| Meet-ing date  | Theme or Topic (incl rationale) | Actions identified | Update |
| --- | --- | --- | --- |
| 26th Nov 2013 | Transport workshop –Getting About in Brighton & Hove | * Better partnership approach between BH buses and Brighton Area Buswatch.
* Awareness training for transport providers (buses and taxis) about older people’s concerns and issues.
* Consideration of bus stops/shelters, taxi drop offs and waiting areas for the less mobile.
* Promotion of active travel amongst older peoples groups ie cycling schemes.
* Consider street clutter as a barrier to an age friendly city esp in Business Improvement District
* Living Streets campaign
* Pavements
* Personalised travel planning
* Pedestrian crossings

Communications plan to: • Proactively say what is good in the city• Publicise through networks• Involve OP organisationsIssues to include: car clubs; different types of crossings; getting the best from your bus; promotion of active travel; cycling. | * older people’s voice included in the Transport Plan 4 (LTP4)
* older person’s representative on the Transport Partnership
* Street clutter – Highway Enforcement Manager contacted, Business Forum to ask their City Ambassadors to check and report breaches. Complaints need to be as specific as possible. If residents suspect a breach of the licence, they can get in touch with highwaysobstructions@brighton-hove.gov.uk If possible take a photo and send with the complaint
* Pavements: Things that constitute a genuine hazard should be fed back to the Highway Maintenance Team, via City Clean – 01273 292929. Pavements must be significantly raised – more than 20mm (cf govt guidance), not just cracked or uneven). Take photos.
* Personalised travel planning rolled out through JourneyOn
* Pedestrian crossings - the new Puffin pedestrian crossings detect pedestrians on the crossing point and only give the green light for vehicles once pedestrians have been detected on the other side of the pedestrian crossing. As a general rule the council installs Puffin crossings at all new crossing points.
* Communications plan developed
	+ article in The Pensioner magazine with both the March and July issues focussing on transport
	+ developed AFC pages on the council website
	+ photo project developed as part of Older People’s Day celebrations
 |
| 7th February 2014 | Staying Active as we age Evidence that being physically active:* Improves mood and improve self-esteem
* Helps manage stress
* Can improve sleep patterns
* Can be sociable and lead to involvement in groups /community
* Helps maintain in-dependence in later life
* Hugely enjoyable if you choose something you like doing!

Plus:* Transport Workshop update
* SiCK festival
* Silver Stories
 | Staying Active as we age:* ‘Active Forever’ team to - link in with Citywide Connect
* AF to link in with Seniors Housing team
* Active Forever Event – JS to look at transport to the event and link into what already exists in the City, eg Shop Mobility through The Fed. Bicycle training was proposed and JS will look into this for the future.

SICK Festival – for information and to ensure wide publicitySilver Stories – for information. Disseminate to older people’s organisations to encourage involvement and to link in with Older People’s Day activities | * Active Forever represented at the locality hub events
* Links made between AF team and Seniors Housing
* Bicycle training held as part of Older People’s Day activities
* SICK festival widely publicised and included in newsletter Grey matters. Range of activities focused on age and ageing, including debate about ageing held at University of Sussex
* Silver Stories: Workshops run with participants from a number of older people’s organisations with 8 to 12 people involved in each. Silver Stories linked into Older People’s Day
* Application for Urbact funding successful. Programme of work established across Europe and networks in UK
 |
| 9th April 2014  | Agenda items;* Urbact Project
* Dementia
* Flu
* Big Lottery Bid Update
* Feedback from UK AFC network
 | Check Silverline has all key local information included. Initial discussions around opportunities with ‘Better Care’.Urbact:* Mapping

Identify relevant information and how to to link it all together. Walking GroupImpact Initiatives to identify potential for a new walking group to go from St Johns along the sea front.Move Your MindsThis has a great intergenerational aspect to it, with both age groups benefitting greatly from their interactions. LW to explore with CUPP the idea of students working with older people to get students involved in community life in Brighton & Hove.Urban GardensExplore potential for sheltered housing schemes that have land that could be used as well as possibly some of the local care homes. The Food Partnership does already run similar schemes so we could possibly link in with them. BH and AA to look at how this could possibly be taken forward. | Silverline updated with links to local services.**Mapping:**PH Intelligence team produced older people locality health maps – on the bhconnected website, updated regularly as linked to data sourceshttp://www.bhconnected.org.uk/content/reports See the @older People’s profiles East, West and Central.Walking group set upUrban GardensVarious gardening schemes now developed with Seniors Housing. |
| 4th June 2014 | * Alcohol and Ageing
* Communication and Engagement
* Transport Plan
 | Alcohol and Ageing* Distribute leaflets and links to relevant websites
* Encourage the Alcohol Programme Board to consider setting up a subgroup on older people and alcohol
* Develop links with the East Sussex Fire and Rescue Service
* Improve promotion of alcohol and older people training courses

