

**NOTE OF THE THIRD MEETING OF THE LEARNING DISABILITY
IMPLEMENTATION ADVISORY GROUP HELD ON 10th JULY 2003 AT THE
COMMODORE HOTEL, LLANDRINDOD WELLS**

PRESENT:

David Felce – Co- Chair

Members

John Ashton
Jim Crowe
Evan Davies
Paul Lawrence
Liz Neal
Sean O'Reilly
Brickchand Ramruttun
Peter Watkins

Assembly Officials

John Carter
Alyson Collins
Peter Meredith Smith
Pat Vogt

1. Apologies

1.1 Apologies were received from Roger Banks; Lynda Bransbury; Chris Evans; Ian Ferris; Chris Maggs; Chris Major; Louise Price; Ann Thomas; Stephen Wade, and Julie Williams (members) and Peter Lawler and Sarah Watkins (Assembly officials).

2. Welcome

2.1 The Co-chair welcomed Sean O'Reilly, representative of the Royal College of General Practitioners to his first meeting of the Implementation Advisory Group

3. Minutes of the second meeting (5th June)

3.1 The minutes were accepted as a true record of the meeting.

4. Matters arising

4.1 Presentation/communication – The Group noted the Presentation/ Communication Paper drawn up by the Co-chair which had been circulated prior to the meeting. It was agreed that:

- where possible papers should be sent by e.mail but that if members preferred hard copies they should advise the Secretariat.
- all papers for the Group should be sent to the Secretariat to circulate to members.
- documents tabled on the day of a meeting should also be available in large font (point 14)
- that members could if they wish adopt the colour coding system used by the AWPF for LDIAG papers: agenda – fluorescent yellow; minutes – yellow; action log – pink; membership list – white; and meetings schedule – orange
- the papers presented to the Group should have the name of the originator and a classification i.e for discussion; draft paper, final paper.
[Action: Secretariat/Members]

4.2 Specification for a Research Project into Placements – it was agreed that members would be provided with an update on the present position on this project. [Action: Secretariat]

5. LDIAG Work Programme

5.1 The Group noted the LDIAG Work Programme drawn up by the Co-chair which had been circulated prior to the meeting. The Co-chair advised that the Work Programme had been drawn up in line with the 9 Policy Areas listed in the Annex to the Group's Terms of Reference.

Policy Activity 1 – Members were advised that the Service Principles/ Responses Sub Group would be meeting on 4th August and that draft guidance should be available for consideration at the September/October meeting of the Group. The guidance would include proposals for a minimum data set to accompany LA applications and other supporting information to be provided e.g the structure of the application. [Action: Service Principles/ Responses Sub Group]

Policy Activity 2 – The Group agreed that it was important to establish what information was already readily available. Further, that a copy of the Research proposal prepared by its predecessor the Learning Disability Advisory Group should be circulated to members. Appendix 1 of the Work Programme was considered and it was agreed that if members considered there were any omissions then these should be e.mailed to the co-chair. A query was raised about the work Professor Emerson was doing in England and the co-chair agreed to look into this and report back. [Action: Secretariat/Members/Co-chair]

Policy Activity 3 – Agenda item 6

Policy Activity 4 – Pat Vogt advised that the guidance on Person Centred Planning would be issued in its final form before the end of the financial year. It was agreed that a pre-consultation draft of the guidance would be provided to members in September/October 2003. [**Action:** Secretariat]

Policy Activity 5/6 & 8 – members were advised that the work on transition planning was now subsumed within the Children’s National Service Framework (NSF). It was agreed that sub groups should be set up to oversee the Children’s NSF, education, person centred planning and transition. [**Action:** Co-chair to e. mail group members seeking members for these sub groups]. The Group was reminded that the Co-chair and Liz Neal were representing the LDIAG on the Autism External Working Group including its Health and Social Care sub group. It was agreed that representation should also be sought on its Education sub group. [**Action:** Co-chair/Liz Neal to raise this at the next meeting of the Autism External Working Group.

Other issues:

Statement of Policy - It was agreed that Wales was out step with the other home countries in not having an up to date statement on learning disabilities. [**Action:** Co-chair to write to the Minister asking if the Welsh Assembly Government wished to restate its position on learning disabilities and if so whether she would like the Group to draft a paper].

Action on other targets in ‘Fulfilling the Promises’ - Members agreed that the Group’s Terms of Reference needed to be expanded to include other key areas such as modernising day services and considering the needs of people with learning disabilities. [**Action:** Co-chair to write to the Minister seeking to expand the Group’s Terms of Reference. The Co-chair also agreed to make enquiries about what England was doing on the Carers Strategy].

6. LDIAG Paper on Advocacy – report back from sub group

6.1 Sub group members confirmed that an initial meeting had been held and a further one arranged for early September. They advised that it had been agreed not to co-opt members at present but that this option had not been ruled out. [**Action:** Jim Crowe to suggest people in the advocacy field who could be co-opted onto the sub group]. It was agreed that the sub group’s task was to draw up a paper setting out what was seen as good practice in the advocacy field which could be used to inform the Advocacy Grant Scheme decision making process. [**Action:** Sub group members to draw up a Paper for consideration by the LDIAG by October 2003].

7. Presentation on the Advocacy Grant Scheme – Ian Darch, British Institute for Learning Disabilities.

7.1 Ian Darch gave a presentation to the Group on how the Advocacy Grant Scheme would be run including the timetable, what needed to be agreed, how BILD would tell people about the scheme and the need to set up a small

steering group. The Steering Group would agree: the application form and guidance notes; what is meant by 'independent' advocacy; and which projects should be funded. It was agreed that people on the Steering Group should not have a 'conflict of interest'. It was agreed that the Advocacy sub group would form the Steering Group with other people being co-opted as necessary. Paul Lawrence said that as it was likely that a number of All Wales People First Groups would be applying for grant it would be difficult for him to take part in the decision making process. **[Action:** It was agreed that BILD should send out the draft forms and guidance notes to all Group members for comments but that the Steering Group should take the work forward. BILD agreed to give a progress report on the grant scheme at the October meeting.

Paul Lawrence thanked BILD for their clear presentation and papers.

8. Speech and Language Services for Children and Young People – Consultation Document

8.1 It was agreed that the Group should send a collective response to the consultation and that if they wished members could respond in their own right. **[Action:** Sean O'Reilly and Jim Crowe agreed to prepare a draft response for consideration by the Group at the September/October meeting. Members agreed to feed in their comments to Sean and Jim].

9. Any Other Business

9.1 Paul Lawrence said that the Consortium had agreed the method of selecting candidates for the two learning disability vacancies on the Group. It was hoped that recruitment would be completed before the September meeting of the Group. Paul confirmed that the other co-chair would be selected once the recruitment process had been completed.

9.2 Members attention was drawn to the Paper circulated on the National Partnership Forum for Older People In Wales.

10. Date of Next Meeting

10.1 It was agreed that the fourth meeting of the Implementation Advisory Group would take place on Thursday, 25th September 2003 at a venue to be agreed in mid Wales (subsequently confirmed for the Pencerrig Hotel near Builth Wells.

Alyson Collins
Secretariat to the
Learning Disability Advisory Group.