

**NOTE OF THE FIFTEENTH MEETING OF THE LEARNING DISABILITY
IMPLEMENTATION ADVISORY GROUP HELD ON 16th DECEMBER 2004
AT THE MEDIA RESOURCE CENTRE, LLANDRINDOD WELLS.**

PRESENT:

David Felce – Co-chair
Glayne Walker – Co-Chair (supported by Yvonne Hedges)

Members

David Allen
Jim Crowe
Evan Davies
David Edwards (supported by Peter Wakeford)
Margaret Gregory
Mike Kerr
Paul Lawrence (supported by Yvonne Hern)
Chris Maggs
Liz Neal
Sean O'Reilly
Ann Thomas
Stephen Wade
Bryan Williams

Assembly Officials

John Carter
Alyson Collins
Pat Vogt
Sarah Watkins

1. Welcome & apologies

1.1 David Felce welcomed David Allen to his first meeting of the Group. He also welcomed Carol Rea and Pam Dacey from Swansea Social Services Department who would be giving a presentation on the Unified Assessment Process and how it operates in Swansea. He advised that David Edwards was attending the Group as a Service User representative and that All Wales People First was actively seeking to fill the vacancy occasioned by Paul Leathwood's resignation.

1.2 Apologies were received from Ian Ferris, Brickchand Ramruttun and Peter Watkins (members) and Peter Meredith-Smith (Assembly official).

1.3 David Felce advised that Bethan Evans had replaced Nigel Miller as the representative of the Welsh Therapists Advisory Committee on the LDIAG. Also that Roger Banks' place on the Group as representative of the Royal College of Psychiatry, Welsh Branch had been taken by Helen Matthews.

2. Presentation and discussion on the Implementation of the Unified Assessment Process in Swansea.

2.1 Carol Rea and Pam Dacey gave a presentation on the Implementation of the Unified Assessment Process in Swansea. Members were given the opportunity to raise queries on the process used and a discussion followed. The Group was reminded that the Swansea system was continually being updated and improved. The Group thanked Carol Rea and Pam Dacey for their informative presentation and Chris Maggs for making the arrangements for the presentation.

3. Report back on the Services Principles/Service Responses sub-group meeting.

3.1 John Carter said that a sub group comprising Jim Crowe, David Edwards, Stephen Wade and Bryan Williams had met to consider the local authority bids and been joined by Assembly officials and SSIW. He advised that the bids had been assessed against 5 criteria:

- Were the local consultation arrangements reasonable?
- Were the proposals for the use of the grant funding focussed on activities encompassed within the Service Principles/Service Responses guidance?
- Did the proposals for the use of the grant resources appear consistent with the outcomes from the local audit?
- Did the proposals for the use of the grant resources for each year match the grant allocation available to the authority for each year?
- Were the proposals for the use of the grant money for new activities or an expansion of existing activities and not displacing/replacing existing local statutory authority funding?

3.2 The sub group had raised queries on 21 of the 22 bids received. The sub group agreed that of the 21 bids: 17 could be cleared by Assembly officials once the queries had been satisfied; and the other 5 should be referred back to the sub group once the additional information requested had been received. The sub group had also agreed to prepare a contribution to the 'Lessons Learnt' paper that the LDIAG were preparing. John Carter reminded members that at the November meeting he had invited members to submit to the Secretariat their ideas on what should be included in the LA annual monitoring reports on the grant but that no members had yet responded to this invitation.

Action:

- For the Group to be provided with a summary of what individual authorities are to spend their grant allocation on – Secretariat
- For the sub group's contribution to the 'Lessons to be Learnt' Paper to be circulated to the Group once Secretariat had agreed it with the sub group members - Secretariat.

- For Torfaen's amendment to its dataset to be circulated to Group members - Secretariat.
- For members to provide the Secretariat with their views on what should be included in the LA annual monitoring reports by 12th January 2005 - Members.

4. Initial discussion on health checks for people with a learning disability and the establishment of a Task and Finish Group.

4.1 John Carter reminded the Group that the Minister was keen to see a proposal developed for Health Checks for people with a learning disability and for these to be included as part of the Local Enhanced Service for GP's. The Minister wished to know the views of the Group on what should be encompassed in the health checks; how they should be implemented; and their frequency – and for these views to inform the Assembly's future negotiations with the General Practitioner Committee Wales (GPC W). Margaret Gregory, Mike Kerr, Paul Lawrence, Liz Neal and Sean O'Reilly volunteered to form a Task and Finish Group for this work to be joined by Assembly officials John Carter, Derek Fishwick, Pat Vogt and Sarah Watkins. Members also agreed that Stuart Bartley, National Public Health Service (NPHS) should be invited to join the Task and Finish Group and suggested that the NPHS should be invited to give a presentation on their work at a future meeting of the Group.