Communication and Engagement* Identified need for clarity on what needs to be done, how to do it, how to ensure all geographical areas are covered, timelines, getting the message out and what are the messages we want people to know.
* Identified potential of new locality hubs as a mechanism

Transport Plan update | Set up bespoke training event – see below**Transport Plan**The new plan has drawn from the Transport and Older People workshop along with the WHO domain. Older people are being consulted with via a series of workshops and focus groups |
| 6th Aug 2014 | Agenda items * Community Insight tool on BHConnected website.
* Housing Strategy – integration of views of older people
* Arts & Older people event – for information
* Older Peoples Day – for information
 | **Community Insight Tool*** The new Community Insight Tool was demonstrated and explained and feedback on the site requested.
* KG asked the group to feed in what they would like to see included in the maps.
* Those wanting demonstrations should make contact direct.
* Links to the site to be disseminated

**Housing Strategy**Given an update on the current housing situation in the City and the development of the new Housing Strategy 2015/8. Consultation is now live on the Council’s website. The new Housing Strategy will include the needs of older people and reflect the indicators in the WHO Housing domain Links to be circulated with the minutes.* Agreed to send an email to Housing on behalf of the AFC. JS to write draft and send it to the group for comment before AA sends it on.
 | **Community Insight Tool*** Various S/G members fed in their comments (Sheltered Housing schemes, Children’s Centres, Day Centres, Care Homes, over 65 age bands);
* Presentations made to a range of Community Groups including The Citywide Connect Board – this link is ongoing
* Links to the local intelligence page on the Brighton & Hove Connected site were circulated:

**Housing Strategy*** WHO Housing domain indicators fed into the Housing Strategy review
* Older people were consulted both directly and through networks
* The new strategy promotes a keeping people well ideology with prevention and early intervention at its core.
 |
| 12 Aug 2015 | Arts & Older People Enquiry Visit | * 13 visitors attended from Newcastle, London, Manchester, Cheshire, Liverpool, East Sussex and DWP.
* Explored case studies of partnership approaches to developing the cultural offer for older people.
 | Further Joint working and partnership approaches to developing the cultural offer for older people – eg seniors housing. |
| 26th Sept2014 | Alcohol and ageing workshop  | * Wider awareness of the changes in tolerance as we age.
* Consider how to involve older people in promoting messages about alcohol as part of alcohol awareness week Nov.
* Updated Alcohol services leaflets shared to Care Homes/Home Care and other ASC services.
 | 2 x Alcohol and Ageing courses p/a. and bespoke training offered. Campaign info widely shared with providers who displayed the materials.  |
| 20th Oct 2014 | Updates:* Urbact visit to Edinburgh.
* Dementia
* Arts and Older People Enquiry Visit 12/08/14
* Older People’s Day
* Citywide Connect
 | * The learning feedback from the Urbact visit to Edinburgh led the group to reflect on our high levels of falls in the city. It was agreed that this needed focus of a rapid needs assessment.
 | Prevention of Falls in older people needs assessment and action plan completed. Arts & Heritage network established with a focus on Arts and Older People |
| 8th Dec 2014 | Presentation on Warm Homes, Healthy People programmeDiscussion on Food and older people | **Warm Homes Healthy People Programme*** Warm Homes Healthy People Programme (WHPP) linked in with older persons orgs .
* Potential Citywide Connect workshop to explore and clarify referrals between organisations.

