

WHSCCT'S LOCAL IMPLEMENTATION GROUP MEETING
DAY CARE / DAY OPPORTUNITIES REVIEW

Notes of meeting held on 11 September 2015 at 1.00 pm in the Conference Room, Lakeview Hospital with video-link to Conference Room, Strathdene

Present: Rosaleen Harkin, Assistant Director, Adult LD Services (Chair)
Carina Boyle, Head of Service
Geraldine Holmes, Project Officer
Caroline Morewood, Manager, Evergreen
Adele Darby, Service User, Destined
Roisin Kielty, Transition Officer, EA
Dermot O'Hara, Manager, Destined
Raymond Boyle, Manager, Maybrook
Mary Bell, Parent/carer
Leslie Ann Newton, Director ARC NI
Colman Callen, Parent/carer
Louise Donnelly, EA Transition Co-ordinator
Ann McGurn, Camphill Clanabogan
Sandra Love, Service Manager, Childrens Services
Cllr Frankie Donnelly, FODC
Caragh McLaughlin, Team Leader
Patrice Curran, Community Services Manager
Mickey O'Neill, Team Leader
Kerry Mallon, Positive Futures
Denise Sweeney, Locality Manager Mencap
Geraldine Ledwith, SDCW, Killadeas
Irene Millar, Assistant Director, Inspire
Caroline Kelly, Parent/carer
Ann McGrade, SW Transitions, Childrens Services
Mairead Brogan, Manager, Apex

Apologies: Margaret Dolan, Head of Service & Strategic Lead for Daycare
Shane McKinney, DARD
Maire Boyle, Community Services Manager
Joanne Clarke, Positive Futures
Tom Martin, Parent/carer
Colman Callen, Parent/carer
Margaret McDaid, Community Access Worker
Carla Devine, Benbradagh
Bob Henry, Parent/carer
Mary Galbraith, Parent/Carer
Pauline McHenry, Parent/Carer
Oonah Cassidy, Manager, Glenside ATC
Victoria Smith, Daycare worker, Glenside ATC
Damien Corr, Manager, LCDI
Mary Jones, Strule/Erne
Sinead Murphy, Mencap
Niall Campbell, Manager, Omagh Centre
Cllr Victor Warrington, FODC
Cllr Paul Fleming, Derry City & Strabane District Council
Mary Leonardo, Service Manager, NIAMH

ITEM	ITEMS AND DISCUSSIONS	ACTION
1	<p><u>WELCOME AND APOLOGIES</u></p> <p>Rosaleen welcomed Louise Hunter, SDS , Implementation Officer to the meeting. Louise gave a short presentation on Self Directed Support and a question & answer session ensued.</p> <p>Rosaleen gave Margaret Dolan’s apologies and advised she is chairing today’s meeting in her absence. All other apologies will be noted in the minutes due to the large number received.</p>	
2	<p><u>MINUTES OF MEETING DATED 7 MAY & 30 JUNE 2015</u></p> <p>Rosaleen advised that the minutes of 7 May had not been signed off at June’s meeting due to PPI issues raised by carers. A meeting took place with HSCB/PHA on 2 July to address these issues with a further Trust meeting on 7 September with carers who participate in the Local Implementation group. Consensus from the Trust’s PPI meeting was that all present were happy with the PPI engagement by the Trust with the review process. Ongoing dialogues will continue with HSCB and their need for PPI to be strengthened, enhanced and developed further. It was agreed that both sets of minutes could now be signed off.</p>	
3	<p><u>UPDATE OF WHSCT’S REVIEW OF DAY SERVICES</u></p> <p>Rosaleen gave a brief overview of the review process to date and discussed the action plan. Three actions have not been completed within the timeframe:</p> <ul style="list-style-type: none"> • Recruitment of band 6 transition officers – HR process ongoing • Analysis of findings from scoping exercise – due to the large task involved in analysing these findings this piece of work has not been completed within the timeframe as agreed on Action Plan. It is hoped this will be completed within the next few weeks. The Action Plan has been amended to reflect PPI meetings. • Pilot group of services users – this work has commenced and Margaret McDaid will provide feedback at next meeting. 	<p>MMcDaid</p>
4	<p><u>UPDATE FROM REGIONAL GROUP</u></p> <p>Rosaleen read out an update from Margaret Dolan who attended the Regional meeting on 30 July 2015. The following points discussed</p> <ul style="list-style-type: none"> • Transport/Transport NI • Service criteria • 5 Trust’s updates • DRD & social farming funding <p>A copy of this update will be uploaded onto the Trust’s webpage.</p>	

5	<p><u>WHSCT DRAFT TERMS OF REFERENCE</u></p> <p>Following PPI meetings with HSCB/PHA on 2 July 2015 and a further meeting with carers on 7 September 2015, the Trust's Terms of Reference have been amended and shared with all present. Amendment includes PPI engagement. Carers present at today's meeting agreed the Terms of Reference could be signed off. Mary Galbraith could not attend today's meeting but gave her agreement for this document to be signed off. Rosaleen advised those present that comments could be submitted to Geraldine but if no comments received by 18 September 2015 then the document would be taken as a final version.</p>	LIG
6	<p><u>ANALYSIS OF QUESTIONNAIRES</u></p> <p>Questionnaires issued to parents, carers, service users and staff have now been analysed and have been shared with all present. If no further comments are received by Tuesday, 15 September these will be signed off as final documents and uploaded onto webpage.</p> <p>Due to the large task of analysing the scoping exercise from statutory facilities, this has not been completed within the timeframe. It is hoped this exercise will be completed within the next few weeks.</p>	LIG G Holmes
7	<p><u>SUBGROUP NOTES FROM 5/6/15</u></p> <p>Notes shared for information and will be uploaded on to the webpage shortly.</p>	G Holmes
8	<p><u>REVIEW & UPDATE OF ACTION PLAN</u></p> <p>Action plan was discussed and reviewed under Item 3 of the agenda so no further discussion required.</p>	
9	<p><u>PUBLIC MEETINGS</u></p> <p>Dates and venues shared for Public meetings and all present asked to share this information as widely as possible. Notification has been distributed to all members of Local Implementation Group and Subgroups for onward distribution to carers and staff within their services areas. Notification put on webpage and sent to Parents & Friends groups, carers' group, Trust's communication department for Facebook & press release in local newspapers.</p> <p>Caroline Kelly advised that carers from SWCF would attend the meeting in Enniskillen. She advised that there needs to be a clear understanding of recommendations from the review. Regional Strategy document very clear on how to take things forward.</p> <p>Rosaleen advised that a report would be developed with recommendations and an action plan. The report will clearly set out the strategic direction in the West and identify what carers and service users require and need in the future. The final report will be created and agreed with parents, carers, service users and all relevant stakeholders.</p>	

