



AGEWELL SANDWELL MINUTES OF MEETING

Minutes of Agewell Sandwell meeting held Wednesday 16 January 2008, Dorothy Parkes Centre, Church Road, Smethwick.

Present

John Allen MBE (chairing)	Ralph Perkins
Edna Barker	Sandra Tyrrell
Peter Gospel	Graham Haines
Eveline Pearson	Tony Mallam
Mavis Hughes	Joan Smith
Ivy Hodgkinson	Dot Gospel
Jinder Ubhi	

In attendance:

Jayne Salter-Scott (JSS) – PPI Manager
Lisa Jacob (LJ) – Community Development Worker
Geraldine Child (GC) – Community Development Worker
Maggie Turner (MT) – Older People's Champion
Jannet Allen (JA) – Minute Taker

1. Welcome, introduction and apologies

The Chair welcomed everyone to the meeting.

Apologies received from Victoria Adebeyi, Margaret Everson, Doris Strange, Bob Patel, Jean Jenks, Mike Babb, Alan Jones, Joan Read, Pam Jackson, John Cope, Tony Mallam, Tony Salter and John Nicklin.

2. To confirm the minutes from last meeting, Wednesday 21 November 2007.

2.1 Item 4.4 Change wording on paragraph 4, line 3 to read Other older people not peers.

2.2 Minutes were then approved.

3. Matters and actions arising from the last meeting

3.1 Page 2 Item 4 – A letter from Ian Bainbridge was circulated to attendees, which informed members that the closure of the 4 residential homes was approved by the cabinet. A member raised concern over progress of Extra Care Housing (ECH) and where the ECH is now. **ACTION** – GC to liaise with Adult Services to arrange a visit to an ECH scheme for Agewell Sandwell members. **ACTION** – JSS to keep communications open with Adult Services with an eye to invite Adult Services to a future meeting to report on progress.

3.1.1 A member also raised concern about resources to implement ideas. **ACTION** – JSS and the Chair to write to Iain Bainbridge.

3.1.2 A member asked for any information received by the Agewell Office to be circulated quickly. **ACTION** – Any information to be circulated to members as soon as possible.

3.2 Item 5, Page 3 – JSS reported that LINKs are at the moment going through a tendering process, when the host organisation is known Agewell should at this point register their interest. The LINKs will be a local involvement network, however it is not known at the moment what it will look like once this is known then we need to decide.

3.3 Item 6 Page 3- A member voiced concern that if the TOR changes are not formally accepted until the AGM then timescales will not be met. **ACTION** – Attendees agreed that the changes could be accepted to allow the timescales for the AGM.

4. Agewell Staffing Update.

4.1 JSS met with the Chair and Vice-Chairs last week. Pauline Everitt (PE) is unfortunately on sick leave at present. JSS has received a sick note which will cover PE until the end of January when PE will need to visit her doctor again. With the last note JSS also received a letter from PE requesting a career break in line with PCT policy lasting the maximum of 3 years. JSS has approved PE's request and has met with Human Resources (HR) to process. There are a number of options available to Agewell to recruit to the vacant position;

- a) Use a career development opportunity – secondment within the team.
- b) Wider secondment opportunity across the PCT.
- c) Externally advertise the vacancy (which will take much longer).

JSS has agreed with HR to look at option a) first. Current management support for Agewell will be JSS however; she also has responsibility for PALS, Expert Patient and PPI. JSS said that the competence and commitment from the Agewell team cannot be emphasised enough. The priorities for the team over the next 3 months are 3 conferences and the Agewell AGM. A member asked if there will be an enhanced payment for whoever takes over the role as Manager. When PE returns from her career break, the conditions state that she may or may not return to the exact role but be offered another equal level post, if there are no posts available at the time she may be offered redundancy.

4.2 Another issue for staff is accommodation. JSS has logged a request with NHS Estates Department; however their priority at the moment is 2010. JSS is hoping that JA will take a lead on this; our budget for accommodation is £14000 per annum which includes rent, rates etc.

