

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

Notes of meeting held on 7 May 2015 at 10.00 am in the Conference Room,
Lakeview Hospital with video-link to Conference Room, Strathdene

Present: Margaret Dolan, Head of Service & Strategic Lead (Chair)
Rosaleen Harkin, Assistant Director, Adult Learning Disability Services
Carina Boyle, Head of Community Services, Prof SW Lead
Geraldine Holmes, Project Officer
Carla Devine, Manager, Benbradagh
Caroline Morewood, Manager, Evergreen
Mary Galbrath, Parent/Carer
Pauline McHenry, Parent/Carer
Caroline Kelly, Parent/Carer
Michael Cole, Service User, Destined
Adele Darby, Service User, Destined
Eugene Baldrick, Parent/Carer, Destined
Damien Corr, LCDI
Roisin Kielty, Transition Officer, EA
Amanda Kelly, Glenshane Care Centre
Ann Marie Donnelly, Transition Service Mgr, Liberty Consortium
Margaret McDaid, Community Access Worker
Kerry Mallon, Positive Futures
Joanne Clarke, Positive Futures
Robert Henry, Parent/Carer
Patricia Griffith, Manager, Lackaboy
Mary Jones, Strule/Erne
Mickey O'Neill, Team Leader
Sinead Murphy, Mencap

Apologies: Leslie Ann Newtown, Director, ARC NI
Brenda Carr, Service User, Evergreen
Dermott O'Hara, Manager, Destined
Patrice Curran, Community Services Manager
Raymond Boyle, Manager, Maybrook
Oonah Cassidy, Manager, Glenside ATC
Shane McKinney, DARD
Councillor Alan Robinson, Causeway Coast & Glens
Peggy Faulhaber, Camphill Clanabogan
Niall Campbell, Omagh Centre

ITEM	ITEMS AND DISCUSSIONS	ACTION
1	WELCOME AND APOLOGIES Margaret Dolan welcomed everyone to the meeting and advised	

that the minutes of these meetings would not be verbatim and presentation would take the form of the last two meetings. A round of introductions took place due to parent/carer representatives joining the Implementation Group.

Two of these carers expressed their dissatisfaction of the following; not being involved from the initial stages; not being issued with the Terms of References so therefore unclear of the review process and why they were here; meetings without parent/carer representation already taken place and Action Plan being in place since January without parent/carer involvement.

Margaret Dolan and Rosaleen Harkin both gave a lengthy description of the process of the review and the two initial meetings were to plan and work out a schedule for the review process. Margaret explained that due to an overwhelming amount of parents who have expressed an interest in being part of the review process it was therefore necessary to meet with parents and carers across the Trust area and ask them to choose a representative to sit on the LIG. Unfortunately this process took to last week to complete with Margaret Dolan meeting with a total of 49 carers Trustwide and thus the reason why the parent/carer representation was only at the table now. Margaret Dolan explained the Terms of Reference was the starting point to the review and will be circulated when updated to reflect the recent new members of the LIG. The two carers remained unsatisfied with explanations and the debate went on for some considerable time. Rosaleen Harkin pointed out to the two carers that it has been noted that the learning disability programme of care endeavours to ensure engagement with parents and carers throughout any processes.

A carer video-linking from Omagh interrupted this conversation and expressed his annoyance of the length of time being spent listening to this debate and asked that the meeting resume as items on agenda had not even been discussed yet and other participants at the table were not getting the chance to contribute. They felt the meeting was very disconnected with some people taking up all the time.

Margaret Dolan agreed with this comment that the debate had taken up some considerable time of the meeting but felt there were some issues that need to be clarified and stressed the importance of parent/carer representation at the meetings and indeed representation of local councillors. She advised that she was trying

	<p>to be as open and transparent as possible and explained the enormous effort by the Trust to get the review to the current stage.</p> <p>A carer within the meeting room at Lakeview expressed her approval of how the review had commenced so far and relayed to those present that it was clear from the minutes of the past two meetings exactly what the review was about. She stated that she was very happy to take up membership of this group at this stage and felt the previous two meetings were to plan the way forward.</p> <p>To allow the meeting to proceed, Rosaleen Harkin agreed to speak to the carer raising concerns within Lakeview at the end of the meeting.</p>	
2	<p>MATTERS ARISING <u>Update from Regional Group Meeting</u></p> <p>Minutes from the Regional meeting have not yet been circulated. The meeting was attended by Margaret Dolan, Geraldine Holmes and Rosaleen Harkin. Rosaleen Harkin gave an overview on the following points discussed:</p> <ul style="list-style-type: none"> • Outlined representation of stakeholders at the recent Regional Group meeting and advised that a director in Mid Ulster Council who represents the 11 new super councils was also a member. • 5 Trusts being tasked with this review and a summary given of the current work being undertaken by each of them. It was clear the WHSCT are fairly well advanced with the review in comparison to the other Trusts. • Issues presenting in community facilities ie leisure centres in relation to day opportunities • Malachy Dolan, Social Farming gave a short presentation to the group and the success of the day opportunities project both to the service user and their carers. • DARD to work closely with social farming with £30K being allocated to support the social farming aspect. Planning for the deployment of the funding should be complete between now and the summertime. Belfast Trust was very interested in the aspect of social farming. Malachy Dolan can be invited to the WHSCT's LIG to give a presentation if 	

requested.

