

Minutes of Partnership Board

11th January 2010



1. What we talked about last time
2. Annual Plan
3. Anything Else?
4. Date of next meeting



1. Minutes and matters arising

Since our last meeting Hilary and Lydia have met with Brian Parrott the temporary Chief Executive for the City council. He has done a lot of work in learning disability and wanted to hear how we were getting on, especially in **employment**. He heard that personnel are taking a report to COMT and said he would like to make sure he was there to support it. It was a good meeting and he had lots of good ideas.

Hilary met with the City College to get a quote for making a **DVD** about people with learning disabilities in jobs which we could show to employers. Hilary is going to talk to him to understand how he came to the money he put in there.

We have just heard that Doctors are going to get money for another year to do **health** checks on people with learning disabilities. Kate is going to meet Terry Russell (he is a commissioner in the health PCT) in early February. They are going to talk about the Doctors who have not signed up and how to advertise to people. Kate asked Charles if he would like to come along.

Ivan said he had emailed Adrian Higgins at the PCT about the number of doctors who are not doing the check. Kate also said she would check where the letter for people with learning disabilities has gone as no one has had one.

We said that if people went to another doctor –if theirs is not doing the checks – then their doctor will not have the information.

Kate is doing the **Health self assessment** with groups to find out what they think about the 4 questions the strategic health authority has asked the PCT to answer. She will come to groups and just needs to be invited.

2. Annual Plan



The foreword in the plan says that every Partnership Board is “central to the strategic planning, commissioning, delivery and performance management of all services as they relate to learning disability in every local area”

That the Boards are a very important part of all planning and services for people with learning disabilities

Making sure the right people come to meetings

- We started to think about the people we thought should come to meetings.
- We thought about whether it was important to have the top people or the people who are doing the jobs.
- We thought that the Valuing People guide gave ideas about the title of the person who should come but that we could make our own decision about who would be the most help in changing things.
- We thought senior people had a lot of priorities and might not be able to come to the meetings.
- We thought it was important to have Councillors at meetings as they lead the policy.

We thought it was very important that that the senior people like the directors hear our key messages. We decided that a good way to do this would be to ask them to a meeting once a year, and to send them the minutes of the meetings. We could send the annual report to them, saying what we have done and what we plan to do in the next year. We could also ask them what their plans are to make sure they are including people with learning disabilities.

New members

- The new job in the city council and PCT called Joint Associate Director of integrated strategic commissioning.(Jane Brentor and Kate to ask)
- One of the Cabinet members for Children's' services. (Ivan to ask)
- Public health person form the PCT (Kate to find out more)

Ivan suggested that he and Hilary write down a list of ideas and people and send it on to everyone.

Who we report to

We thought about who we report to.

The annual plan talks about the following groups:

- The health ombudsman
- Overview and scrutiny committee in cabinet
- Local strategic partnerships
- Joint strategic needs analysis process (JSNA)
- Local area agreements

We thought the Children's Trust was also important.

Brian wondered if going to scrutiny panel was the best way and Ivan is going to think about this, they are going to talk to others about the best way. Ivan is part of Cabinet and already reports to them.

Hilary and Kate are going to meet to think about, how, why and when we link to other groups. They will then share this with everyone as a draft for changes. We need formal links as well as the informal ones we already have.

We also wondered about doing a short newsletter after meetings to tell people what we have been doing. We could write one about all the areas for the open day in July.

Writing the plan

Hilary has asked the people with the leads in areas to fill in the report for their area. These can then be sent to people on the Board.

We talked about the section called **Quality Assurance and Monitoring**.

- We thought we did this in an informal way when we talked about topics at the Board. Some people thought the meetings were a good place to say if things were not working well. We could also think about times when services are shrinking and monitor these changes.
- We thought about some of the ways monitoring is done at the moment. For example providers give a lot of information to commissioners as part of their reports. Heather said that in Hampshire young people are beginning to assess services and parents go to see if places are family friendly.
- We decided we could hold an event and ask people what works and what doesn't. We thought it was important to remember that people might not come along if things are going well, and that we might get all the same people. So it was important to encourage everyone to come along.
- We thought that the Clearer Information group could help to check.
- We have not done an Equality Impact Assessment on the Board and decided to draw up a checklist of questions for new services.

The City Council has the responsibility for safeguarding for adults. There is a special board that Ivan sits on. We thought it would be a good idea to ask them for reports 4 times a year about what is going on. Kate said she would talk to Sue Lee about this. In Children's services their board has checked (audited) on what happens for children with disabilities for the last few years. There is a report every 3 months.

3. Anything else?



At the next meeting we will be thinking about spending the learning disability development fund (LDDF). We decided that we would not ask people to write new reports when they were asking for the same area as this year. We would ask them to update us on anything new.

We could also think about whether any of the areas around us are doing anything, for example in Hampshire.

We talked about our open day in July. We thought about where to have it. We thought a Saturday would be good (not the first one in July) and to see if the Sir James Matthew building was free.

Kate has been to the first meeting of people across Hampshire thinking about those with autism. They are going to be working on 5 key areas, understanding who the people are, engaging service users and their carers, work development, access to general services, and care pathways and service specifications.

4. The next meeting will be on the 8th March 2010



People who came to the meeting

Ivan White – Councillor and Joint Chair
Matthew King – Self Advocate and Joint Chair
Brian Parnell - Councillor
Jamie Schofield – Specialist Community Service Manager
Charles Hodgson – Chief Executive Choices Advocacy
Claire Petrie – Self Advocate
Hilary Linssen – Valuing People Implementation Manager
Heather Aspinall – Chief Executive Bradbury Centre
Jenny Strevens – Mencap Chair
Kay Labon – Parent Carer
Mark Wilford – Self Advocate
Kate Dench – LD Joint Commissioning Service Manager
Alex Iles – Manager Mencap
Becky Badger – Choices
Alan Lebas – Self Advocate
Richard Pearce – Parent Carer
Sukwinder Singh – Self Advocate
Mike Stonehouse – Self Advocate
Sue Perry – Housing Policy Officer

APOLOGIES

Rae Barwick – Parent Carer
Barbara Compton – Head of Division
Carol Valentine – City Council
Jeffrey Parker – Self Advocate
Ena Conway – Service Manager for Learning Disability, City Council
Annie McIver – Principal Officer Children's Services
Eddie Leach – Parent Carer
Justin Dunkason – Self Advocate
Jeremy Secchi – Self Advocate
Claire Royal – Choices
Alan McDougall – Self Advocate
Amy Hobson – Health Specialist Trust