

Minutes of the West Berkshire Council

Disability External Scrutiny Board

Meeting 16 October 2014

Item	Notes
Board Members in attendance	Jan Rothwell (Chair), John Carr, Sue Hinks, Keith Hester.
Others	Councillor Graham Pask, Councillor Roger Hunneman, Tandra Forster (Head of Adult Social Care), Marion Angas (Team Manager), Mary Blackett (Information Coordinator) and Elaine Walker (Principal Policy Officer),
1. Introduction and apologies.	<p>The Chairman welcomed everyone to the meeting.</p> <p>Apologies: Apologies were received from Mick Hutchins and Alan Fleming</p>
2. Minutes and Matters Arising.	<p>The minutes of the meeting of 17 July were agreed.</p> <p>For an update on previous actions, please see the attached sheet.</p>
3. The Way Forward	<p>Jan Rothwell made a proposal to the board of reducing the number of meetings each year as there are not always sufficient agenda items being put forward to fill a two hour meeting. In addition there are still issues with recruiting new members to the board.</p> <p>KH did not feel that four meetings a year was too much. JC added that it could be decided at each meeting whether or not the next meeting would be necessary. EW reminded the board that they would need to come to the board with ideas for topics of discussion in order to make this decision.</p> <p>Jan Rothwell acknowledged that the board did not want to reduce the number of meetings, but that individual meetings could be cancelled if insufficient topics were raised. Jan Rothwell added that it was essential that recruitment was successful for the meetings to be sustained.</p> <p>The board discussed methods for recruiting new members, JC suggested that Gary Poulson could be contacted to see if he had any contacts for people who might be interested.</p>

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	<p>Action 1: JC to contact Gary Poulson regarding recruitment to the board.</p> <p>Jan Rothwell noted that an event would be taking place on Carer's Rights Day on 28th November which might be a good place to recruit someone with a caring role.</p> <p>Action 2: EW to forward material to JR for this event.</p> <p>EW reminded the board that there were 12 places on the board, of which only 5 were currently taken. Officer time being used to attend and support the board needed to be justified, and this might be through increasing membership, or by reducing the time required for the meetings.</p>
<p>4. AOB</p>	<p>Access Panel:</p> <p>JC reported that two senior Planning Officers now attended the Access Panel, and that the north Newbury planning application was expected soon. The south Newbury planning application was on hold. JC also said that Sovereign Housing would be invited to talk with the Access Panel about how applications are viewed, for example what is expected when a 'lifetime home' is stated in the application, as these are frequently not reflected in the drawings.</p> <p>RH asked whether the Council were responding appropriately regarding the issue of lifetime homes. JC commented that the current policy had been written quite loosely and could be interpreted to include lifetime homes or not. JC would like to have a specific heading of lifetime homes setting out the 16 criteria that a lifetime home must meet. RH asked for these criteria to be circulated.</p> <p>Action 3: JC to forward the lifetime homes criteria. (see attached)</p> <p>JC was disappointed at hearing that there had been a low attendance for the recent Member Equalities Training and suggested that equalities training should be mandatory for Members. EW commented that this suggestion had been made to Members and discussions would be taking place to consider its merit.</p> <p>JC reported that there had been no telephone calls to the DES board number.</p> <p>JC informed the board that he was updating the Newbury section of the Access User Guide which was held on the WBDA website. RH suggested that Gary Poulson might be able to help with volunteers to update the other areas of the district.</p>

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<p>5. Agenda Items for Next Meeting</p>	<p>Healthwatch – how the Healthwatch champions can be of use to the board.</p> <p>Jan Rothwell reminded the board that only items relating to issues the Council has responsibility for should be brought to the meeting as agenda items. Local Healthwatch is an independent organisation with partial connections to the Council and these areas only could be added to the agenda.</p> <p>Action 4: All to email EW with ideas for next agenda.</p>
<p>6. Update on Care Bill</p>	<p>Tandra Forster, Marion Angas and Mary Blackett joined the meeting.</p> <p>Tandra Forster gave a presentation on the Social Care Act (2014) (see attached presentation), noting that whilst the consultation period had closed, final guidance had not been published, but this would be published shortly. For this reason, the presentation given provided an update on the expected impacts of the Act, but are subject to change once the guidance is released.</p> <p>JC asked whether any care provision could be expected if you were to refuse an assessment, as is within your rights. Tandra Forster replied that there would need to be consideration of safeguarding and the capacity in which the refusal was made. Help would not be forced on someone who did not want it. Marion Angas added that if people are unwilling to engage with the Council, they had to accept that it may not then be possible to provide a suitable service, or to access funding for the service. However it would still be appropriate to signpost the person toward appropriate local community opportunities.</p> <p>SH asked what provision would be made to communicate in appropriate formats. Tandra Forster responded that information had not been circulated widely to date as the effect of the Act was still unclear. However there would be a national and local campaign to communicate and this would be done with accessibility needs in mind. SH commented that the RNIB are working with National Health England and undertaking a survey to create a national standard for communication formats.</p> <p>Marion Angas introduced the work she was involved in which regarded providing advice and information about the Care Act. She and her colleagues are looking to establish local arrangements for:</p> <ul style="list-style-type: none"> - providing specific requested information to an individual; - providing reference information to external commissioned services (eg the CAB) in order that they are able to assist people who go to them directly;

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	<ul style="list-style-type: none"> - providing information to other organisations, such as health services, which can be passed on to appropriate people. <p>. The provision of information was required to include such things as how to access care and support, financial advice and how to raise concerns. It was also a requirement to ensure that information was made available through alternative media in addition to the internet and leaflets.</p> <p>Marion Angas explained that the plan was dynamic, changing to needs as they became known, with ongoing reviews and building in trigger points. There is also a plan to be proactive in understanding what information is needed and in what formats without requiring it to be requested. It would also be helpful to know where people might expect to find information. In order to develop this understanding, Marion requested that any comments that the board might have that might assist, should be forwarded to her directly, or to her colleague Paul Coe.</p> <p>Marion's contact email is: mangas@westberks.gov.uk</p> <p>Paul's contact email is: pcoe@westberks.gov.uk</p> <p>The board agreed that people often found information about services through word of mouth. The term Social Services still held a stigma, and people were not clear where else they might find information. Tandra Forster commented that high street shops might be able to signpost people to the right place, for example chemists. Marion added that there appeared to be a need for internal training as well as external training so that everyone is aware of where information can be found.</p> <p>Action 5: All to contact Marion Angas and / or Paul Coe with views as to how information can be made available, where and in what common formats.</p>
<p>Meeting dates for 2014/15</p>	<p>Thursday 22 January 2015, 10:30am – 1pm - Committee Room 2</p> <p>Proposed dates for 2015/16</p> <p>Thursday 26 March 2015, 10:30 – 1pm – Committee Room 1</p> <p>Thursday 16 July 2015, 10:30 – 1pm – Committee Room 1</p> <p>Thursday 15 October 2015, 10:30 – 1pm – Committee Room 1</p> <p>Thursday 28 January 2016, 10:30 – 1pm – Committee Room 1</p>