Western Health and Social Care Trust

WHSCT'S LOCAL IMPLMENTATION GROUP MEETING

DAY CARE / DAY OPPORTUNITIES REVIEW

Notes of meeting held on 24 March at 2 pm in the Conference Room, Lakeview Hospital with video-link to Conference Room, Strathdene

Present:
Margaret Dolan, Head of Service & Strategic Lead (Chair)
Caroline Morewood, Manager, Evergreen
Brenda Carr, Service User, Evergreen
John Doherty, Senior Day Care Worker, Maybrook
Geraldine Holmes, Project Officer
Dermott O'Hara, Manager, Destined
Michael Cole, Service User, Destined
Adele Darby, Service User, Destined
Niall Campbell, Manager, Omagh Centre
Teresa McKernen, Service User, Omagh Centre
Kerry Mallon, Positive Futures
Sinead Murphy, Mencap
Patricia Griffith, Manager, Lackaboy
Mary Jones, Strule/Erne
Mickey O'Neill, Team Leader
Ann Marie Donnelly, Transition Service Mgr, Liberty Consortium

Apologies:
Leslie Ann Newtown, Director, ARC NI
Patrice Curran, Community Services Manager
Raymond Boyle, Manager, Maybrook
Rosaleen Harkin, Assistant Director, Adult Learning Disability Services
Carina Boyle, Head of Service & Professional Social Work Lead
Margaret Murphy, Community Services Manager
Oonah Cassidy, Manager, Glenside ATC
Margaret McDaid, Community Access Worker (WHSCT)
Amanda Kelly, Glenshane Care
Damien Corr, Manager, LCDI
Margaret Cameron, Inspire
Shane McKinney, DARD
Nuala Mullan, DRD
Patricia Rodgers, Fermanagh & Omagh District Council
Jo Corcoran, Positive Futures
Peggy Faulhaber, Camphill Clanabogan
Anne Ramsey, New Horizons
Mena Moore, Faughanvale Community Project
Rosin Kielty, Transition Officer
Carla Devine, Manager, Benbradagh Centre

ITEM	ITEMS AND DISCUSSIONS	ACTION
	Addition to minutes of 26 February under item 2.1 Transport should include………… …..*Amanda suggested that subgroups should look at the infrastructure and facilities in urban and rural areas separately. Margaret & Rosaleen confirmed that these topics will be included in thee review process*	

ITEM	ITEMS AND DISCUSSIONS	ACTION
1	**WELCOME AND APOLOGIES** Margaret welcomed everyone to the meeting. A round of introductions took place due to new members joining the group. Apologies noted. All present advised to email Geraldine before Friday, if any further amendments required to the minutes of 26 February otherwise they would be taken as correct. It was noted that there continues to be minimal response to the request for local representation of government groups to sit on the LIG group. Margaret advised that this issue would be raised at the next Regional Group meeting.	
2	**MATTERS ARISING** **<u>Update On Current Position Of Review</u>** Margaret gave a brief overview of the review to date. She again reiterated her concerns regarding the lack of commitment from the government agencies participating in the review process and advised that any proposed new model for day opportunities will only be achievable with cross-departmental working. Geraldine advised that the Council departments appear to be keen to send representation and advised nominations will be made following the Councils' AGM at the end of March. The Terms of Reference has been signed off at last meeting. The scoping exercise remains ongoing both within Trust facilities and the independent/voluntary sector. Geraldine has received a number of completed returns. Questionnaires have been circulated to independent sector managers and will be returned to Geraldine when collated. Margaret asked for these to be returned as soon as possible to allow for analysis to commence. Dermot queried if his questionnaires could be returned after a meeting with parents/carers on 29/4/15. It was agreed they could be returned following this meeting. Margaret advised there had been huge interest from parents and carers to be part of this group. As this is an agenda item it will be discussed later in the meeting.	
	<u>Action Plan</u> Margaret informed the group that the Action Plan has been shared with the regional group. When confirmation of regional group meetings have been confirmed the action plan will be amended to reflect these meetings. She advised that Geraldine and herself will meet on Friday to update the Action Plan following actions from today's meeting. This will be recirculated to LIG members early next week. Margaret queried from those present if they had shared the Action Plan within their own service areas and if any feedback had been provided. Feedback from those present noted as follows: • Information welcomed and well received by parents, carers and staff • Agreed that all relevant stakeholders were being represented	**Margaret/ Geraldine**

