

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.

Date & Time:	Thursday, 4 May 2017, 13.30 – 15.30
Venue:	Park House, Randalls Road, Leatherhead KT22 0AH
Chair:	Vicky Stobbart (Executive Director Nursing, Quality and Safeguarding, NHS Guildford and Waverley CCG)
Present:	Andrew Price (ASC Senior Commissioning Mgr), Brian Mayers (ASC Area Director), Carolyn Scott (SEND Commissioning Manager), David Izatt (Family Voice Surrey), Diane McCormack (Deputy Director of Commissioning for Children and LD, NHS Guildford and Waverley CCG), Helen Couchman (Dimensions UK), Helen Cunningham (Senior Lead Healthcare Planner, Surrey Downs CCG), Jane Owens (Healthwatch Surrey), Joy Agno (Health Transition Manager, NHS Guildford and Waverley CCG), Julian Temblett-Wood (ASC Quality Manager), Liz Mills (Assistant Director Schools and Learning), Liz Uliasz (Deputy Director ASC), Mary Hendrick (ASC Partnership Manager), Sara Truman (Parent Carer/National Autistic Society), Tom Moore (PLD Project Manager ASC), Vicky Williams (Dimensions UK), Catherine Scott (NHS England Assurance Manager), Trevor Colgrave (ASC Project Officer)

	Agenda Item	Decision/Action/Update	Who
1	Welcome, introductions, review of meeting notes	<ul style="list-style-type: none"> • Introducing Liz Uliasz, Assistant Director Adult Social Care, new joint SRO replacing Jo Poynter. • Introducing Catherine Scott, Assurance Manager NHS England (South East), replacing Julia Cox 	
2	Follow up from the 'One Year On' event	<p>Feedback from TCP members who attended the event was as follows:</p> <ul style="list-style-type: none"> • Like to see more people with experience of services attend the event • Like to see more younger people attend • Get the date confirmed in the diary earlier (ref. clash with another MH event on 24 March) • Start to plan for the 2018 event earlier – September TCP meeting 	

		<ul style="list-style-type: none"> • More people from SCC Children’s, School and Families directorate to attend • Circulate outputs from the workshops and dotting exercise • Event provided a good opportunity to mix and discuss, the dotting exercise provided a chance to reflect. <p>Next steps:</p> <p>Workstream leads have taken the workshop outputs and are updating their relevant sections in the Surrey Transforming Care Plan for the refresh exercise. Following this, more detailed plans for each workstream will be produced, with milestones, timelines, allocated responsibilities. The TCP agreed that part of their role is to monitor progress against milestones, to challenge if progress is not sufficient, and to determine how to respond or escalate if appropriate.</p> <p>The monthly update sheets will continue to be used, the format likely to change slightly to reflect revised reporting requirements for NHS England.</p>	Trevor Colgrave
3.	Workstream Updates	<p>Please note – written updates from each of the workstream leads are now produced each month and circulated with the meeting agenda. The notes below reflect points discussed, additional information and actions agreed, (rather than repeat the written updates).</p> <p><u>Workforce workstream.</u></p> <ul style="list-style-type: none"> • Confirmed that elements of the CPBSN workstream will be incorporated into both the Workforce workstream, and the Quality workstream. • Liz Uliasz confirmed the ALT paper on integrated workforce can be shared with the Partnership when ready • Catherine Scott (NHSE) confirmed that new Care Treatment and Education Review training is now available – Catherine to circulate dates <p><u>Estates workstream</u></p> <ul style="list-style-type: none"> • Catherine Scott was able to confirm that, of the proposals submitted to NHSE in the expression of interest in March, the proposal to redevelop the Fordbridge site into self-contained flats had been successful 	Catherine Scott

- Andrew Price also confirmed that Department of Health Accommodation Fund was available to refurbish a property in New Haw

Prevention, Information, Advice, Advocacy workstream

- The Advocacy contract has been retendered, and the LD Partnership Board were updated earlier in the day.
- Surrey Health Action website to be reviewed and modernised
 - Review informed by feedback from practitioners, data on hits on website, and direct feedback via feedback sheet on the website
 - The updated site to be a future agenda item at the appropriate TCP meeting
- The 'Experts by Experience' group were consulted about the SABP website, which fed back into the design of services

Community Positive Behaviour Support Network workstream

- This workstream to be incorporated into both the Workforce workstream and the Quality workstream
- Tom also attends the parent-led Positive Behaviour Support network, which is planning a Positive Behaviour Support Festival in September:
 - Target audience are providers and carers/parent carers
 - Will include guest speakers, a positive behaviour academy, activities such as mindfulness, etc
 - Will include a market place, an opportunity to inform/promote the TCP
 - Access will be by ticket only, with a set number of places available
 - Advertised by a link from the Partnership Board website

Funding workstream

- Catherine Scott updated that NHS England are to discuss finance plans on 25 May

Service Delivery workstream

- All assessments for individuals identified have been completed by providers and details shared with

Mary
Hendrick

		<p>practitioners. However, capacity issues mean that there is not a plan in place for each of them</p> <ul style="list-style-type: none"> • Need to develop an update process, to provide an oversight of where we are with these individuals. Consider including in the data set tracker. • To provide assurance that the TCP has done all it can, it was agreed that future TCP meetings would discuss system challenges preventing plans being put in place for these individuals, to produce a joint agreement and determine what actions need to happen. <p><u>0-25 SEND</u></p> <ul style="list-style-type: none"> • Acknowledged that current monthly report format/headings does not easily translate to activities in the 0-25 SEND workstream. Carolyn to write update as free text in the 'executive update' section. • Identified a requirement to map across the overlap between SEND and the TCP cohort <p><u>Quality workstream</u></p> <ul style="list-style-type: none"> • Julian Temblett- Wood recently took responsibility for the Quality workstream. Any quality framework needs to be co-produced and Julian requested volunteers from the TCP to join a working group – several people volunteered, and final membership to be confirmed at the next update. 	<p>Carolyn Scott</p> <p>Liz Mills/Carolyn Scott</p> <p>Julian Temblett-Wood</p>
4.	AOB	<ul style="list-style-type: none"> • Catherine Scott updated from the South of England Regional Transforming Care Board, to confirm that the way of reporting progress by individual Transforming Care Partnerships is to change, likely to be against 7 criteria as opposed the current 4, but likely to be less frequent. Arun Bhoopal to provide details once finalised. • Vicky Stobbart to circulate details of the LeDeR Programme 	<p>Vicky Stobbart</p>
	Next meeting	<p>Thursday, 6 July 2017, 1.30 – 3.30, Park House, Randalls Road, Leatherhead KT22 0AH</p>	