

**NOTES OF PRIVATE MEETING**

Held on Wednesday 20<sup>th</sup> September 2006 from 11.00 am to 1.00 pm

At St Lukes Church Hall – (Room 1 Downstairs); Wellsway, Bath. BA2 2BD

**ATTENDEES**

**PPI Forum Members:**

<b>Helen Thompson</b>	<b>Vice-Chair of AWP PPI Forum</b>
Keith Williams	Member of AWP PPI Forum
Carol Parratt	Member of AWP PPI Forum
Janet Jarmin	Member of West Wiltshire PPI Forum
Bert Hunt	Member of South Gloucester PPI Forum
John Taylor	Member of Salisbury Healthcare Forum
Jetta Found	Member of the RUH PPI Forum
Stuart Ritchie	Vice-chair of Member of Kennet & North Wilts PPI Forum

**HAP (Forum Support Organisation):**

Deb Hawken	Forum Advisor
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**APOLOGIES**

Members of	Weston Hospital PPI Forum
Sylvia Corry	Chair of AWP Mental Health PPI Forum
Mike Griffiths	Kennet and North Wilts PPI Forum

**Abbreviations:**

PCT Primary Care Trust  
 CPN Community Psychiatric Nurse  
 BHSP Bristol Health Services Plan  
 PPIF Patient and Public Involvement Forum

**1. WELCOME AND INTRODUCTION FROM THE CHAIR PERSON**

Helen Thompson chaired the meeting, and welcomed everyone, particularly Bert Hunt from South Gloucester. The Rev'd Littler did not attend the meeting.

**2. APOLOGIES FOR ABSENCE – noted above.**

**2.1** Cathy Overall and Neil Ashmore have been disqualified due to problems with their CRB Checks. Cathy Overall followed the CRB procedure correctly and the problem was not of her making, she resigned due to these problems but the Commission registered her as disqualified in the meantime.

**2.2** David Greenwood of Weston Hospital PPIF has resigned as a member of the joint committee for personal reasons. He thanks the members of AWP for the time spent working with them. The Forum records thanks to David for his hard work and enthusiasm. Deb Hawken said that he had been a great support to her. The Forum also wishes to thank Weston Hospital PPI Forum for their enthusiastic support in appointing a new member straight away.

**3. DECLARATIONS OF INTEREST**

Keith Williams, Rethink and South West Regional Reference Group.

#### 4. DISCUSSION ABOUT THE FUTURE

There was a brief discussion about the future of PPI Fora and the amalgamation into PCT Fora.

Members are not getting information on the new SHA and its plans – including meetings.

<b>Action</b>	<b>4</b>	HAP to disseminate information to members about SHA meetings – if HAP receives such information!
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#### 5. MINUTES OF PRIVATE MEETING HELD WEDNESDAY 12<sup>TH</sup> JULY 2006

The minutes were agreed as an accurate record subject to:

- 5.1 (4.8)** Janet Jarmin clarified that there is no new money to go into the Wiltshire recovery; any extra funds would be obtained through savings.

Janet Jarmin does not work for the Alzheimer's Society she is a Trustee.

#### 6. MATTERS ARISING FROM PRIVATE MEETING

- 6.1 (4.1)** Helen Thompson and Deb Hawken spoke about the Wiltshire OSC and Helen Thompson attends when possible, however, as the only member of AWP in Wiltshire it is difficult for her to cover everything. The Wiltshire OSC has stopped sending papers to Helen. Members agreed that OSCs differ widely in their reaction to Forums. Bert Hunt said that his Forum meet with local MPs regularly.

There is no further news on the Amblescroft issue at the moment. The AWP Mental Health Partnership NHS Trust would have briefed members today as usual had the public meeting not been cancelled.

Deb Hawken found out who Julie Sharma was – and has forgotten! She will do so again.

<b>Action</b>	<b>6.1</b>	Deb Hawken to ask Wiltshire County Council to send agendas to Helen Thompson.
	<b>6.1</b>	Deb Hawken to find out who Julie Sharma is and pass on the information.

#### 7. MINUTES OF THE PUBLIC MEETING HELD WEDNESDAY 12<sup>TH</sup> JULY 2006

The minutes were agreed as an accurate record.

#### 8. MATTERS ARISING

- 8.1 (7.1)** Cathy Overall has been disqualified so the Fountain Way visit is on hold.)
- 8.2 (8)** Laura McMurtrie is looking at the budget to find the funds for a PALS Officer.
- 8.3 (8.3)** The Rosewood Unit will be used as an overnight respite for carers. Clients in the Unit are being moved to Fountain Way in Salisbury due to staffing problems at Rosewood.
- 8.4 (8.4)** There are conflicting reports about the Robert Smith Unit in Clifton, Bristol. One body is saying that things are being allowed to quieten down; others say that the Trust is looking for alternative premises. The Forum will continue to monitor.
- 8.5 (8.5)** Callington Road dementia ward is not yet opened. There are discussions with South Gloucester about funding. There is a £4 million overspend at AWP from last year that must be clawed back by the end of next year.
- 8.6 (8.7)** The Trust have changed their governance structure. There are now 5 directorships and Malcolm Sinclair is Director of Operations across the AWP area.