**Food and Older People*** Interest in food and ageing – scoping paper to be commissioned.
 | WHHP – linked into services to identify clients. Workshops held x3. Referral guidance agreed and published. Food scoping report commissioned from Food Partnership.  |
| 4th March 2015 | Presentation on Urbact programmeDiscussion* Annual review
* Locality working
* Engaging OP
 | * Develop locality maps with key data about older people mapped for east, west and north-central.
* Develop a two page review of AFC progress
* Establish Public Health Older People Programme to co-ordinate all of the Public Health and Community work around Older People under an umbrella programme.
* Work with Citywide Connect to set up programme of issues or discussions at Hub meetings
 | Maps completed and widely used/shared. AFC Review completed and widely distributed. Public Health Older People Programme (PHOPP) established.Locality Hub meetings ongoing and have included falls, isolation and mental wellbeing.  |
| 2nd Sept 2015 | Keeping active as we age. Issue identified by Steering Group members | * Promotion of fitness MOTs in older people’s services.
* Wider promotion of key messages around keeping active
 | * Fitness MOTs held in various community settings. Good uptake. Taster sessions now offered widely in community settings working with older people.
* Regular training course is now available through BHCC for all working/volunteering in B&H. It includes guidance for working with older people.
* Seniors Housing linked with Cycling Without Age which aims to help the elderly get back on their bicycles, especially those with limited mobility using adapted rickshaws <http://cyclingwithoutage.org/about/>
 |
| 3rd Dec 2015 | Social participation, Respect & Social inclusion, Communication & informationWHO AFC checklist | * Promotion of the ‘fog’ index for checking ‘readability’ of materials.

http://gunning-fog-index.com/ Or <http://www.readabilityformulas.com/gunning-fog-readability-formula.php>* All to send to AA information of what they are achieving against the WHO checklist for the 3 themed areas i.e. Communication & Information; Social Participation; Respect and Social Inclusion.
* Inclusion of chapter on older people and use of social media in the Annual Public Health Report 2015/6.
 | Shared across all services.Review sent through by LifelinesChapter on older people in PHAR – with case studies from local organisations.<http://www.brighton-hove.gov.uk/sites/brighton-hove.gov.uk/files/DofPH%20AR%202016%20Later%20Life%20FINAL.pdf>  |
| 3rd March 2016 | Sex & Relationships as we age Issue identified by Steering Group members | * Frontline staff need to be more aware of how they can address issues around relationship and sex with older people
* Remember the importance of an emotionally and physically satisfying relationship in work with older people.
* Recognise the association between chronic disease and sexual health and that sexual health needs considering during support for chronic diseases.
* Create environment where people can be open about their sexual orientation and status.
* Need positive & realistic role models for sexual activity in later life, to promote positive sexual health messages & support their sexual relationships.
* (Safety) guidance around using internet dating sites.
* Ensure any health promotion materials we produce are inclusive to older people and are relatable to them. Sexual health promotional materials distributed to residential and care homes once they have been updated.
* The Health Promotion Resources services to stock suitable materials for services to order.
* Age UK to have guidance on their website.
* Explore what training is offered to staff in care homes and to residents also.
* Clarify how ASC are considering older people and relationships in their planning, training and monitoring of Care Homes/Home Care contracts.
* Raise online dating issue to the Digital Brighton & Hove Project and talk to Judith Field about
 | * Working with ASC commissioners to explore how older people and relationships are taken account of in their planning, training and monitoring of Care Homes/Home Care contracts – ongoing. The Royal College of Nursing also have a booklet aimed at older people in care homes for the nursing staff: <https://www2.rcn.org.uk/__data/assets/pdf_file/0011/399323/004136.pdf>
* Research into online dating for older people and ask sites for specific advice around online dating – ongoing
* Links made with Digital Brighton & Hove Project
* Presentations disseminated widely to older people’s organisations
* The Health Promotion Resources services to stock suitable materials for services to order, this is a very useful publication: <http://www.fpa.org.uk/sites/default/files/people-over-50-relationships-and-sexual-health.pdf>
* Age UK has guidance on their website
* Loo door sexual health stickers distributed to Seniors Housing and other older peoples venues.
* Scoping additional webpage for mainstream info on sex and sexual health for older people, (SHAC - <http://brightonsexualhealth.com/> timescale TBC.
* The webpage will contain fact list/hints and tips specific to older people and redirected to docs like:
* NHS choices on good sex and ageing plus links to more health related aspects <http://www.nhs.uk/Livewell/Goodsex/Pages/Oldersex.aspx>
* Link to FPA <http://www.fpa.org.uk/sites/default/files/people-over-50-relationships-and-sexual-health.pdf>
* an fpa campaign from 2010 on increase in STIs in over 50s <http://www.fpa.org.uk/sexual-health-week/middle-age-spread-stis-over-50s>
* As part of Brighton Festival ‘Tammy Whynot’ <http://www.z-arts.org/events/what-tammy-needs-to-know-about-getting-old-and-having-sex/> attend an Older and Out session at Somerset Day Centre, challenges stereotypes around sex and ageing.
 |
| 9th June 2016 | Mental health and wellbeing as we age Issue identified by Steering Group members  | * Ensure treatment services are age-friendly and accessible – inform the recommission of MH treatment services due soon.
* Work together to identify isolated older people to link them into relevant services.
* Data sharing: explore how existing info could be used (and shared?) to identify isolated people eg Sollis, pension credit recipients
* Explore with Tower House managers the potential for names of users to be shared with the locality hub providers to help them access their services.
* Older peoples orgs to review staff/vols awareness and training on this issue
* Consider how the activities etc offer people impact on their mental wellbeing.
* Take part in Campaigns – Mental Health Awareness week, World Mental Health Day
* Challenge negative comments
* Know and publicise relevant local services.
 | **Recommissioning mental health services:**Feedback given to the CCG mental health commissioners to inform the new commission**Identification of isolated people**Various community based orgs have been working together door knocking to identify isolated older people and engage them in local initiatives: TDC, HKP, Time to Talk, Lifelines. Citywide connect is helping ensure streamlined referral processes and linking organisations with a focus on reducing social isolation. September 2016 round of Locality Hubs focussed on this issue.**Data sharing:**The Warmth For Wellbeing programme has:* worked with police to utilise Police & Crime Commissioner electronic database, E-CINS. This forms a single point of referral, allowing 15 partner organisations to each form an ‘access point’ to a single service (no data is shared in either direction between the police and WFW)
* collaborated with the CCG, Here (BICS) and local GP practices to utilise risk stratification tool, Sollis. Lists of patients with specified characteristics have been generated from GP databases and offered the Warmth For Wellbeing service as part of their care.

