social Worker for the Sensory Team
M – SP Client	PM (Minutes) - Supporting People Administration Assistant
LC – BSL Interpreter	SG – Disability Information Service
SB – BSL Interpreter	CT – Supporting People Communication and Information Officer
PF – Community Care Worker - Brixham	JG – Supporting People Service Development Officer
JH – Affordable Housing Co-ordinator	AH – Community Occupational Therapist ABI Team

APOLOGIES

C – SP Client	CC - Westcountry Housing

ITEM 1	Welcome and Introductions	
	LW welcomed everyone to the Meeting.	

ITEM 2 Minutes & Matters Arising

- AP1 – LW to present Employment Strategy Document to the Worklessness Forum. Still outstanding as document has not yet been finished **AP1 LW**
- AP2 – Cleared
- AP3 – LW advised that she had sent a letter to Riviera Housing Trust which she will send out to the Group with the Minutes from this meeting she will also send out the response she received from Riviera Housing Trust **AP2 LW**
- AP4 – Cleared
- AP5 – Cleared
- AP6 – Cleared
- AP7 – Main Agenda Item

Minutes to be altered at Item 3 to show RNID instead of RNIB **AP3 PM**
rest of Minutes agreed as correct.

<p>ITEM 4</p>	<p style="text-align: center;">Devon Home Choice</p> <p>JD advised that the key point had been the low level Local Advertising Campaign. All applicants who wanted to stay on it were given a PIN Number to activate or view their accounts. There has been a staggered launch and not all Councils had gone live yet. Also there have been problems with the Website and duplicate accounts have been generated. Initially there had been a backlog but Riviera Housing Trust had now caught up with this. There used to be 6,500 on the list but now there are only 1,600 it could be less than this as there are duplicate accounts. JD is monitoring the figure levels. She is also lobbying for an improved advertising campaign. There is still one more authority to go live. At the moment “local connection only” is on the adverts but it will be open to everyone once the last authority goes live. People can bid in the local connections office. People can also be on an email distribution list. Clients aged 55 and over can apply for sheltered housing but it depends on their circumstances- need to speak to Riviera Housing Trust on these cases. JD has also asked that the wheel chair access symbol is put on all adverts. There are still problems as everyone does not have access to computers. It can be done on the red button via the digital box but this still needs a telephone connection which can be quite hazardous with leads across the floor. JD will ask the Implementation Group for an “Idiots Guide” and Frequently Asked Questions. The Accessible Housing Register is now running .Fully wheelchair accessible properties will go to a wheelchair user as a preference (rather than higher homeless need). She has also asked for a breakdown by Person; Age and Accessibility Need. Adverts can be accessed via a local telephone number where the adverts are read out. JD will test this system out next week and feedback to this Group.</p>	<p>AP4 JD</p> <p>AP5 JD</p>
<p>ITEM 3</p>	<p style="text-align: center;">Hub Update</p> <p>FK advised that they had undergone a Review and were now working to an Action Plan. The waiting list is now being prioritised in accordance with Need as opposed length of time on the list. They will review this after 3 months. FK will bring the prioritisation paper to the next meeting. There are 407 applications at any one time and they are not heavily resourced. She emphasised the importance of the Hub being advised if people’s needs change as this could affect their priority. FK will send a brief paragraph on prioritisation to JD so that she can put this on the Website. People can still self refer themselves to the Hub and if they do not have a Support Worker they can get help from the Hub with filling in the forms. PF advised that they were receiving faster confirmation of receipt of referrals and good feedback on where they are on the list. The Hub are now looking at “Move On” with Providers and how to free up service</p>	<p>AP6 FK</p> <p>AP7 FK/JD</p>

	vacancies. FK is looking into the waiting lists for Providers and also how to let referrers know what the waiting list is for the Hub.	
ITEM 6	<p style="text-align: center;">Back-charging process update</p> <p>JD explained that Supporting People cannot provide support in Residential Care. The Care Trust will fund Supporting People Services to go into Residential Care Homes to help clients move out. SPLASH had agreed to prioritise these cases. JD has been working with them on this. The referral form first goes to FM (Supporting People Manager) and then to LW. They are looking at putting some criteria into this process as they do not want SPLASH working with someone in Residential Care who is not looking to move on in 2 to 3 years time. Also could other Floating Support Services be used for this? JD & FK to meet and discuss this and also to look at how many people SPLASH have helped in Residential Care; What has been spent and how much is left.</p>	AP8 FK/JD
ITEM 7	<p style="text-align: center;">Supporting People Service Development Officer</p> <p>LW advised that SBr is back on Monday but will be working with Children, Families and Young People Sector and that JG will be the Service Development Officer for this Sector.</p>	
ITEM 9	<p style="text-align: center;">Data Provision</p> <p>JH advised that we were still struggling with this and it needs to be a standing Agenda Item. JD will give JH her figures on a monthly basis. There is a need to look at longer term needs for this Group. JH & JG to meet to discuss this.</p>	AP9 JD AP10 JH/JG
ITEM 8	<p style="text-align: center;">Performance Report</p> <p>CT issued the Summary Report at the Meeting and went through it. PM to send out the Report with the Minutes. BT (Housing Partnership, Torbay Council) and JD are working on accessible housing for the homeless.</p>	AP11 PM

ITEM 5**Housing Link Worker Update**

JD circulated her Report at the Meeting. She is now working with Children's Services looking at children over 10 years of age who will be coming to a point when they will need accessible housing. JD is working on a Hospital Discharge/ Homelessness project, with Housing Needs Manager and JG. The project is at an early stage, but will be looking at earlier intervention with housing for patients that are potentially homeless and in hospital, where discharge could be delayed as a consequence. She confirmed that at Dunboyne there would be 45 units in total- 35 for rent and 10 for sale and Riviera Housing Trust will manage the waiting list and they will not be going through the

	<p>Hub. People will still have to meet minimum eligibility requirements even if they are buying a unit. Hayes Road will be the next big Extra Care Unit.</p> <p>The Housing Link Workers questionnaires have now been collated by CT into a draft report. The Housing Link Workers Line Managers had all met and a collective review of the posts will be presented to the Commissioning Body. They are gathering information on the outcomes of the work done by JD and the other Link Workers. There will be a review of how they are funded. Evidence so far shows that the posts are valuable.</p>	
<p>ITEM 10</p>	<p style="text-align: center;">Dates for Future Meetings</p> <p>It was agreed that Friday mornings seem to suit most people. AH works every two weeks on a Friday. LW will liaise with her re work cycle and will then send out a list of future dates for these Meetings. It was agreed that they would now be held on a quarterly basis.</p> <p>Dates and venues for future meetings as follows :-</p> <p>Friday 18th June 2010 – 10.00 to 12.00 – Paris Room, Oldway Mansion</p> <p>Friday 10th September 2010 – 10.00 to 12.00 – Paris Room, Oldway Mansion</p> <p>Friday 3rd December 2010 – 10.00 to 12.00 – Cecil Room, Oldway Mansion</p> <p>Friday 25th February 2011 – 10.00 to 12.00 – Cecil Room, Oldway Mansion</p>	<p>AP12 LW</p>