- 8.7 (11) Moya Pinson has started up a carers' group for families of people with drug problems in Swindon.

<b>Action</b>	<b>8.6</b>	<b>Deb Hawken to find out the new Trust structure and disseminate it to Forum Members.</b>
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## 9. WORK PROGRAMME

### 9.1 Joint Working

Forum members discussed how to continue working as AWP only has 5 members and the joint committee situation needs formalising.

Deb Hawken spoke about the positive aspects of working with this Forum including the fact that members of the former joint committees continue to turn up and show great enthusiasm for mental health. However, the Commission is pushing harder now for evidence of work and as an Adviser Deb is concerned to encourage the Forum to have an achievable work programme with demonstrable outcomes.

There is also the need to work out how joint committee members continue to work with the Mental Health Forum.

Members are happy to continue with an informal working relationship.

### 9.2 Frequency of meetings

Forum members discussed how frequently they should meet. Further meetings to be determined once the project is set up. There will be no 'general' AWP meetings during the life of this project.

### 9.3 Forum work programme. To discuss the work plan in light of decision made in 7.1.

- **Carers' Project:** Forum members would like to undertake a survey on carer assessments. Deb Hawken said that there would be a need to utilise the expertise of HAP staff to ensure that the survey results were measurable. She also suggested that the first step is to research previous surveys rather than repeat previous work. Surveys could be put out to carers' networks, GPs surgeries, etc.
- **Learning Difficulties:** The County Council are shutting facilities in Chippenham, Trowbridge, Marlborough and South Wiltshire. This represents a loss of 450 places. Respite has also been cut. Advocacy projects have also been cut. There is a great deal of empty, valuable real estate now. Kennet and North Wilts PPIF are sending a letter to the OSC and the Oxford Learning Disabilities Trust asking about the changeover period, who will take over services and will clients receive the right care. Stuart Ritchie will continue to monitor the mental health aspect and look at where the mental health Trust. There are the same concerns in South Gloucester; North Bristol Trust will no longer provide respite care.

<b>Agreed</b>	<b>9.1</b>	To survey carers assessments across the AWP area and to invite Somerset Partnership Forum to work on the project in Somerset.
	<b>9.3</b>	To bring the November meeting forward to October and hold a planning meeting about carers' issues.
	<b>9.3</b>	All members to concentrate on their own area for the carers assessments.
	<b>9.3</b>	Learning difficulties – Stuart Ritchie to continue to monitor and identify mental health issues. If identifiable issues arise the mental health forum will take them up.
	<b>9.3</b>	The October meeting should be held in the Bristol area in a place accessible to public transport.

<b>Action</b>	<b>9.1</b>	Deb Hawken to investigate undertaking a survey on carer assessments with staff at HAP.
		Deb Hawken to speak to Eileen Tipper and invite Somerset Partnership to work on this project.
		Deb Hawken to send copies of the carers' assessment form to all members.
		Deb Hawken and Forum Members to research whether carers' have been polled previously and provide that research to the Forum and bring that information to the planning meeting.
		Forum members to make contact with user groups in their area and ask whether any work has already been done on carer assessments to identify what is already out there.
		Deb Hawken to rewrite the work programme.

## 10. WESTERN AREA HEALTH TRUST REPORT (DG)

Due to David Greenwood's resignation the report was accepted. There are concerns and members will speak to the new member from Weston Hospital PPI Forum at the next meeting.

## 11. HAP ADVISOR'S UPDATE

### 11.1 Lobbying Parliament

Helen Thompson's name has been put into the hat to attend the meeting.

### 11.2 Food at Meetings

There are to be further budget cuts at HAP. This Forum has had lunch provided for longer than all other Forums but HAP can no longer afford to provide for food. As of the next meeting could Forum members please bring their own lunch and claim for it on expenses. Members agreed to arrange their own lunch.

### 11.3 Transport Meeting (RNHRD)

Very successful meeting. Sylvia Corry attended. AWP will not be able to support the transport project at this time.

<b>Agreed</b>	<b>11.1</b>	That Helen Thompson will attend the lobbying meeting on behalf of AWP PPIF.
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## 12. MEMBERS CONCERNS AND URGENT MATTERS

### 12.1 South Gloucester PPIF Meeting

The South Gloucester PPIF is holding a private meeting to which they have invited the Trust. Malcolm Sinclair will attend to speak. Sylvia Corry will attend on behalf of this Forum.

## 13. TO CONFIRM DATE, TIME AND VENUE OF NEXT MEETING

To cancel the November meeting and arrange a meeting in Bristol on Tuesday 17<sup>th</sup> October.