

'Make it Happen' Group Meeting
5th November 10.00- 12.00 Brighton Town Hall Room 2



Present:

Diana Bernhardt – Chair
 Maureen Pasmore
 Sheridan Lynch
 Steve Hook
 Eva Jarvis
 Mark Hendriks
 Karen Kingsland
 Naomi Cox
 Sarah Crowe - Minutes

Apologies

Tim Wilson
 Jenny Brickell

Items	Actions
<p>1. Minutes and Matters Arising – DB</p> <p>1.1 Minutes agreed. Some items on agenda cover actions.</p> <p>1.2 NC advised that Transitions does have a work plan. Meeting is working with Valuing People Now team to go to transitions forum. Working with national transitions support team. KK is supporting this. MP mentioned some weakness around people aged 19+. DB advised about the meeting with CYPT.</p> <p>1.3 EJ advised meeting dates set up for next year for DB to attend.</p> <p>1.4 In relation to finding out the correct person to speak to in relation to resolving issues around children with Learning Disabilities accessing work placements this is Jacqueline Coe. MP to link with NC to resolve issue.</p> <p>1.5 Action in relation to arranging a joint show casing event with ASC around equipment NC advised that she has taken this forward and an event around Assistive Technology will be in the next financial year.</p> <p>1.6 EJ, NC and MH discussed issues around PCP and reviews for move on as possibly duplication of work for this and also that providers should complete this work as part of contract</p> <p>1.7 EJ advised that she went to the Peoples Day which was very interesting. The DVD on VPN was shown. KK advised that in the future looking to have more input from the Partnership Board on this.</p>	<p>NC to email transitions workplan SC to invite transitions manager to joint CYPT Meeting</p> <p>NC to meet with MH and pick up with contracts will then feed back.</p>
<p>2. Feedback on Membership of the Partnership Board – All</p> <p>2.1 All discussed the guidance which has been issued which is guidance and not mandatory. Most welcomed the guidance.</p> <p>2.2 There are tight timescales in relation to the report to be completed in March. KK suggested some information issues with getting the most relevant information. KK suggested be good for people to go through templates to say where people can find information relevant to this.</p> <p>2.3 Regarding membership this is be beefed? up with senior members from the council to be on the board as well as PCT. Look at representation from the Strategic Housing Partnership. Important that there are job descriptions for all and to include accountability of members. Also for people to be paid for work done on the board.</p> <p>2.4 Membership to be devised first then develop a vision. Also possible for other people to be invited if required.</p>	<p>DB/NC to contact Director to see about chair of board. MP happy to contact employment officer when required over representation to meeting DB to pick up with Liz Rugg attendance around education.</p>

<p>2.5 The guidance doesn't suggest that the Partnership board is a statutory body.</p> <p>2.6 Discussion of the next steps also important to address issues around split of people to groups i.e. professional, carers and people with Learning Disabilities.</p> <p>2.7 This group to come up with recommendations and then a report to be presented to the board. Use the next meeting to fully develop this and brainstorm issues.</p> <p>2.8 Map out issues regarding carers first. Recommendations to the report and think about job roles. Some Job descriptions do exist already however may need to be revamped.</p> <p>2.9 Decided that add the January Partnership Board to focus the majority of the meeting around this issue and discuss report from this group.</p>	<p>KK to bring examples of job roles to next meeting</p> <p>KK to start to prepare report for regional boards.</p> <p>DB to raise questions at next RIG around membership and feedback.</p> <p>Agreed to focus next meeting on LDPB guidance and membership</p>
<p>3. Update on Commissioning Strategy- MH</p> <p>3.1 MH discussed the updated report which was circulated. Next 6 months to have an annual review of the strategy. MH advised that a lot has been achieved so far.</p> <p>3.2 In relation to housing and settled accommodation 247 people in residential care target is 240. Regarding move on in spot contracts possibly 42 people who could move on. MH discussed process and getting a consensus together that people should be able to move on. 19 of those are also OOA. Housing Options officer is involved in supporting people move on. Westbourne and Wellington Road new projects to be opened shortly. Information booklet and housing options booklet is complete and ready to send out final version.</p> <p>3.3 In relation to Health. Natalie Winterton and the sub group have done a large amount of work. 94% of surgeries are doing HAP's 3 new liaison nurses are in post and they have received very good feedback. Recruitment of a LD Mental Health Assessor in December and community nurse in the community hospital with the ability to train and has a city wide brief, Regarding health checks, 2 new health aspects were identified and a range of 10 health issues came out. Including oral health, obesity and diet, ear wax and dermatology. Some work to go on regarding dentistry.</p> <p>3.4 Around communication – Commissioning team and others have attended carers forums, also quarterly newsletters issued and information sessions. A total communication sub group has been set up.</p> <p>3.5 Around employment, at least 13% of people are in employment and showing an increase. Work is being done on voluntary work and why people are not moving to paid employment. Some work also being done on people being paid but not employed. Benefits and the co ordination of this is a big issue and to be developed further.</p> <p>3.6 MH advised that he had not received a report regarding day options. Report completed by Mandy Offield.</p> <p>3.7 Transitions work is going on. There is a new team, manager and also the contact in the commissioning team is Joanna Sharp.</p> <p>3.8 Discussion around VFM, and there is a new negotiator to be employed via the acceleration project to look into spot contracts and negotiating with providers.</p> <p>3.9 MH went over the list of items he had not been able to update. To email MH with any updates not discussed at the meeting. It would also be advantageous to have a system to report information regarding updates on the commissioning strategy. To add in updates on the commissioning strategy to Network News so people are aware of working being carried out.</p> <p>3.10 The EIA of the strategy does have separate actions on this however no issues and MH to contact people separately as required.</p>	<p>EJ to pass report to MH</p> <p>All to pass on updates to MH if relevant.</p> <p>MH to feed updates into Network news</p>
<p>4. Make it Happen Update – KK</p>	

<p>4.1 KK advised that the plan has been updated however awaiting two people to confirm progress. However progress good.</p> <p>4.2 Also around the link of the Partnership Board to the Local Strategic partnership should be put on hold onto discussion of guidance around membership of the Partnership Board is complete.</p>	
<p>5. Performance Update – KK</p> <p>5.1 Most items covered.</p>	
<p>6. PSA16 – DB</p> <p>6.1 DB advised this is for small projects up to 50k to promote settled accommodation and employment for the four target groups. Severe to moderate learning disability, Enduring mental health, Care Leavers and People within the criminal justice system. Projects and ideas to be innovative.</p> <p>6.2 MP advised that Terry Pegler is leading on this. Only need want one bid. Possible for this money to be used to plug gaps.</p> <p>6.3 SH suggested an idea around supporting people in employment and employees. Main issues are information and support.</p> <p>6.4 Some discussion over the use of monies to fund social enterprise projects.</p> <p>6.5 Agreed to do a bid around settled accommodation and move on. MH to meet with SH. Also look at links around employment.</p>	<p>MH and SH to meet to discuss bid.</p>
<p>7. EIA of Partnership Board – KK</p> <p>7.1 Agreed to carry this out at the December meeting when discussion over membership is brainstormed.</p>	
<p>10.AOB</p> <p>10.1 Discussion over when allocation of LDDF monies will be known.</p>	
<p>Next Meetings:</p> <p>11th December 2-4 Brighton Town Hall Room 1</p> <p>15th January 2010 10.30 -12.30 Brighton Town Hall Room 2</p> <p>12th February 2010 10.30 -12.30 Brighton Town Hall Room 2</p> <p>12th March 2010 10.30 -12.30 Brighton Town Hall Room 2</p>	