- Community transport and the cuts to the budget and how this will impact on service users discussed. Keith Walsh advised that a total funding of £380 million goes into the mobility DLA component in Northern Ireland. Rural transport and concerns due to budget cuts also discussed. Rosaleen Harkin advised that transport continues to be a financial burden to the Trust. WHSCT pay transport costs and receive no uplift or additionality to support these costs. Need to look at funding streams available and how they are deployed.
- Iolo Eilian, Chair of the Regional Group met with RQIA and one of the topics was Day Opportunities standards. All Trusts at the regional meeting not in favour of standards being developed for day opps. Rosaleen Harkin gave an explanation of regulated services and impact this would present for day opps.
- Funding opportunities-. Bid for 1.5 million made by HSCB to share between 5 Trusts – still no clarification on this funding.
- The Trusts highlighted to the Regional group that the meetings should be proactive and deliver on the TOR.
- Trusts have signed up to the review and to the Board and need to see other departments at the table.

Margaret Dolan advised that the Regional group need to produce a structured action plan so they can be held to account to deliver

Pauline McHenry asked who the parent/carer representative was at Regional group level. Rosaleen Harkin advised that there had been none present at last week's meeting but Margaret Dolan assured the group that there had been parent/carer representation at a previous meeting she attended. Caroline Kelly had emailed Iolo Eilian and received a response in relation to this query.

Caroline Kelly asked Rosaleen Harkin if there were any signs of decision making at regional level. Rosaleen Harkin advised that it was still early days and it will take time to evolve. She referred to the WHSCT's action plan between now and December and the vision we are working to and any action or blockages within the plan to be highlighted at regional level. She discussed the 940+

	<p>services users availing of day care and day opps and commented that we are all in agreement that we are facing in the same direction with the person with LD at the centre. We need to be open and broadminded and consider and encourage active involvement across all departments.</p> <p>Roisin Kielty enquired about the arrangements across all the Trusts in relation to LIG's and advised that other transition officers in education have minimal awareness of the impact of this work in their respective areas.</p> <p>Pauline McHenry referred back to the need for ensuring reflective arrangements in respect of safeguarding for adults who attend day opportunities.</p> <p>A discussion ensued around this matter taking in all aspects of safeguarding, risk assessments, clients with complex needs and accountability. Rosaleen Harkin advised on the accountability and assurances required and contracted arrangements that would have to be met. She discussed policies, risk assessments and the role of the keyworker in ensuring the safety of clients placed in day opps. She advised some framework/governance would be needed around day opps services but relayed that if standards are developed they are absolute and if standards are not met then services would be obliged to meet these.</p> <p>Robert Henry discussed the Bamford review and felt there had not been much progress made. He felt that there was a hidden agenda and the review was being undertaken to cut services.</p>	
	<p><u>Update of WHSCT's Review</u></p> <p>Margaret Dolan gave an overview on the position of the Trust's review as follows:</p> <ul style="list-style-type: none"> • Action Plan – Version 2 now in operation. This Plan remains flexible and may be subject to change throughout the course of the review • Subgroups explained in detail and feedback from the first subgroup held in April was positive. • The HSCB has requested a geographical map from the Trust depicting all day care/day opps (statutory & contracted out) within the WHSCT area. This is nearing completion and will be shared with the HSCB and LIG when finalised. 	

	<ul style="list-style-type: none"> • Communication strategy discussed and quarterly newsletters will continue. The first newsletter has been issued. Geraldine Holmes advised that contact has been made with the Trust's Communication Department and it is proposed to have a 'page' within the current Trust's webpage to allow copies of minutes and other relevant documentation to be uploaded. This will have open access and may take approximately 4 weeks to get it up and running. Caroline Kelly suggested uploading parent/carers' contact details on this page. Margaret Dolan advised that this would only be possible if parents/carers gave their permission. Geraldine Holmes will email parents with this request. • A pilot scheme due to begin in Phase 1b (July –Sept) has already started. Margaret McDaid, Community Access Worker, explained that this pilot has commenced with 5 new referrals received within the past few weeks. These individuals have never accessed community activities in the past. This pilot will take place across the geographical spread of the Trust area and Margaret McDaid will keep the group updated with this scheme. 	<p>Geraldine</p> <p>Margaret McDaid</p>
	<p><u>Staff Questionnaires</u></p> <p>Staff questionnaire circulated to the group for consideration and sign off. Caroline Kelly thought the questionnaire would reflect the regional recommendations. Robert Henry thought that perhaps there was excessive information being requested from stakeholders to support the review. Margaret Dolan explained the importance of the review to each and every individual and provider and the importance of giving everyone a voice. It was suggested removing staff name and asking a further question to incorporate staffs' personal views. The questionnaire will be reflected to include these two suggestions. Ann Marie Donnelly felt it was good to establish a baseline and felt this questionnaire was a good means to do this. It was queried by carer if trade unions had been consulted. It was agreed consultation would take place if the need arose further into the review.</p> <p>Margaret Dolan asked those present if there were any further comments regarding the questionnaire to come back to Geraldine Holmes otherwise they would be circulated next week.</p> <p>Direct payments and self-directed support discussed and</p>	<p>LIG</p>

