

Future Years Forum Workplan

April 2013 – March 2014

Aim: To support the voices of older people to promote their fulfilling lives

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
By addressing economic wellbeing					
<p>Outcome 1 Older people's organisations across the region understand the changes to welfare benefits and the impact this could have for older people.</p>	<ul style="list-style-type: none"> • Identify an expert who could hold information sessions at four meetings (one in each sub-region). • Offer older people's organisations the opportunity to hold an information session at one of their meetings • Future Years selects the organisations • Invite local Age UK information and advice workers to attend • Sessions booked, information sessions held, older people share their knowledge with other colleagues. • Information handout produced and disseminated 	Administrator	July - March	£2,000	<ul style="list-style-type: none"> • Changes to the Benefits system produced with Age UK I&A Manager. • Age UK I&A network would offer advice sessions (subject to small amount of funding for backfill).

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
Outcome 2 Maintain an understanding of Material Deprivation as an indicator of economic wellbeing.	Raise awareness of Material Deprivation as an indicator of economic wellbeing amongst older people's organisations	Future Years Committee members	Ongoing	£0	
Outcome 3 Future Years to sponsor NEA to run sub-area workshops to train accredited energy champions	<ul style="list-style-type: none"> • Identify older people's organisations in each sub-region to hold a workshops • Trainers booked; training events held; energy champions accredited • Groups funded report back to Future Years forum on outcomes 	Administrator	July - Sept	£3983	<ul style="list-style-type: none"> • Workshops held in: Bradford Scarborough Wakefield Grimsby Dates booked at Hull South Craven
By improving health and social inclusion					
Outcome 4 Local Older People's organisations are engaged and working on dementia friendly initiatives	<ul style="list-style-type: none"> • Join the Yorkshire & Humber Dementia Action Alliance . • Ensure representation at their quarterly meetings • Promote the work of the Y&H DAA • Raise awareness of the work in connection with 	Administrator Operational Group And Future Years	Ongoing	£0	<ul style="list-style-type: none"> • Joined the Y&H DAA • Attend Y&H DAA meetings • Friday Email contains a section on Dementia each bulletin

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
	Alzheimers and dementia via the Friday News and website updates <ul style="list-style-type: none"> • Encourage people to register for the 1m Dementia Friends, www.dementiachallenge.dh.gov.uk • Manage a discussion thread on dementia on the Knowledge Hub 	Committee members			
Outcome 5 To encourage older people's organisations to influence the work of local authorities and CCGs through encouraging attendance at Health and Well-Being Boards, Scrutiny Panels, Clinical Commissioning Group events, dementia forums and transport forms	<ul style="list-style-type: none"> • Support local older people's organisations to understand the structures and issues that older people can influence • Feedback to Future Years Forum meetings • Share information with LA Older People's Champions & their lead officers 	Forum members	Ongoing	£0	<ul style="list-style-type: none"> • Public Health England's Cold Weather plan and comments on issued to LA Champions
By developing the Future Years Forum and effective administration of the forum					

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
<p>Outcome 6</p> <p>The voices of older people in Yorkshire & Humber are heard at regional, national and ministerial levels and influences policy development</p>	<ul style="list-style-type: none"> Using Project Support, map the 'pyramid of engagement' of Future Years members to show strength of the collective voice Identify gaps (using Project Support)– clarify and fill existing vacancies on the Forum Committee Increase engagement to ensure full representation from the region (using Project Support) Hold an annual event outside Leeds to raise the profile of Future Years and its work. Increase the involvement of; contribute to and share the learning from the working groups of the AAA working groups. 	<p>Administrator / Project Support</p> <p>Chair Vice Chairs FY member</p>	<p>July – December</p> <p>October</p> <p>Ongoing</p>	<p>£1250 (Project Support)</p> <p>£2400 (facilitation and venue hire)</p> <p>£2000 (expenses)</p>	<p>Master communication list completed</p> <p>New members to the Exec recruited from Doncaster, Scarborough, Kirklees and Hull.</p> <p>Annual Conference held in York.</p> <p>Regular attendance at AAA I&L group; transport group; excluded groups</p>
<p>Outcome 7</p> <p>Y&H provides relevant & timely responses to national consultations</p>	<ul style="list-style-type: none"> Work closely with the DWP and other departments to identify key pieces of work. 	<p>Operational Group and Task Group</p>	<p>Ongoing</p>	<p>£1000 (attendance at conference)</p>	

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
	<ul style="list-style-type: none"> • Advertise consultation opportunities in the Friday news letter. • Ensure the voice of older people is represented by responding to consultations across the region, captured in a single response branded as Future Years. 				
<p>Outcome 8 Forum business: administrative support, financial management and internal communications are organised efficiently and effectively.</p>	<ul style="list-style-type: none"> • Following the successful pilot, confirm the new way of working (Operational Group / Task and Finish Groups) • Organise AGM and elect officers • Ensure appropriate communication between meetings e.g. weekly email and papers sent out one week before meetings • Provide secretariat to the Exec Committee meetings and the Operational Group – sending out papers; 	<p>Operational Group</p> <p>Administrator</p>	<p>Ongoing</p>	<p>£120 (room hire for Ops Group)</p> <p>£6115 – secretariat support)</p> <p>£703 (contribution to office space)</p> <p>£120 (room hire for FY</p>	<p>AGM held</p> <p>Operational Group meetings held</p> <p>Extended length of meetings.</p> <hr/> <p>Spend:</p>

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
	<p>taking minutes; booking venue etc.</p> <ul style="list-style-type: none"> • Hold 4 meetings a year but increase length of meeting to ensure all business covered. Hold one meeting outside Leeds. • Make quarterly expenditure reports to the Forum and DWP. • Ensure that members claim expenses • Look at constitutional status of Future Years to improve sustainability options 	<p>Task and Finish Group</p>		<p>meetings)</p> <p>£911 (finance officer time)</p> <p>£600 (travel expenses)</p>	

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
<p>Outcome 9</p> <p>Information is effectively communicated to wider audiences to raise awareness of good practice and the activities of Future Years</p>	<ul style="list-style-type: none"> • Maintain web site to be informative and representative of FY work • Maintain and increase a database of local groups and contacts. • Work with local authorities to improve our dissemination channels. • Issue regular updates and information from UKAFA and Future Years to local groups • Make timely contributions to relevant newsletters e.g. 	<p>Admin</p> <p>Vice Chair</p> <p>Chair</p>	<p>Ongoing</p>	<p>£80 (domain name)</p> <p>£175</p>	<ul style="list-style-type: none"> • Website updated weekly / fortnightly • Database of contacts updated • Article sent in to Age UK newsletter re energy efficiency workshops • LL / AGENDA newsletter circulated via Friday News and website. • New leaflet produced

Outcome	Activity	Work Group/Lead	Timescale	Funding required	Qrtly update Nov 2013
	AGENDA, <ul style="list-style-type: none"> • Circulate media such as LL Newsletter • Refresh publicity material / information explaining the work of Future Years, our aims, what older people get from us • Distribute the information to local older people's organisations 	Task and Finish Group / Admin	May / June July	£800 (leaflet)	Spend:

Total Expenditure: £22,256