



**Brighton & Hove
Learning Disabilities Provider Forum
Minutes**

**2nd December 2009 10-12
Room 1 Brighton Town Hall**

Present:		
Diana Bernhardt (Chair)	Lead Commissioner for Learning Disabilities	
Naomi Cox	CLDT Manager	
Val Foot	Mencap	
Joanne Olbaldiston	Sussex Tikvah	
Kevin Murphy	B&HCC	
Daniel Parsonage	B&HCC	
Sheridan Lynch	Southdown Housing Association	
Tracy Mair	B&HCC	
Jane Maguire	Mencap	
Alex Reeve	SACT	
Claire Howell	In Touch	
Kate Lee	Outreach 3 Way	
Simon Livesley	Outreach 3 Way	
Sarah Hamlett	Carousel	
Kate Harper	Carousel	
Melanie Hendricks	Carousel	
Stephen Wilkinson	Carousel	
Paula Funnel	Carousel	
Pam Stuart	Sussex Heath Care	
Beth Hemsley	The Outlook Foundation	
Jonathan Samerley	Dignity Group	
Karen Kingsland	Integrated Learning Disability Services	
Liz Gray	B&HCC	
Sheridan Lynch	Southdown	
Mandy Offield	B&HCC	
Golden Meilenga	Interact	
Raymond Langley	Brighton Hove & District Mencap Society Charity	
Sarah Crowe	Minutes	
Apologies:		
Sheila Moulton	Mencap Brighton, Hove and District	
Anne Richardson	Commissioning Team Manager	
Mark Hendriks	Commissioning Team	
Bill Demel	In Touch	
Kathy Biggle	Commissioning Team SDS Lead	
Items	Action	By
1. Introductions and Apologies - DB Brief introductions from everyone. Apologies received as shown above.		
2. Minutes and Matters Arising – DB 2.1 Most items to be covered on the agenda Housing Update has been emailed out. DB asked for employment responses to be returned if not already done so to either SC or Maureen Pasmore. Sarah.crowe@brighton-		

<p>hove.gov.uk or Maureen.pasmore@brighton-hove.gov.uk Details of voluntary work also required. Feedback also emailed out as per actions. Minutes agreed</p>		
<p>3. Local Update – DB DB updated the meeting with local updates. In relation to SDS Update – as below</p> <ol style="list-style-type: none"> 1. The council’s Resource Allocation System (RAS) that has been produced by FACE is being tested with 35 older service users. Once the results are back from this it is anticipated that this RAS will then be rolled out to the assessment teams. 2. In Adult Social Care service users whose care packages are being reviewed are being told what their personal budget is and a new Support Plan replaces the Care Plan to help service users identify the outcomes they want to achieve. Service users will then be able to choose to have their personal budget as a Direct Payment, Indirect Payment or Council Managed Service. 3. Personalisation and Self Directed Support Staff Awareness Sessions are being implemented and tailored to the needs of the various staff groups. So far 64 staff have attended the sessions and further sessions are being planned into next year. Joint working with Transitions and CYPT is taking place to implement basic awareness training followed by a joint training event for staff. 4. A Self Directed Support Practice Forum has been set up for staff. The forum will take place monthly and is a space for staff to share their experience and to problem solve issues. 5. Information for the public is being produced and it is hoped will be available in January. So far this consists of leaflets describing Self Directed Support and Direct Payments; development of an easy read poster that illustrates the concept of Self Directed Support and the Council’s web pages. 2 display stands out of 4 have been produced depicting Personalisation and Self Directed Support and these are being taken out to public events. 6. A Peer Support Group for people self directing their support is being launched at the International Day of Disabled Persons in conjunction with the Brighton & Hove Federation of Disabled People. A group will be facilitated between 5pm and 6.30pm on the 3rd December at the Dome. 7. A brokerage mapping exercise has been led by Jaine Huntley and a report of the outcomes is expected soon. 8. A model for Individual Service Funds for purchasing day services in learning disability services is in the early stages of being developed. For your information please see In Control’s report “What we have learnt about Developing Individual Service Funds”. 9. Jo Sharp is working with the Learning Disability Service and Transitions to formulate a protocol for working with young people on transition and we will be looking at promoting Self Directed Support options as the default position. 10. There is to be a session on SDS at the Partnership Board in January and also at this forum in the future. 11. DB advised letter should be sent to providers by the end of this 	<p>Send further supporting document with minutes</p>	<p>SC</p>

