

ISLE OF WIGHT, PORTSMOUTH AND SOUTH EAST HAMPSHIRE HEALTH AUTHORITY

Notes of the meeting for the district-wide NSF for Older People steering group held on Monday 9 July 2001 in the Large Conference Room, Finchdean House

Present:	Professor Jean Hooper (Chair)	Health Authority
	Ms Nicky Pendleton	Health Authority
	Mr. Simon Baughan	Health Authority
	Mr Richard Samuel	Health Authority
	Dr David Jarrett	Elderly Medicine PHCT
	Ms Rachael Boyns	Fareham & Gosport PCGs
	Ms Jenny Cocks	IOWHT
	Dr Hakim	IOWHT
	Ms Linda Hardwick	EMH/PHT
	Dr Helen Waters	Health Authority
	Ms Gillian Baker	IOWPCT
	Ms Debbie Tarrant	PCPCT
	Ms Paula Turvey	East Hants PCT
	Ms Mary Downes	Hampshire SS
	Mr Tony Horne	East Hants PCT
	Ms Lesley Humphrey	PHCT
	Ms Jan Elliott	PHT
	Ms Lou Bruce	PHT
	Ms Sarah Mitchell	Portsmouth City Council SS
	Mr Alistair Mcnaughton	PHCT

Apologies: Max Millett, Ged Kearney, Sue Bennett,

No	Discussion	Action
1.	<p>Welcome and Apologies for Absence</p> <p>Professor Hooper welcomed everyone to the meeting and asked everyone to introduce themselves.</p> <p>Professor Hooper then proposed a change in the agenda order, it was agreed to take item 3 after item 4.</p>	
2.	<p>Minutes of the previous meeting</p> <p>These were accepted following the addition Tony Horne's name to those present.</p>	
3.	<p>Matters Arising</p> <p>Terms of reference were adopted.</p> <p>Communications Plan, further amendment required to page 1 see Nicky Pendleton, then acceptable.</p> <p>Simon Baughan requested that all group members supply e-mail addresses to aid the distribution and communication process.</p>	<p>NP/SG</p> <p>All</p>

Jenny Cocks requested an amendment to the spelling of her name on the contact list and Professor Hooper asked for Jan Elliott and Lou Bruce to be included.

SB

Professor Hooper reported on a fruitful meeting between Sue Robson, Nicky Pendleton and Jan Elliott.

Professor Hooper requested an update on the JIP, Nicky Pendleton reported that the JIP had been submitted to the RO for assessment on 30 April, but as yet has heard nothing. Comments from the group had been received and changes incorporated in a revised addition available on request. The JIP must be updated by January and include plans from each of the LIT's, further guidance is expected. Professor Hooper thanked Nicky once again for her hard work.

NP

4. **Facilitated Session – Local Modernisation Review, relating to NSF for Older People – Richard Samuel**

Richard introduced himself and the modernisation agenda, he then explained about risk assessment and the targets for the Older Peoples NSF. The group agreed to go through the list and ask Richard back later.

5. **Report on progress of setting up local implementation teams (LIT)**

Nicky Pendleton asked each of the LIT's to report where they are and if they needed any help.

Isle of Wight – Have extended the membership of existing groups and are meeting bi monthly, they have started the Gap analysis, equipment, stroke services etc and have made good progress so far. Gillian Baker reported that this was an all island group incorporating IWPCT, IWHT, and Social Services. Nicky asked if they could revise the form of who does what and send in.

GB

Fareham and Gosport – Had their first meeting on 22 June, they have identified the individuals concerned, written terms of reference and have started to identify priorities. They will send in their list of nominees. Nicky reminded representatives that all policies need to be audited by their owner.

Portsmouth City – Have turned their Partnership Group into an NSF Group, meeting on the second Friday of each month. They have identified leads for each of the milestones and have appointed an individual to work jointly with the PCT and Social Services. They have already met with a representative from the voluntary sector to look at commissioning services and are building the NSF into a joint strategy.

East Hampshire – Plan to change their Partnership Group into an NSF Group, and will be meeting on 10 July to decide on membership and terms of reference.

