

**'Make it Happen' Group Meeting**  
**17<sup>th</sup> July 11.30 – 1.30 Brighton Town Hall Room 3**



**Present:**

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

**Apologies**

Mark Hendriks  
 Nichola St George  
 Jenny Brickell

Items	Actions
<p><b>1. Minutes and Matters Arising – DB</b></p> <p>1.1 Minutes agreed, most items on the agenda</p> <p>1.2 DB advised that looking to keep time more effectively and discuss issues, barriers and how to take them forward</p> <p>1.3 Carried over MH to contact Verity Walker to see how OHMs system can be updated to identify people with learning disabilities</p> <p>1.4 MP circulated the synopsis of Valuing People Now strategy for employment</p> <p>1.5 NC confirmed that the Behavioural support team are involved in making referrals and these can be made via the normal routes</p> <p>1.6 KK discussed the workplan, 4 national indicators added and outcomes, workplan on website and sub group's individual part of the workplan on sub group page. KK advise that happy with plan and will update with specific actions as and when changes/additions occur. MP congratulated KK on plan however had some issues as not too easy to view, lots of information and does not show how work of the groups links together. . . MP also noted some groups/chairs are not within LD services and so links are not necessarily obvious or immediate.</p> <p>1.7 DB advised that she thought it wasn't necessarily the plan but how it was put together and proposed this is reviewed when the membership of the Partnership Board is reviewed. DB intends to work with new LDPB membership to ensure shared vision and how actions are delivered.</p>	<p><b>MH - contact Verity Walker to see how system can be updated for people with learning disabilities</b></p> <p><b>Workpan agreed to form basis of updates to LDPB and Make It Happen group</b></p> <p>DB to work with new LDPB membership to ensure shared vision <b>once membership reviewed</b></p>
<p><b>2. Membership of the Partnership Board – KK</b></p> <p>2.1 KK advised that currently there is no updated guidance from Valuing People Now on the membership of the Partnership Board. There was due to be some information however details are likely to not be out until end of July or September. Guidance received from the launch though is that there should be 50% of people with learning disabilities or family careers.</p> <p>2.2 DB confirmed discussion with Valuing People support team. While waiting for guidance suggested we start to identify potential members from the Local Strategic Partnership, police, voluntary sector, Department of Work and Pensions, private sector and businesses. Karen confirmed she will lead on identifying possible new members. DB also proposed to contact</p>	<p><b>KK - start ground work on membership and identify possible new members</b></p> <p><b>KK to meet with Carers Centre, Amaze, Speakout and Advocat to develop future representation</b></p>

<p>Simon Newell for current membership of LSP and partnerships. 2.3 There was also a discussion about how people with Learning Disabilities are involved and also the work with carers.</p>	<p><b>All - Please email any suggestions to KK.</b></p>
<p><b>3. Updates on each group</b>  <b>3.1 Taking Part in the City – EJ</b>  Currently there is a bidding group for funding for activities for health lifestyles with is with the PCT and funding due for September.  EJ reported details of hate crime campaign, and the setting up of a database around this which has also completed its first report.TW mentioned details of a safeguarding event and importance of linking in safeguarding and hate crime work.  DB asked about Day options work to modernise services. EJ said that this was difficult to take forward as required shifting of resources. DB suggested discussing this IB work in groups.  <b>3.2 Workforce Development – TW</b>  TW highlighted the key areas. Workforce Strategy is now completed and confident that this ties in with the commissioning strategy  Some issues with Assistive technology and infrastructure of OTs to include enhanced assessors. MP and NC both mentioned the lack of awareness where this could be improved. Agreed to arrange for event possibly with ASC to raise awareness and promote equipment.  Looking at Action Learning Sets to address development of managers and also development of PA and a plan will be required for them.  Need to raise awareness for staff working in prisons. SH suggested link to probation and CPN. This is an area for development as part of our future plan.  <b>3.3 Transitions – NC</b>  NC circulated a paper in relation to the transitions forum. Item deferred as Jenny Brickell not present</p>	<p><b>EJ - arrange for DB and NC to attend a Taking Part in the City meeting to take forward Day options proposal</b></p> <p><b>NC - arrange for joint event with ASC to showcase equipment</b></p> <p><b>All – read report and feedback any comments to NC</b></p>
<p><b>4. EIA- KK</b>  4.1 KK discussed the Equalities Impact Assessment which was required and highlighted the main issues. Deciding who would contribute, Identify the aims and objectives and identify the scope and focus.  4.2 KK suggested setting a small working group of 3 (KK, and another 2 people possibly someone with a Learning Disability, family carer- Matthew Hellet suggested – and a member of the commissioning team)  4.3 Agreed that this is a good time to carry out the EIA with the work around reviewing the membership and also promote the board</p>	<p><b>KK - Contact SC for commissioning input from team. Report back to the group progress</b></p>
<p><b>5. Updates to Partnership Board – KK</b>  5.1 KK discussed what update she would like to have at the Partnership Board meeting.  5.2 Rather than give generic information to provide information on the VPN Employment Strategy. MP happy to present for 3-5 minutes  5.3 KK confirmed details of the Performance Indicators will be in the Annual report update.</p>	
<p><b>6. Remodelling of CST</b>  6.1 DB gave a brief update on the report in MH absence. Report is about a new phased service and trying to stop people getting into crisis.  6.2 EJ commented that this may increase the number of places where people can get information which may confuse them, however it is a very good initiative but would like it to be wider.  6.3 MP commented that she had fed back to MH. The main issue was that people know where to get support but would like there to be more support once they have been signposted. DB agreed this was important and confirmed that information will be fed back to MH.</p>	<p><b>All - Please email any comments to MH if not already done so</b></p>
<p><b>7. Agenda Planner</b>  Issues to be added discussed</p>	<p><b>SC - update planner</b></p>

<p><b>AOB</b>  Contact Jenny Brickell to confirm attendance to meeting in September to discuss transitions  SH advised that he had attended the Quarterly Health forum and that a framework will be issued. Will come to this meeting once issued.</p>	<p><b>SC - contact</b></p>
<p><b>Next Meetings:</b>  11<sup>th</sup> September 10.30 -12.30 Brighton Town Hall Room 2  8<sup>th</sup> October 11.30 -1.30 Brighton Town Hall Room 2  5<sup>th</sup> November 10.00 – 12.00 Brighton Town Hall Room 2  4<sup>th</sup> December 1.30 -3.30 Brighton Town Hall Room 2  15<sup>th</sup> January 2010 10.30 -12.30 Brighton Town Hall Room 2  12<sup>th</sup> February 2010 10.30 -12.30 Brighton Town Hall Room 2  12<sup>th</sup> March 2010 10.30 -12.30 Brighton Town Hall Room 2</p>	