<p>week about accommodation and spot contracts. This will be advising contractors that consultants will be visiting and working on behalf of providers.</p> <p>12. The Supported Housing week has been going well. SL advised that the event at Grace Eyre were attended by providers and service users also some councillors attended.</p> <p>13. NC advised that the Westbourne development, now known as the Beech House is in final stages and should be open in two weeks. There will be a grand opening in April however short breaks service is to open sooner.</p>		
<p>4. Contracts Update – LG</p> <p>4.1 LG advised that letters have been sent to providers about Person Centred Plans these were issued yesterday and providers have 3 weeks to reply. Information is important so that it can be fed back via the Partnership Board and sub group.</p> <p>4.2 In addition LG advised that there have been various queries, about DOLS and Business continuity plans. If needed please contact Mandy Offield for advice. Mandy.offield@brighton-hove.gov.uk</p> <p>4.3 KM advised there is some training available via workshop on the Mental Capacity Act which is also useful. Dates are in Management and guidance guides however any queries, please contact Kevin Murphy. Can also be found on the partnership board website. http://www.brightpart.org/</p>		
<p>5. Carousel - Love Matters – All</p> <p>5.1 Carousel presented – to be sent out with the minutes. Followed by a workshop to discuss what is important to people and how issues can be resolved. I.e. If a person does not like where they live what could be done to facilitate someone to enjoy where they live.</p>	<p>Email presentation</p>	<p>SC</p>
<p>6. Big Bridge Presentation – All</p> <p>6.1 Kate Lee and Simon presented to the group. The launch will be on the 26th January at Hove Town Hall. If providers wish to be part of the website then this is free and they need to complete a form and return to KL. Email below - LeeK@outreach3way.org</p> <p>6.2 DB asked about employment and information for potential employees. KL confirmed that access to jobs would be limited, however information about health and homes would be included on the website and looking to have links to college and work. Simon advised that the website is to be similar to a community and that feedback would be needed to ensure it as up to date as possible.</p>	<p>Email Presentation</p>	<p>SC</p>
<p>7. Update from Partnership Board – DB</p> <p>7.1 DB provided an update from the Partnership Board meeting in November. Key themes around health assessment and an action plan going to JCB.</p> <p>7.2 There was some feedback from Speak Out that people are not being provided enough information to manage their own money. DB advised that reviews of peoples plans are a priority.</p> <p>7.3 There was some discussion over the Partnership Board membership and the recent guidance and also about a report</p>		

<p>around safeguarding alerts. 7.4 KK advised that Careers centre hold a listening lunch and asked for carers to be encouraged to attend.</p>	<p>Send Poster out</p>	<p>SC</p>
<p>8. Training and Development – KM 8.1 KM advised that commissioning training programmes are available and also team development plans for in house services, these link in with council/local and national plans. 8.2 KM advised that the Thumbs Up DVD is nearly complete and looking to launch this in a major way. Also Action Learning Sets for Managers in Learning Disability departments which went out yesterday and are linked to the values of Valuing People Now. 8.3 There are some guides which are still available and grants available for training. Please contact KM for more information. Kevin.Murphy@brighton-hove.gov.uk There is also a training event on the 24th March. This is free and will include workshops. Flyer with more information to be available shortly.</p>		
<p>9. Agenda Planner 9.1 Agenda Planner was discussed. Looking to have discussion and workshop around Person Centred Planning for next meeting. Possibly the DVD will not be ready for showing at the meeting in February however could be for April Meeting. 9.2 Also for Kevin Murphy to do a workshop on Vetting and Barring Management in June. No other items at this time to be added.</p>		
<p>10. AOB 10.1 SL raised a question around CRB checks. Some discussion over the length of time that this takes which has varied from 2 weeks to 6-8 weeks and the differing experiences. Agreed for SL to send a letter out. Not required to be issued to this group however SL to send to NC only. 10.2 NC raised the PCA sub group and forums for learning, the 3rd one is coming up. NC to forward to SC to send out with the minutes. Please contact SC on sarah.crowe@brighton-hove.gov.uk for further information.</p> <p>Next Meetings: 3rd February 2010 2-4 Brighton Town Hall Room I 21st April 2010 10-12 Brighton Town Hall Room I 9th June 2010 2-4 Brighton Town Hall Room I 8th September 2010 10 – 12 Brighton Town Hall Room I 10th November 2010 10 – 12 Brighton Town Hall Room I</p>	<p>Send letter re CRB checks</p> <p>Forward flyer re PCA sub group to</p>	<p>SL</p> <p>SC</p>