

## Transforming Care Partnership

### Meeting Notes and Actions

**Aims:**

- To deliver the Surrey Joint Transforming Care plan, to transform services for people of all ages with a learning disability and/or autism who display behaviour that challenges, including those with a mental health condition.

<b>Date &amp; Time:</b>	Thursday, 2 March 2017, 13.30 – 15.30
<b>Venue:</b>	Park House, Randalls Road, Leatherhead KT22 0AH
<b>Chair:</b>	Jo Poynter
<b>Present:</b>	Paul Wood, Vicky Williams, Joy Agno, Helen Cunningham, Sara Truman, Mary Hendrick, Annie Henley-Ashton, Andrew Price, Carolyn Scott, Steven Pragassen, Marianne Davis, Diane McCormack, Vicky Stobbart, Lesley Wilson, Trevor Colgrave

	Agenda Item	Decision/Action/Update	Who
1	Welcome, introductions, review of meeting notes		
2	Workstream Updates	<p>Workforce workstream.</p> <ul style="list-style-type: none"> <li>• HEKSS helped run the initial workforce workshop, with a follow up workshop scheduled for March</li> <li>• Proxies developed to help focus on client needs</li> <li>• Draft plan scheduled for June, to be discussed at July TCP meeting</li> </ul> <p>Funding workstream</p> <ul style="list-style-type: none"> <li>• Key activity has been the preparation of the finance plan</li> <li>• Martin Cunnington, (NHS SE Commissioning) has been supporting Annie, Steven and Kathryn</li> <li>• Identified activities to be flagged up in the plan, and suggested more narrative be included in the plan</li> <li>• Jo to circulate completed finance plans from other TCPs</li> <li>• Narrative explains why certain details are not yet completed, but will be updated following the 1 year on event</li> <li>• Noted that Capital bid Eol forms need to be submitted by 31 March, with approval process completed by June.</li> </ul>	Jo P

		<p>Estates workstream/Service Delivery workstream</p> <ul style="list-style-type: none"> <li>• Although key capital bids were not approved, two PIDS for smaller developments were approved, for Active Prospects to modify 2 existing properties into self contained flats.</li> <li>• One has been completed, the other will be completed by the end of March</li> <li>• Noted that there are opportunities next year to modify existing properties, and to acquire individual properties for sole occupancy. The needs of individuals have been developed, with providers already requesting details of individuals who require a service</li> <li>• Andrew to complete the new EOI forms</li> <li>• Andrew to identify other funding options, other than NHSE capital</li> </ul> <p>Prevention, Information, Advice and Advocacy workstream</p> <ul style="list-style-type: none"> <li>• Advocacy contract now awarded</li> <li>• Prevention services at the Deacon Unit</li> <li>• Learning Disability Partnership Board website currently being updated, for completion by the end of March</li> <li>• Diane McCormack to validate the refreshed TCP pages</li> </ul> <p>SEND 0-25 workstream</p> <ul style="list-style-type: none"> <li>• Four workshops held in February, to address the overall SEND experience and will be instrumental in developing the SEND strategy</li> <li>• Response to the OFSTED inspection has been drafted, and Carolyn to check whether the draft report can be circulated to the TCP ahead of publication</li> <li>• Noted that a reorganisation was currently underway within SEND</li> <li>• Surrey's Local Offer (online hub for people 0-25 with special education needs or a disability) – Carolyn can add items to the events page, please forward items to Carolyn. Website can be viewed here:  <a href="https://www.surreysendlo.co.uk/kb5/surrey/localoffer/home.page">https://www.surreysendlo.co.uk/kb5/surrey/localoffer/home.page</a></li> </ul> <p>CPBSN workstream</p> <ul style="list-style-type: none"> <li>• To be incorporated into the workforce workstream</li> </ul>	<p>Andrew P</p> <p>Andrew P</p> <p>Diane</p> <p>Carolyn</p> <p>All</p>
3.	KLOEs/Milestones update	<ul style="list-style-type: none"> <li>• Jo went through the current 'plan on a page' for the transforming care partnership and requested this be updated. Jo intends to use the updated plan at the 'One Year On' event at the end of March, and identified and agreed the data holders within the TCP.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Jo has prepared a revised template – Trevor will circulate to data holders for updating with current figures (or if not currently available, when data will be available) so Jo can prepare slides for the ‘One Year On’ event.</li> </ul>	Jo/Trevor
4.	Including people with a learning disability	<ul style="list-style-type: none"> <li>• Mary reported that the ‘People with Experience’ group was changing its’ focus. Sharing experiences was proving to be a stressful experience in itself for others in the group, so this will move to a preferred one-to-one format</li> <li>• Providers will consider an approach to feeding back a ‘PLD’ view via the lessons learnt element of their reviews.</li> </ul>	
5.	AOB	<ul style="list-style-type: none"> <li>• ‘One Year On’ event scheduled for 24 March – update: <ul style="list-style-type: none"> <li>○ Unable to use ‘Choices Café’ as they have ceased trading, currently looking for alternative community interest company to provide catering.</li> <li>○ Lockwood Dance group will perform at the event</li> <li>○ Outline agenda is an introduction from Jo/Vicky, setting the scene and summarising progress to date; workstream leads to deliver short update on their respective workstream; workstream leads to lead workshop for their workstream. Afternoon session to translate workshop outputs into revised plans</li> </ul> </li> </ul>	
	Next meeting	Thursday, May 4, 1.30 – 3.30, Park House, Randalls Road, Leatherhead KT22 0AH	