Action :

- Secretariat to set up a Task and Finish meeting and invite Stuart Bartley to attend.

(Meeting subsequently arranged for Thursday, 10th February in the Assembly Offices, Llandrindod Wells. Stuart Bartley has advised that he is unable to attend and Julie Caffel is attending in his stead.

- Secretariat to invite the NPHS to give a presentation at a future meeting of the Group.

5. Discussion on the monitoring the implementation of the Group's Communication Action Plan

5.1 Jim Crowe said that he had not proceeded with the advertisement for the LDIAG Information Officer but would do so in the New Year. The four voluntary organisations concerned also needed to meet to discuss the Communication Action Plan and in particular how it should be monitored. It was agreed that a sub group should be set up to oversee the implementation of the Communication Action Plan and David Felce, Glayne Walker, David Edwards and Jim Crowe put their names forward for this. It was suggested that once the web site had been set up members should visit it periodically to

ensure that it met their expectations and advise the sub group of any aspects that they were not happy with/needed updating etc. It was suggested that the web site should be set up so that the number of hits by locality could be determined. Members also agreed that the sub group should report back periodically to the main group.

Action:

- Secretariat to provide comments on the job description drawn up by SCOVO.
- Sub group to report back periodically to the main group.

6. Update on the Advocacy Grant Scheme

6.1 David Felce welcomed Janet Badger, Advocacy Grant Scheme Manager, BILD to the meeting. Janet Badger gave an update on the first two years of the Advocacy Grant Scheme and advised that £136,986 was available under the third and final grant application round which was due to close in mid January. She added that BILD intended holding two conferences on Advocacy in March 2005 – one in Wrexham and one in Swansea. She confirmed that invitations to the Seminars would be sent to all LDIAG members. The Group thanked Janet Badger for her very helpful presentation.

Action :

- BILD to keep the Advocacy sub group informed of progress on the two seminars being arranged.

7. Discussion on the proposed reduction in the Supporting People Grant

7.1 Jim Crowe outlined the changes proposed to be made in the Supporting People grant and in particular the proposal to cut the budget by 9.7%. It was agreed that the Group should write to the Minister setting out its concerns about the way the reduction is proposed to be managed; that it should not lead to people with a learning disability being disadvantaged; and reminding the Assembly of its aim to help people with a learning disability live independently.

Action: Chris Maggs, Liz Neal, Jim Crowe and the co chairs to draft a letter to send to the Minister under David Felce's signature to be copied to Edwina Hart and Sue Essex.

8. 2005 meeting arrangements for the Group

8.1 Two schedules proposing dates for future LDIAG meetings were circulated at the meeting – one showing meetings roughly every 5 weeks and one showing meetings roughly every 8 weeks. It was agreed that the schedule setting out meetings roughly every 5 weeks should be adopted and that this should be kept under review. David Felce commented that he would meet with the Secretariat in the New Year to review the forward work programme.

Action:

- Secretariat to advise members not present on the day of the agreed dates for future meetings.
- David Felce and the Secretariat to review the forward work programme.

9. Minutes of the last meeting (18th November 2004)

9.1 The minutes of the meeting were agreed as a true and accurate record.

10. Action Log and Matters arising

10.1 Draft Mental Health Bill – The Group was advised that the Minister would be appearing before the Joint Committee to give evidence on the draft Mental Health Bill.

10.2 Children's NSF consultation document – Jim Crowe advised that no comments had been received from members by the agreed date.

Action: Jim Crowe and Ian Ferris to draw up a draft response to the consultation document for circulation to the Group.

10.3 Employment – David Felce advised that he had contacted Dave Jackson, DWP who had led the Employment Group for Valuing People. Dave Jackson was presently finalising a report which would be sent to David Felce for information.

Action : David Felce

10.4 Education – It was agreed that it would be useful to know how the LDIAG could input into the Assembly's Education Advisory Groups.

Action: Secretariat

11. Any Other Business

11.1 It was pointed out that Brickchand Ramruttun had not attended any LDAIG meetings for some time.

Action:

- Secretariat to write to Brickchand Ramruttun asking whether he wished to remain on the Group as an ADSS representative and whether he would be attending future meetings.

11.2 David Felce said that Rosie Cribbs, Social Firms Wales had asked if she could give a presentation to the LDIAG on the work of her organisation. It was agreed that a decision on this would be deferred until the Group starting looking at employment issues in more depth and a view would be taken at that time.

Action:

- Secretariat : to advise Rosie Cribbs of the Groups decision.

12. Date of Next Meeting

12.1 Members noted that the sixteenth meeting of the Implementation Advisory Group would take place on Thursday, 20th January 2005 at Rhayader Leisure Centre.

Alyson Collins
Secretariat to the Learning Disability
Implementation Advisory Group