	<p>Margaret Dolan advised that this would be discussed further within the workshops. It was queried if those receiving direct payments had been included in the review process. Margaret Dolan advised that this was not the case but this would be a very small proportion of carers and would be considered.</p>	
	<p><u>Amended Proposed Structure for future subgroups</u></p> <p>Due to several topics being covered within the first subgroup, the structures were amended and shared with the group for sign off. Margaret Dolan asked for feedback of those who attended the first subgroup and if they were in agreement of the format of the workshops. All agreed that the workshops were very productive and Adele Darby advised that she enjoyed her role within this group.</p> <p>Pauline McHenry stated that the subgroups were good but it was hard to follow items discussed at the feedback meeting when the two groups came together and it would be good to see a typed copy of the discussion from both groups. Margaret Dolan advised that salient points from the subgroups would be typed and presented to the group at a later stage.</p> <p>Margaret Dolan discussed the topics identified for the next subgroup meeting on 5 June 2015 and broached briefly on the 'criteria' topic. She remarked that at a recent meeting with RQIA, they had advised that it is the service provider who sets the criteria and RQIA will measure the service on this criteria and see if it is being carried out to their satisfaction. Margaret Dolan gave an example of one service trying to deregister to become a day opps provider and the problems they were encountering. A discussion ensued around day care standards and it was agreed to issue Caroline Kelly with a link to this document. Rosaleen advised that it is the DHSSPS who set the standards and RQIA monitor against these standards. The standards can be found on the DHSSPS website.</p> <p>Margaret Dolan advised that the questions set for the workshops will evolve around the 3 areas as previous; parent/carer; service user and community.</p> <p>All in agreement with structures and format of workshops.</p> <p>Mary Galbraith stated that it is important when future planning that something is provided for our young adults. Centres are currently</p>	<p>Geraldine</p>

	<p>full to capacity and with some adults transitioning it is not really understood what they need until they arrive within adult services. Rosaleen Harkin agreed that good transitioning between children's services to adults is important. She stressed more day services are required and the HSCB must commission whatever comes out of this review. It is important we use this process to continue to lobby for provisions for adults with a learning disability.</p> <p>Rosaleen Harkin gave a short overview of young adults transitioning and explained that funding does not follow through to adult services. These individuals remain with adult services for life and the associated pressures this presents to the service.</p> <p>Pauline McHenry queried of the cohort of older service users within daycare services and how they would be captured. Margaret Dolan advised the scoping exercise would capture all services users and also a scoping exercise was also being undertaken of those individuals who would be transitioning within the next 5 years.</p>	
	<p><u>Scoping exercises</u></p> <p>A short analysis from the parent/carer questionnaires was shared with those present but it was pointed out that this was not factual and not to be used until the final analysis was complete.</p> <ul style="list-style-type: none"> • 359 questionnaires have been received to date and logged on a database although further questionnaires have been received over the past few days. Of the 359 logged, 230 service users received day care only and 103 of these parents/carers would consider day opportunities. It was clear, despite an explanation of day opps being provided with the questionnaire, that some parents/carers are unsure of this service and would like more information. • 463 completed questionnaires have been returned by services users – there is a possibility if the service user is receiving day care and day opps then 2 returns may have been submitted. • Scoping exercise – the meeting were informed that audit has agreed to assist with this exercise and will analyse the information provided. <p>It was agreed by the group all the above questionnaires must be returned by Friday, 15 May to allow for the analysis to</p>	

	<p>commence.</p> <ul style="list-style-type: none"> The staff questionnaire will be circulated following today's meeting and a cut-off date will be agreed. 	
3	<p><u>ANY OTHER BUSINESS</u></p> <p>Margaret Dolan stated the Trust was committed to the review process and outlined the enormous task of the review. This was also highlighted to the regional meeting.</p> <p>Before the meeting closed, Rosaleen Harkin referred back to the debate at the beginning of the meeting and how the meeting was steered away from the relevant topics. She advised if any points or issues need to be addressed that they are done so in a mannerly fashion with points made once and not repeatedly throughout the meeting. She relayed to those present that the next meeting would be more structured and would stick to agenda items. She noticed people around the table were beginning to lose interest and some had already left the meeting and she did not want people to lose momentum. She stressed that protocols would be in place on how future meetings are conducted.</p>	
4	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>The next LIG meeting will be held on Tuesday, 30 June 2015 at 1.00 pm. Video-link is available between Lakeview Hospital & Strathdene House, Omagh.</p>	
	<p>As there was no further business to discuss, Margaret Dolan thanked everyone for their attendance and commitment.</p>	