

# Minutes

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## Oldham Carers Strategy Group

29<sup>th</sup> January 09

Meadowbank

10am – 12noon

<b>Present:</b>	Tom Wolstencroft	Service Director Community Well-being
	Joanne Brockway	Carers Strategic Support
	Michelle Ashton	Community Well-being
	Shirley Adams	CEO The Gaddum Centre
	Miranda Deblasio	Carers Centre Manager
	Jill Beaumont	CYPF
	David Richardson	Former Carer
	Jean McGealy	Carer Rep
	Pat Ackrill	Carer
	Debbie Rowarth	Minute Taker
<b>Apologies:</b>	Anita Rolfe	PCT
	Mark Noble	Head of Social Care, ASW Lead
	Brian Lord	Cllr Social Care and Well-being

### 1 Minutes and Matters Arising

#### Arrangements for Minutes

A discussion was held on the distribution of minutes. DR has spoken to Maureen Huston about the Freedom of Information Act. So far he has not had a response. MA We contacted Barbara Mulvihill who said we would have to get consent from all present to publish their name. Personal details should not be put in the public domain. DR Asked for the pages on minutes to be numbered. TW The minutes can be put in the public domain i.e. the library so that people can request to see them. DR Was given the contact details for Barbara Mulvihill to discuss it.

**ACTION: DR (Rep) to look into FOI regarding minutes.**

#### Caring with Confidence

JB. The last sentence should read PCT. Not Bury.

**ACTION: DR Amend the last minutes.**

### **Oldham Carers Strategy**

JB Raised concern about the last sentence of this item. DR and SA pointed out that it should continue to say, “done by February”.

**ACTION: DR. Last sentence to be amended to say by February.**

### **Finance**

JB In the second paragraph it should read PCT not local authority. In the third paragraph the amount of funding allocated should be £5,000 for the emergency fund and £10,000 for the Carers Centre a total of £15,000.

**Action: DR to amend the minutes.**

### **AOB**

TW Apologies given as Helen Allen has not been invited to this meeting. SA The central register for events calendar is still to be arranged. It has been suggested that the LinK are to do this and it needs to be decided how the information will be sent out.

**ACTION: SA to update info on the central calendar.**

### **Action Points**

The items on the Action Points were discussed.

### **Carers Centre**

SA Work with GP’s needs to be put on the agenda along with PCT plans.

**Action: GP’s surgeries to be put as an item on the next agenda.**

### **Standing Item**

DR Oldham Carers Federation should be kept as a standing item on the agenda.

### **AOB**

**Action: TW to invite Helen Allen to the next meeting.**

## **3 Agenda Item**

### **3.1 Carer Strategy**

JB The meeting for the Editorial Group was hard to set up, however, a date has now been set.

We don’t want to loose the recommendations that were published in the report as they form the basis of the strategy. This information needs to be shared with the Editorial Group and Carers should be involved in it on an on-going basis. MA Said it was a task and finish job

as the OSCG will own the strategy. JMc when will the sub-groups be set up? J Beau. When the directorate comes together it will make it easier to set the groups up. Jill agreed to chair Young Carers Strategy Group. JB asked for the consultation from the recent carers Federation event to be included in the strategy. DR There was a lot of issues and it was good to get all the points covered in the two hours allocated.

JB/SA raised the issue of out of date information for carers. SA said that the Advisory Group were looking at the whole issue of information and would report back to this group.

**Action: JB to include the information from the Federation event in the strategy.**

There was a discussion about a number of topical issues.

SA Angela Wood developed a patient charter for Pennine Acute regarding hospital discharge and the carers role. TW A & E are under tremendous pressure; Anita Rolfe is to work with the hospital. Anita will be the pathway to the hospital and will progress work around discharge and the carers role.

TW There has been criticism on the training of staff and there is room for improvement. We need to focus on Carers Assessments. Although staff have attended training courses there are issues that need to be addressed such as a shortage of social workers and workloads.

JB Vulnerable Adults. Carers should be picked up under Safeguarding issues. One Carer had problems and felt that they were a failure. CC has now picked up this issue of safeguarding for Carers. TW I will invite Sheila Bowater to the next meeting.

DR What mechanisms have we got in place to report back to the rest of the carers as there is now no formal part on the meeting? TW The group asked for the meetings to be kept informal so we need to look at alternative options for formal minute keeping and communications, Forum 4 Age is a useful model. MA The role of Carers Rep and the links needs to be established so that there are appropriate communication channels. SA A broad discussion is taking place on communication channels. LinK is looking into the sharing of information with a whole range of agencies.

**Action: TW To invite Sheila Bowater to next meeting to discuss safeguarding and the remainder of the issues to be highlighted in the strategy and to be taken forward with the development of the sub-groups.**

### **3.2 Update on GP's and Carer Centre**

There was a discussion around information at GP's surgeries it illustrated that it is limited and un-co-ordinated at the moment and some further work needs to be done to improve it. It was noted that single page referral forms are coming through and carers are attending patient participation groups. TW The Service Directors are attending a meeting next week along with NHS Oldham and he hopes that some progress will start.

### **3.3 Circulation of Minutes**

MA. A discussion on the circulation of minutes was held. TW Minutes of public groups can be published at the libraries and the carers centre. It was agreed to circulate a draft version of the minutes to all who attend the meeting 10 days after the meeting. Comments

could then be given back within 5 days after which they will be circulated. There will be no action points in future.

**Action: Minutes to be circulated and checked by the group 10 days after the meeting, the group to pass comments back within 5 days after which they will be circulated. There will be no action points in future.**

#### **4.0 Standing Items**

##### **4.2. Update from Regional Meeting**

MA The Hospitals Strategic The group is in the process of developing the strategy. The group were asked if they would be willing to run consultation events locally and it was agreed that one central event would be more appropriate. We have been asked if we would contribute funds to the event. TW said that we would not be willing to contribute, as no funds were forthcoming from them when our events were run.

Carers Group. A development worker is in place at NMGH. At the moment she is contacting people to understand the role. She has been given Miranda's name as a contact for referrals for services at Oldham.

SA Met with CC before Christmas to get more information about the proposed emergency respite care service and the role of the dedicated worker. Miranda would need to make comment on the post and then return it. TW Michelle will need to look at it.

**Action: MA to feed back to Hospitals Group that we would make a financial contribution to the consultation event. SA to let MA see the JD for the worker role.**

#### **5.0 AOB**

There was a discussion about the magazine and the frequency with which it is distributed.

JB At the Federation Meeting on 28<sup>th</sup> Jan 09 David R dealt with the 'Hot Topic' naming of the organisation. There was a unanimous decision on a choice of two names. These will be sent to the members to get a final decision on the name of the organisation. TW Speak to BL to sort out getting the name set up.

JB A parent carer asked what was the line of accountability and how do we get the feedback? TW This question has been given to JB to look at for the next meeting.

SA Asked for cross boundary protocols to be put on the next agenda.

**Action: DR to put cross boundary protocols on the next agenda. TW to liaise with BL to establish the new name for the Federation.**

#### **6.0 Date of Next Meeting**

Thursday 12<sup>th</sup> March 09 at 4pm – 6pm at the Link Centre.