

Make it Happen Group Meeting
16th April 2.30-4.30 Denmark Villas Room 212



Brighton & Hove
 Learning Disability Partnership Board
www.brightpart.org

Present:

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

Apologies

Jenny Brickell

Items	Actions
<p>1. Minutes and Matters Arising – DB</p> <p>1.1 Minutes Agreed</p> <p>1) MP to keep group updated in relation to changes in benefits and concerns people may have.</p> <p>2) 3 Big Questions agreed at LDPB</p> <p>3) Updates to MIH group on the agenda today</p> <p>4) MP advised that regarding permitted work this has been sent out via the work and skills group. Feedback please if needed. To be distributed specifically to people who support and give support to people. NC advised document is good even though very complicated. MP to write an accessible version.</p>	<p>DB agreed to chase up representation from CYPT as Jenny unable to attend LDPB</p>
<p>2. Partnership Board Work Plan– DB</p> <p>2.1 DB wanted to check that the 3 big questions were understood. A workplan to be included in the annual report however no targets mentioned and this will need to be completed.</p> <p>2.2 Regarding the 3 big questions. Carers said that ‘work’ needs to be phrased differently to work and making a contribution including voluntary work. MP leading on this and to be done via the LDPB. Next meeting will discuss draft employment plan. MP to request help if needed.</p> <p>2.3 Mark is to draft housing plan and include targets.</p> <p>2.4 Regarding socialising and relationships no vehicle as yet. To include community and safety team travel and ensuring access to mainstream services. Agreed to mention the workplan at LDPB meetings to ensure that everyone is signed up and know what it is.</p> <p>2.5 MH raised concerns about including everyone as this is most important. There are possibly gaps around BME groups and little representation in other areas. KK advised that the 3 big questions are the first three and that new questions will come along. KK advised that at the next LDPB will confirm the meaning of ‘including everyone’</p> <p>2.6 DB discussed the next steps for the workplan and how it can be achieved. Tie into Performance reports and those around the 3 big questions.</p> <p>2.7 MH suggested at meetings to present a problem and then discuss ideas of resolution.</p> <p>2.8 KK/DB agreed that ownership of the plan should be with the LDPB.</p> <p>2.9 Discuss one topic at the meeting and if that item is not complete to discuss at a further meeting.</p> <p>2.10 A grid will be presented at the meeting in May and to be something similar to below.</p>	

Theme? I.e. Employment Target?			
	Including Everyone	Communications	Protect Services
Existing Services		People are unsure about benefits	
New Service			
Mainstream services	Benefits?		Benefits?

2.12 MP said this could be confusing – possibly use a circle? KK to speak to Lucy Westcott about presenting information.

2.13 EJ raised concerns as do not want to make the meetings too ‘workshop’ like as they do need to be strategic. KK agreed however 2 separate meetings would cover this once the meetings are more settled and people have a better idea of the structure.

3. Performance – KK

3.1 KK circulated report. Agreed format KK to update on changes.

3.2 Agreed that the months to be included need to be most relevant to LDPB. And to be clear on what months are being reported on. KK to have a crib sheet. Need to ensure that members of the LDPB are reported to by correct and consistent figures. KK to include in this who supplies the information.

3.3 National targets to be included.

3.4 Add in as one of the items to be checked – How many poor or adequate services are there. KK to bring information regarding excellent and good services and also possible questions that maybe asked so to be prepared.

3.5 Agreed to use numbers instead of % where possible.

3.6 To include a pie chart where applicable for each month as a breakdown.

3.7 Discussion over the inclusion of safeguarding issues – Should the number of alerts be included? Alerts to be included if level 3 or 4 and then counted. It will be possible to shape and change the report over time. KK to present and own crib sheet. Keep to a maximum of 10 targets. Annual performance report to be completed also.

3.8 MH suggested that for the objective around 6 and 7 in KK report to have a thermometer which could be used to display information.

3.9 Regarding budget to use figures from JCB report. DB to confirm what to include regarding final reporting budget.

4. Planning for LD Partnership Board – All
Already discussed

5. Annual Report/MIH Update – ALL

4.1 KK advised not all updated plans. TW/NC/JB completed. Anything which has been done will be removed after one 6 month period. Agreed all to update if not done already.

4.2 MIH plan to also be updated with items regarding the themes and performance of LDPB.

4.3 Changes to the LDPB will be updated into the MIH plan. Regarding membership and revised options of the LDPB first 4 out of 10 have been completed. Progress notes and KK to update with new and changed priorities.

4.4 DB mentioned key gaps i.e. carers, joint CYPT planning, PCP and to ensure that items are not forgotten.

4.5 DB advised that the annual report will be given a number to be compared

KK Confirm at next meeting and speak to Lucy Westcott for presentation ideas.

KK to update and make changes as required.

DB to speak to Jane/Denise re budget

All to update work plan. NC/TW and JB completed.

KK to update

KK to update

<p>to other Local authorities this will be done locally. 4.6 Agreed that report to be discussed as an item at the LDPB in July. DB advised that the LA will be presented with good examples from other areas.</p>	<p>KK to add to agenda for LDPB in July</p>
<p>5. Agenda Planner 5.1 Next items for meetings to discuss LDDF monies, Representation at LDPB. 5.2 Need to think about LDDF monies and if they are removed or reduced. Also to think about projects which are currently funded by LDDF. 5.3 KK stated what would be discussed at Chairs Planning meeting on the following Monday. Discussion over the funding of carers and advocacy services. KK to meet with Speakout and DB to discuss funding and other issues. This is a high priority. MH advised that there could be new links with ASC.</p>	<p>SC to update agenda planner Add items for May meeting</p> <p>KK to update MIH group on response from speakout</p>
<p>6. AOB 6.1 Regarding community voluntary sector in June and representation. EJ to speak to Carole and feedback to Karen. 6.2 Issues of capacity at this time around resources as currently in perda. So need to ask for resources and need to ensure PB has money to support a representative.</p>	<p>EJ to feedback to Karen</p>
<p>Next Meetings: 2010 7th May 1-3 Brighton Town Hall Room 2 1st June 10-12 Brighton Town Hall Room 1 2nd July 10.30-12.30 Brighton Town Hall Room 1 6th September 2-4 Brighton Town Hall Room 1 4th October 2-4 Brighton Town Hall Room 1 1st November 2-4 Brighton Town Hall Room 1 3rd December 1-3 Brighton Town Hall Room 1</p>	