Tower House:Clients have been signposted to the locality hub activitiesWorld Mental Health Day:* 5 ways to wellbeing leaflets passed on for dissemination at locality hub events
* MIND organised events to celebrate world Mental Health day involving wide range of local voluntary orgs including those for older people

Tackle stigmaThe Clinical Reference Group for mental health has discussed the age friendliness of their services with a view to ensuring parity of access by older peopleInnovation projects:Older people were a focus of the recent round of innovation grants - several projects are specifically addressing loneliness amongst older peoplePhysical activity and mental health:Age UK is exploring the potential for funding additional Active Forever Moves groups |
| 8th Sept 2016  | Employment as we ageWHO AFC checklist  | City Employment and Skills Plan (CESP) - consultation. There have been 2 roundtable consultation events already. All to review and send in their commentsSupporting people with Long Term Conditions:Mandy from Possability People explained their programmes with DWP supporting people with long term conditions to overcome barriers to work. The largest client group is 50+. Training includes confidence skills, staying well in work, condition management. MC – to send out the link and any further informationApprenticeships:All felt it would be interesting to know which local employers are **employing apprentices** and those that take an age friendly approach to applicants. Case studies of older apprentices would be helpful to support people retain-retrain-recruit.  | CESP now includes:* greater focus on supported employment
* the idea of ‘no one left behind’ - supporting those furthest away from the labour market towards employment
* community learning (towards employment)
* supporting learn to earn transitions at any age; learning and career transitions
* business and workers to benefit from growth
* brokerage scheme – between employers & training providers - small and medium sized enterprises included in this scheme
* key focus on all age apprenticeships and at differing levels, apprenticeships to be more employer led.
* jobs-with-training

The finished document should be out by October 2016. <https://www.bhconnected.org.uk/content/city-employment-skills-steering-group> |
| Dec 2016 | Healthy Ageing and Food - review | Dehydration, motivation to cook, shock points that can effect change in behaviours and economic factors are key factors that affect adult nutrition.Settings:* Care Homes

