

## LIMAVADY ADULT LEARNING DISABILITY LOCAL INVOLVEMENT GROUP

### Minutes

11 February 2021

#### Attendees:

##### Chair

Julie McGinty, Involvement Business Manager

##### WHSC

Maire Boyle, Head of Service

Deirdre Kelly, Involvement Facilitator

Christine McLaughlin, Assistant Director

Vanessa Carlin, Benbradagh Day Centre Manager

Donal McNicholl, Social Work Team Leader

##### Service User/Carer

John McCann, Carer

Bronagh Devlin, Service User

Mary Devlin, Carer

Joanne Kinnear, Manager, LCDI

No.		Lead Person	Action
1	<b><u>Apologies</u></b> Danielle McCrudden, Carer Charlotte Kidd, Carer Ann Hamill, Carer Claire Hamill, Service User		

	Linda Clarke, Head of Service, WHSCT		
	<p><b><u>Welcome and Introductions</u></b>  Introductions were made by all present.</p>		
2	<p><b><u>Previous Minutes / Matters Arising</u></b></p> <p><b><u>Day Centre capacity</u></b>  A scoping exercise will be undertaken to look at the possibility of providing extended hours in the existing premises. John McCann enquired if the Trust has explored the possibility of procuring additional premises. Christine McLaughlin stated that due to the processes the Trust must go through, as dictated by the Department of Health, it is not possible to purchase additional accommodation. She stated that extended hours in the existing premises is the best way to move forward. Joanne Kinnear stated that we must move forward in acceptance of the position we are rather than continuing to discuss the procurement of additional premises which is not a viable option.</p> <p><b><u>Update on respite services</u></b>  The group was informed that a scoping exercise is to be undertaken to look at possible locations for new respite premises. John McCann stated that the proposed respite facility should be situated in Limavady. Maire Boyle replied that a scoping exercise will be undertaken to ascertain need and providers will need to ensure any chosen location would be financially viable. This will likely result in the need for negotiation and agreement around the site which may be a central point to serve a number of areas.</p> <p><b><u>Multi Use Garden Area (MUGA)</u></b>  Julie McGinty and Donal McNicholl have been in contact about this project and a further meeting has been arranged. A report on progress will be given at the next meeting.</p>	Julie McGinty	Report to group on progress of MUGA

	<p><u>COVID Vaccination for Learning Disability Clients</u> Residents living in Supported Living have received their COVID Vaccinations. Service Users who are registered to attend Daycare will be vaccinated in the coming 2 weeks.</p> <p><u>PPI Training</u> Charlotte Kidd, Mary and Bronagh Devlin, Anne and Claire Hamill attended this training from the Limavady LIG. This training was found to be both interesting and useful by attendees.</p>		
3	<p><b>Terms of Reference</b> Julie McGinty presented the Terms of Reference which were developed by Carers and Services Users in 6 workshops which were held across the Trust in 2017. The group agreed the TOR in principle.</p> <p>Members will be asked for their views regarding the time the LIG meetings take place.</p> <p>John McCann highlighted the importance of not setting the quorum for meetings too high as on occasion the numbers in attendance at the LIG can be small. Julie McGinty and Donal McNicholl agreed.</p>	Deirdre Kelly	Ask LIG members if they would like to meet in the daytime, evening or either.
4	<p><b>Chair / Co-chair – Roles and Responsibilities</b> Julie McGinty outlined the roles and responsibilities for the Chair and Co-chair and the support which would be available to them from the Involvement Team. She stated that the group should think about potential nominations for these roles. John McCann stated that he does not wish to take on the role of Chair but would be willing to consider the Co-chair position. He suggested that the number of Chair / Co-chair meetings which are planned might deter members putting themselves forward for these positions. Julie McGinty suggested that where Chair and co-chair are nominated, they could rotate meetings. She suggested</p>		

	that in the future the LIGs could meet 3 monthly. John McCann agreed with this but said that, initially, they should meet every 8 weeks.		
<b>5</b>	<p><b>Induction and Training</b></p> <p>The group were informed that a programme of Induction Training is being developed. This will be available to existing members and will be a prerequisite for those wishing to join the group. John McCann stated that potential LIG members may be deterred from joining because of the formality of Induction Training. Maire Boyle agreed that the Induction Training in conjunction with formal meetings could be off putting. Julie McGinty said that it is important that potential members have a clear understanding of what to expect and the terms of Reference before joining the LIG.</p> <p>However, she agreed that the formality of ‘training’ may put people off and that she will change the language and format of Induction. Julie will ensure the Induction will be an informal ‘Welcome’, with one to one meeting with the local facilitator to discuss the terms of reference, meeting etiquette etc before attending a LIG.</p> <p>Mary Devlin agreed. She stated that the Limavady LIG is too “top heavy” with WHSCT staff in attendance and more carers should be encouraged to join the group. She suggested that there needs to be a balance between being too formal and having enough information so that it is taken seriously.</p>		
<b>6</b>	<p><b>Planning Session</b></p> <p>Julie McGinty outlined the Planning Session which is scheduled for 24<sup>th</sup> March. This will be open to all LIG and SIG members and will focus on the ALD Hub and Action Plan. It will provide direction for the next 12 months.</p>		

7	<p><b>Communication Update</b></p> <p>Deirdre Kelly informed the group that the Involvement Team have been in discussion with the Trust Communication Department about revamping the ALD Hub to make it more user friendly. The Involvement Team are adding updates to the ALD Hub on a regular basis including a monthly “e-zine” newsletter. A quarterly printed newsletter will be distributed to all Carers and Service Users.</p> <p>An annual report is being compiled which will demonstrate the progress within ALD Services.</p>		
8	<p><b>Local Finance Update</b></p> <p>The budget allocated to the Limavady LIG has been used to purchase Christmas Activity Packs, Draw ‘n’ Dance Workshops and SingTonicity Workshops. As these workshops were available to Service Users from Derry, Strabane and Limavady the costs have been divided between the 3 LIGs. .</p> <p>The group agreed to the following proposals:</p> <ul style="list-style-type: none"> <li>○ Trailer for St Finloughs Group</li> <li>○ Sensory room equipment</li> </ul>		
9	<p><b>Any other business</b></p> <p><u>New staff</u></p> <p>Julie McGinty informed the group that Peter Quinn would like to come to speak to the group about their experiences with Childrens Services. Maire Boyle, Donal McNicholl and Christine McLaughlin felt that this was not appropriate at present.</p>		

	<p>Julie McGinty informed the group that a new Dementia Nurse and Speech and Language Therapists have recently taken up post and would like to introduce themselves to the group at a future meeting.</p> <p><u>Transport</u> John McCann stated that service users getting the bus to the Benbradagh leave their home at 8.30, don't arrive in the centre until 10.45 and then depart at 2.30. The fact that staff are out supervising on the buses impacts the programme of those who are delivered to and collected from the centre by parents/carers and this is not satisfactory. Julie McGinty suggested that this issue could be identified by the LIG as a priority. John McCann agreed with this.</p>	Julie McGinty	Liaise with Dementia Nurse and Speech and Language Therapists regarding introduction to group
10	<p><b><u>Next Meeting</u></b> 15<sup>th</sup> April 2021.</p>		