

**Appendix 10: –**  
**Draft Day Opportunities Strategy Consultation**  
**Glossary of Terms.**



## Glossary of Terms

What follows is a Glossary of frequently used terms, these are the definitions as used within the context of this strategy and as such do not affect any meaning that a term may have under any relevant legislation.

<b>1.0 Glossary of Terms</b>	
Aspirations	Is an ambition or outcome that a person wishes to achieve This outcome may become achievable with support from Social Care.
Assessment	An assessment is simply a discussion between a person and a social work professional that helps to understand what help and support is needed for coping with life on a day to day basis and living independently at home.
Asset based	An Asset based approach focuses on a person's strengths and skills and helps with how support is identified.
Emerging Technology	Equipment or products designed to maintain, or improve the ability of individuals to communicate, learn, and live independent and fulfilling lives.
Citizen(s)	A citizen is a resident of Birmingham which includes service users and carers
Commissioning	Refers to the council's approach to planning and purchasing public services. The aim is to achieve best possible outcomes for individuals who require care and support and for the community as a whole.
Community Assets	Are a wide network of services which range from very small to much larger local services provided by faith groups, community groups, local and national charities, and private companies. They provide choice, enabling people to become involved in activities they enjoy doing with others, adding meaning to their lives.
Community Capacity Building	Supporting different communities to develop their own solution to problems and issues.
Contract	Refers to a formal agreement which Providers are required to agree to if they wish to deliver services for Birmingham City Council.
Co-Production	'Co-production' is when an individual influences the support and services received, or when groups of people get together to influence the way that services are designed, commissioned and delivered.
Day Care	A place where an individual can go to participate in activities and spend time with friends.

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Day Opportunities	A day opportunity refers to a service which mainly operates during the daytime and provides activities, care, and support to those who access it.
Demographics	The number and characteristics of people who live in a particular area or form a particular group. Examples of characteristics include gender, age, ethnicity, types of services required, etc.
Direct Payment	Direct Payments are a way for citizens to have control over their care and support through a personal budget. Birmingham City Council will make payments directly to people so that they can buy the care and support they require rather than the council arranging it.
Draft Strategy	For the purposes of this document this refers to <u>proposed</u> local government document outlining a series of ideas or plan of action designed to achieve a long-term or overall aim. ( <i>see also Strategy</i> )
Enablement	Enablement is a period of short term intensive support giving an individual the opportunity and confidence to regain some of the skills they may have lost e.g. through ill health.
External (day opportunities) providers / provision	Those services commissioned by the Council and provided by the private or voluntary sector independently of the Council.
Internal (day opportunities) Services / Provision	Services that are provided directly by the council.
Neighbourhood Network Schemes	Neighbourhood Network Schemes enables people to connect to individuals, groups, organisations, and activities taking place in their local area.
Person Centred Planning	Focuses on what an individual wants to achieve and what support is required to help them achieve their aspirations. Person centred planning views people as equal partners in planning, developing, and monitoring their care.
Personalisation	This is the approach used by social care that empowers people to have more choice control and independence over what their support looks like.
Personal Assistant	A personal assistant helps support a person to live as independently as possible and assists them to take part in everyday activities where possible.
Personal Budget	An amount of money the local authority agrees to provide to meet your assessed needs.
Policy	Is a set of principles which helps staff make sound decisions and take actions which are legal, consistent with the aims of the day care setting, and in the best interests of the users.

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Providers	Organisations which provide a given service be it Home Care, Internal or External Day care or the voluntary sector.
Quality Standards	A set of statements that are designed to ensure that services meet the minimum required standards to deliver safe, effective, and good quality services.
Respite	Short term care to enable an individual to have a break from normal routine, e.g. a holiday. This can be a carer or someone receiving social care support.
Self-Funder	Depending on a person's finances, a local authority may ask an individual to contribute towards the costs of their care (up to and including the full amount).
Service User	Refers to the individual directly in receipt of services.
Social Care Review	A review forms part of the assessment process. A discussion between the person receiving care and support and a member of social care staff is designed to identify any improvement or deterioration in that persons need. Together a plan will be put in place to meet that persons change in need.
Spot purchasing	The purchase of a service from an organisation as and when it is needed. Services are purchased on an individual basis for a single service user.
Stakeholder	Stakeholders are individuals, groups, or organisations that are affected by or have an interest in the activity of the service or business.
Strategy	Plan of action designed to achieve a long-term or overall aim. ( <i>see also Draft Strategy</i> )
Statutory	Refers to a duty or a service required by law to be delivered by the local authority.
Three Conversations	Through information, advice and guidance and structured three conversations, clarity on rights, responsibility and options. Allowing people to be co-designers of their own support.
Third Sector	This refers to charitable or voluntary organisations.