ITEM	ITEMS AND DISCUSSIONS	ACTION
	• Independent/voluntary sector will bring forward at their respective meetings with service users and parent groups. • Interesting to see views of all parties. • Some families/staff raising queries with community teams regarding future direction of day care services Margaret responded to a few points above and advised that feedback received from independent/voluntary sector meetings could be shared at LIG meetings or by emailing Geraldine. It is important to take on board all views and comments raised. She relayed that quarterly updates would remain a fixed agenda at Integrated Community Team meetings to keep staff up to date with the review process. She also remarked of the need to keep lines of communication open. She informed the group of the importance of being as open and transparent as possible when sharing the information.	
	Structure for Subgroups Margaret briefed the group of the proposed structure for the formation of the subgroups. It is proposed to have 2 subgroups operating at one time within Lakeview & Strathdene; one for daycare and one for day opportunities with a Lead being appointed for each group. Topics for the subgroups will be identical and list of questions will be prepared for discussion. A time limit will be set for subgroup discussions and it is proposed the groups will come together collectively at the end of each session to give an overview of their findings. Margaret advised that this was a draft structure and asked those present if they felt all areas were covered or if there was anything they wished to add. Dermot suggested partnership working across the wider community and an infrastructure to ensure partnership working should be looked at further down the line. Margaret responded that this was how she would see the all the sessions working and that partnership working should be to the fore within all topics. It was queried if there would be representation from parents and carers within these groups. This is an agenda item and will be discussed later in meeting. Margaret asked those present to discuss the draft structure within their respective areas and if any comments or proposals to be made, then to email Geraldine by lunchtime on **2 April 2015** otherwise the structure would be taken as agreed.	**LIG**

ITEM	ITEMS AND DISCUSSIONS	ACTION
	Map detailing Day Care/Day Opportunity Services within WHSCT Margaret explained the purpose of the map. It has been devised to plot all day care / day opportunity services within the WHSCT area, both statutory and contractual services. This map will be shared with the regional group.	
	Newsletters Margaret asked those present for their views on the newsletter and the easy read version for service users. The group commented that the presentation of both newsletters looked very good. Margaret relayed that this was another tool for sharing information with the wider community and would help share the work being undertaken within the review process with all relevant stakeholders. The group were allocated until **Friday, 27 March 2015** at lunchtime to make comments otherwise circulation of the newsletters would commence on Monday.	**LIG**
	Process to engage other providers/parents/service users Margaret explained that there were an overwhelming number of carers expressing an interest to be involved with the review process and it would be impossible to have all parents/carers present at meetings. It is proposed to hold a separate meeting with those parents and carers who have expressed an interest over the next few weeks and request them to appoint a representative to sit on the LIG and subgroups. Margaret queried if an invitation should be extended to parents/carer within independent/voluntary organisations for these meetings It was suggested after discussion that the invitation should be extended to all. It is proposed to hold two meetings, one in the northern sector and one in the southern sector. Mickey suggested most carers would prefer that meetings are arranged for mid- morning. Margaret relayed to the group that the subgroups would give managers an opportunity to bring staff along to participate and it was another forum for engaging stakeholders. It was also agreed that managers could bring along another service user from their areas for representation at each of the subgroups.	**Margaret/ Geraldine**
3	**ANY OTHER BUSINESS** Margaret asked those present if they felt the information being provided through the LIG meetings was suitable and informative for sharing within their teams and service areas. It was agreed that information was suffice. She advised the facilitation of subgroups would help broaden the review process to wider audience.	
4	**DATE AND TIME OF NEXT MEETING** The next meeting will be held on **Thursday, 7 May 2015 at 10 am**. Video-link is available between Lakeview Hospital & Strathdene House, Omagh. ***Please note earlier time of this meeting for this month only.***	
	As there was no further business to discuss, Margaret thanked everyone for their attendance and commitment. She again advised that any comments on today's meeting or documentation distributed could be addressed to Geraldine via email.	