4.3 JSS thanked members for their commitment, enthusiasm and patience at this time.

4.4 JSS informed attendees that when Pauline was in post she agreed to an extended Annual Leave for one of the Community Development Workers – Stuart Munger (SM). SM is immigrating to Canada and as part of the process he has to live in the country for 6 weeks to attain his residency permit. JSS has met with SM and his Midlife Planning job share colleague Monica David and will also be meeting with SM, LJ and GC to plan ahead.

4.5 A member raised concern about the OPCs, originally there was funding for 6 posts, however only 3 posts have been filled. JSS informed members that the funding is not there. The issue in recruiting was the new Age Discrimination Legislation, as the philosophy for the posts would have changed as we would have younger people in post and would lose the ethos. The 3 OPCs who are in post are of particular ages who have the life experience.

4.5.1 The OPCs work 21 hours over 3 days, it was decided that to best utilise this time that the OPCs would concentrate on promoting the Healthy Passport Scheme in key areas. Karen Owen (KO) will be working in the Rowley Regis and Tipton, key areas Cradley, old Hill and Great Bridge. Edna Barker (EB) will be working in Smethwick and Oldbury key areas Soho Victoria and Langley. Maggie Turner (MT) will be working in the Wednesbury and West Bromwich key areas will be Hateley Heath and Friar Park. The areas were decided after research into Chronic Heart

Disease (CHD) deaths and the number of older people in each area.

4.5.2 Concern was raised by a member that as there are only 3 OPCs will there be paid volunteer positions? JSS replied that post April the priority would be the development of Agewell, this includes developing Agewell Sandwell as a Strategic Group, increasing the capacity of the forums – not just numbers attending, but topics and agendas. Alongside this would be opportunities for mentoring and leading on areas. **ACTION** – meeting to be held with the Volunteer Bureau to discuss ideas and opportunities with them. Please note that on page 6 of the staff report (yellow paper) there are new telephone numbers for the OPCs, email addresses will be circulated once OPCs are up and running.

5. Patient Advice and Liaison Service (PALS) – Jane Hosell.

5.1 Jane informed attendees that PALS is a friendly, confidential service, which is now based at the Lyng Medical Centre in West Bromwich. Patients or members of their families can contact PALS by email, post or by ringing a freephone number. PALS first listen to concerns, comments or praise, then agree what action if any to take with the patient, then initiate the action, PALS will then aim to come back to the patient with a response within 2 days. PALS will then evaluate. Each concern, comment or praise is documented and patients can contact PALS to find out what is happening in their area. PALS can also give information to patients to help them to choose where to have treatment as part of the new Choose and Book initiative, they are able to give facts and figures ie how many operations were performed, infection levels etc, however they are at present finding out just how much information they are able to make public. New publicity for PALS includes new leaflets with a new freephone number 0800 030 4654 a freepost address and advertisements will on buses in Sandwell, Jane asked members to help 'spread the word'.

6. Agewell Town Forum Reports.

Agewell Town Forum Reports are reports compiled by the Community Development Workers to inform all members what has been happening at each of the 6 town forums.

6.1 A member felt that the last West Bromwich forum meeting was very good.

6.2 Concern was raised that the town forums should be reporting into Agewell Sandwell and that Agewell Sandwell should be

reporting back to the town forums, at the moment this is not happening.

7. Agewell Sandwell Members Reports.

Agewell Sandwell members' reports are reports from individual members who have attended meeting(s) as a representative of Agewell to report back to Agewell Sandwell.

No members' reports were received.

8. Agewell Staff Reports.

Agewell Staff reports are compiled by each member of staff to inform Agewell Sandwell what they have been working on over the last two months.

8.1 Members requested that OPCs reports should be made by each OPC not a joint report.

9. AOB

9.1 A member asked is we could discuss at the next meeting whether to continue to move around the 6 towns for Agewell Sandwell meetings or stay in 1 place so that member know each month where the meetings are.

THE NEXT MEETING WILL BE HELD ON WEDNESDAY 21ST MAY 2008 AT GREETS GREEN ACCESS CENTRE, TILDASLEY STREET. PLEASE DO YOUR BEST TO ATTEND IF YOU REQUIRE TRANSPORT PLEASE LET THE AGEWELL OFFICE KNOW BY NO LATER THAN MONDAY 19TH MAY 2008.