Malnutrition in care homes is recognised as an issue by Adult Social Care – with these issues coming up in audits and CQC evaluations. However interventions to proactively address malnutrition not currently commissioned.AA/BW/JC/Claire Rowland to discuss how to address this. * Hospital Admissions:

Data on hospital admissions which could identify hot spots for those presenting with malnutrition / dehydration. AA to look into this as it would be very useful. * Hospital Discharge:

There is lack of consistency. 32 different places older people can be discharged from, each with own approach. Varied awareness of what is available in terms of food provision to take home following discharge e.g. Red Cross care packs, hospital dietician packs. * Community Meals

A report is being written on what has happened in the 8 months since the community meals contract with the previous providers ceased. JC to share the report once it is finished.* Lunch Clubs

VB noted that people eat better and eat more in a shared environment. BW to resend the Food Partnership report on Shared Meals.Digital Inclusion:Digital inclusion training with older people could link to food e.g. online food ordering and creating favourites list. Weight Management: * Weekly Shape Up sessions for 60+ to start in Feb at The Hop for 10 weeks – all to think of suitable candidates
* The Food Partnership to liaise with Care Coaches at Age UK regarding weight management of people who are housebound

Nutrition training for professionals and front line workers:Training issues include: how to spot malnutrition; how to cook with adaptations; the use of the MUST tool outside hospital settings; the social side of shopping – food to people & people to food. All to help identify a unified set of training outcomes and think about how to roll this out strategically across the city.Opportunities:The Dementia Action Alliance has small grants to potentially support a dementia food group. Community short term services are being reviewed for 2018. JS to feed in issues of food to commissioners through this. Key messages:We need a small set of key messages about older people & food / nutrition / hydration that all can get into strategic conversations if they ever have the opportunity e.g. hospital admissions/discharges and freeing up bed days. AA/BW to draft something up and send out for comment. | Health Promoting Care Homes Action Plan includes promoting use of MUST tool and encouraging Care Homes to apply for the Healthy choices Award. Re food issues at the point of hospital discharge: Home First (formally the Discharge Improvement Group) at BSUH exploring options to tackle the issue of food access for older patients on discharge. Especially to address the gap in support for people who do not have or cannot access money to buy food with. Clarification on access to foodbanks or other meal based services. Home First and Link Back are raising awareness of (and identifying) social isolation prior to discharge so that services can be engaged to help people access the food (and other) services to support recuperation and ongoing independence. Lunch club lists collated and widely shared see most recent version here; S:\Public Health\Health Improvement\Healthy Ageing\FoodDigital Brighton & Hove looking at potential around supporting people to use tablets or iPads to do their shopping online.  |
| March 2017  | Sensory Impairment | There is a lot going on in the city around sight impairment, however we could do more. We need to do better as a city around hearing loss. For example: The Low Vision Clinic and 50% of the Eye Clinic Liaison Officer are funded by the CCG but there is no equivalent to assist people with hearing loss.Action: Identify whether the CCG plans to fund more services for people with hearing loss?One of the Fairness Commission recommendations was that the council signs up to the British Deaf Associations BSL (British Sign Language) Charter. The council has passed the proposal and hopefully things will move on soon.Action:Diane Coe will email the group to identify those wishing to support the BSL initiative.Settings:Care Homes:* Rehabilitation services rarely go into care homes. There seems to be an assumption that people’s needs are being met in care homes but socially and emotionally this may not be the case.
* Lizzie Ward to attend the Care Home Forum and talk about her research into Older People’s experiences of sight loss in care homes, commissioned by the Thomas Pocklington Trust.
* ARL to talk to ESAB to see whether they are linked up to any care homes.
* Liz Whitehead will explore the cultural dimensions of sensory impairment eg anything from the Arts Council and other places and feed back to BW.

Prevention:* Hearing - We need to promote hearing tests and how/where to get them as well as disseminate information on how to take care of our hearing.
* Sight - Only a third of people aged over 65 have regular eye tests. We need to get to these people earlier and this could prevent a number of issues. They do not realise the importance of eye tests, not just for changes in vision. It is important we raise awareness of the fact that optometrists do home visits.
* Optometrists could deliver general health promoting messages ie MECC around smoking, diet etc as the effects of these health behaviours can be seen in the eyes. CCG have a key role in facilitating high street optometrists to do this.
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