Portsmouth Hospitals – Jan Elliott reported that they are awaiting a non-executive member to chair their meeting, there is also a shortage of managers on the ground, but are

conscious of the need to establish a team, there has been no meeting to date but they will progress. Professor Hooper extended her sympathy for the huge agenda facing the acute sector in this NSF. Jan said they are trying to tackle the problems outside the group, some of the issues will be dealt with through the reconfiguration, and there is a recognition for the need for investment. Linda Hardwick expressed a wish to be involved which Jan accepted. David Jarrett commented on the demolition of the South Block and that beds will have to be found for the patients.

JE

Sarah Mitchell suggested that the NSF steering group become a reference group for older peoples issues in the future, which was agreed.

6. Key Milestones

Stroke Service and Falls

Stroke - Nicky Pendleton reported that she has met with Dr Tandy and they have gone through the NSF requirements. A meeting is to be called on 20 August in an attempt to get all the key players together. Nicky requested that LIT's supply her with delegates for this group.

All

Dr Hakim said that he is part of a team working on stroke proposals on IoW alongside the NSF.

Jan Elliott asked who fits where in relation to the acute stroke service and the LIT, Nicky Pendleton said that there needs to be an interface between these and other LIT's.

Falls – NP said that this work is in the early stage, she is to meet with Sue Poulton next week, there are things going on in localities which will need to be part of the overall programme.

Single Assessment Process – The next meeting for this will be on the 24 July, Nicky Pendleton and Sarah Mitchell to attend. Names put forward for this sub group are attached, would LIT chairs please let Sarah or Nicky know if there are any corrections or additions to be made. Sarah reported that there is an opportunity to design a local tool and that she hopes to write to individuals and arrange a meeting by end of July or early August.

NP
All

SM

Alistair Macnaughton nominated Chris Pearce (CPN).

Prescribing Issues – Simon Baughan reported that Paul Jeram had now been in contact with Kate Hovendon to receive names for a joint group, he was still awaiting some GP nominations. Paul has been asked to draw up terms of reference to share with the steering group. A second meeting of Island pharmacists has taken place, but a joint mainland/island meeting was required.

PJ

Dr Hakim said that he was on a sub group on the Island working on changes in medication and the issues affecting individuals.

Equipment – Nicky Pendleton said that she had now attended two meetings of this group which had been set up by Portsmouth City and they would be inviting the IOW to attend in the future. The timetable for this group is tight and there is an issue around pooled budgets and the different rules on VAT for the organisations involved. A joint workshop is planned on 25 July.

Continence Service – This will be a sub group of the equipment group. **Post meeting note – contact has been made with the existing continence strategy group.**

Mental Health – Nicky Pendleton reported that this would get underway with a meeting to try and identify a chairman to progress the work.

7. **Performance Indicators**

Nicky Pendleton introduced the paper as a consultation document, which required a response by Friday. The RO have produced a database listing all the proposed indicators with yes or no responses required as whether these should be performance indicators or not. Nicky then went through the paper briefly and asked for comments. Mary Downs suggested that some of these overlapped the requirements placed on Social Services and it was suggested that Nicky P, Sarah Mitchell and Mary Downs went through these after the meeting. This was agreed and Nicky requested that any further views or comments should be sent to her no later than Thursday.

RC

All

8. **Local Modernisation Review, relating to NSF for Older People – Richard Samuel**

Professor Hooper asked for Richard Samuel to rejoin the meeting. Richard then went through the form and explained the context, there is no firm RO guidance, and they have given no local envelopes or targets. The group must determine local targets and this is open to interpretation. Sarah Mitchell put forward a view of local interpretation, supported with explanation, this was a view supported by the group and Richard. Mary Downs asked if the group were expected to give an assessment representing the whole health economy. Richard said that wherever possible these views should match up.

The group agreed that Nicky Pendleton should complete a draft with Richard by the end of the week and to send out to the group for comment within three days. A meeting would then be arranged for the 23 July 11am to 1pm as an open session for final comment. People to let Richard know by 20 July. **Post meeting – rescheduled to 20 July 2001.**

NP/RS

All

9. **Any Other Business**

Dr Hakim wondered if the Acute Hospital Standard should have been missing from the working group sheet, Nicky Pendleton confirmed that LIT's and Jan Elliott had reported on PHT, a specific loW acute feedback would be schedule for next

meeting.

NP/SB

Jenny Cocks had attended a Regional NSF meeting and would circulate the notes to the group.

JC/SB

8. **Date of future meetings**

October 8 2001 9.30 am to 11.30am
January 21 2002 9.30 am to 11.30am