

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

Tuesday 16th September 2008

Minutes

PRESENT

LW (Chair) – Torbay Care Trust	SB – Supporting People Development Officer.
MH – Westcountry Housing Association	JH – Affordable Housing Co-ordinator
KH – Sensory Team Manager	PM (Minutes) - Supporting People Administration Assistant
LS – Service User Representative	PF – Community Care Worker - Brixham
JE – Riviera Care and Support	

ITEM 1 APOLOGIES

TG – Hospital Discharge Manager	AS – Torbay Care Trust
SG – Disability Information Service	

ITEM 2	Minutes & Matters Arising	ACTIONS
ITEM 2	<ul style="list-style-type: none"> • LW informed the Group that sadly AH had passed away. The Group acknowledged the important role AH had played in the Group and acknowledged how instrumental she had been in the award of the SPLASH Contract. She was an amazing lady, had been inspirational and would be missed. • Job Descriptions – action still outstanding LW & MH • Questionnaire to be developed to gather accurate data on access needs – action still outstanding SB & JH to take this forward and set up a group to develop this. Home2own may be able to help. • Residential Care and Supporting People back-charging – main Agenda Item 5. 	<p style="text-align: center;">LW/MH</p> <p style="text-align: center;">SB/JH</p>
ITEM 3	<p style="text-align: center;">Choice Based Lettings</p> <p>The Devon Co-ordinator RW had been unable to attend this meeting but will come to the next one on the 4th November 2008 where the group's comments and questions will be put to him. This Meeting will be chaired by KH in LW's absence. The Group then worked through the latest draft document on CBL, comments and questions are captured in Appendix 1 of these minutes. Also the Group identified that the Link Worker needs to develop an easy read guide for Choice Based Lettings for operational staff.</p>	<p style="text-align: center;">Link Worker</p>

	<p>LS raised the point that Riviera Housing Trust on new builds were offering tenancies to Clients with the offer being subject to CRB/Police Checks and that the result of the check could affect the decision on Housing. JH agreed to look into this and advise the Group of the results. LW asked that if anyone had any other questions for RW could they send them to SB who will collate them and send them to RW before the meeting. Also could she ask RW to talk about how it is all going to work at the next meeting, will there still be a local contact and will there be local panels. Draft Vulnerable Persons Strategy had also been sent out for discussion today but unfortunately there is not enough time to fully discuss it. LW asked if the Group could go through it and feedback comments to SB. The point was made that the list of Partner Agencies was not a full list particularly from a Torbay point of view.</p>	<p>JH ALL SB ALL</p>
ITEM 4	<p style="text-align: center;">Housing Link Worker</p> <p>LW advised that these will be posts in the Zones joint funded by the Care Trust and Supporting People they will be specialists in understanding Housing Options/Processes and will help Care Trust Staff. The Job Descriptions have been written and are Pay Banding 3 subject to Agenda for Change. SB advised that the delay was now due to the Care Trust trying to identify the Level/Grade of the Line Manager. LW to discuss this with Mandy and AS. Otherwise it was all ready to go out to advert.</p>	<p>LW</p>
ITEM 5	<p style="text-align: center;">Residential Care Update</p> <p>LW advised that approval had been given to introduce the recommendations from the back charging paper. The Care Trust will be able to directly fund SPLASH into Residential Care Homes; this is a trial with a limited budget. The form to be filled in is to be approved by LW and SB so as to ensure that the Supporting People SPLASH Contract has not been affected and will also enable LW to keep within budget. This trial could transform Residential Care costs to the Care Trust. The trial needs to prove how savings have been made and try to take it forward; it may lead to Clients moving out of expensive care. LW is working on a form to try and evidence this. LW is to meet with Zone Leads and raise their awareness about the trial and MH will also talk to her staff about it.</p>	<p>LW MH</p>
ITEM 6	<p style="text-align: center;">Any Other Business</p> <ul style="list-style-type: none"> • MH advised that they had received some good job applications for their vacancies, they short listed three 	

	<p>applicants and interviewed them all. SB and LW agreed to fund an additional 0.5 post for 1 year only based on available funds within the budget and the excellence of candidates.</p> <ul style="list-style-type: none"> • LW advised that money has been agreed for independent advocacy for the sector, to give service users support in the Commissioning processes. • Operations hope to have a Project Worker for 6-12 months to look at how services operate i.e. Acquired Brain Injury (ABI) and Chronic Fatigue these are small services which are badly affected by one person leaving. • Strategy Consultation had now closed; have had some feed back there are no alterations to be made following this. • ABI Funding LW and SB are meeting with Finance to look at the funding going between the 2 organisations. LW and SB are putting together a paper to commission a joint service. Finance system has to be simplified. The Care Trust is taking the lead on Commissioning and have to ensure that it links in with Supporting People. • Headway Contract with the Care Trust is due to expire shortly.LW will be speaking with the ABI Teams to discuss how to take this forward. It is a Torbay and Teignbridge Service so need to talk to Devon and Torbay Commissioners about how to move forward with ABI Services. • SB advised that she had been asked to do a half page Annual Report for each of her Strategy Groups detailing their achievements see Appendix 2 • MH advised that they have 34 clients supported through SPLASH; 9 hearing impaired, 4 visually impaired, 7 physical disability, 8 long term conditions, 6 ABI. Support workers are starting on British Sign Language Level1. SB advised that she will shortly be conducting a Review of the SPLASH Contract and will be meeting with MH to see if a full Review is needed. The Contract can be extended for two years; the Group need to consider whether they want to continue with SPLASH. SB asked the Group to email her with any feedback on the SPLASH Service and also any feedback they may have on Dragons Tail. SB will also be producing a questionnaire to obtain feedback from Clients. 	<p>LW/SB</p> <p>LW</p> <p>SB</p> <p>ALL</p> <p>SB</p>
ITEM 7	Date of Next Meeting	
	4 th November 2008 – 14.00 to 16.00 in the Cecil Room, Oldway Mansion. Chair will be KH	