

**Make it Happen Group Meeting**  
**10<sup>th</sup> February 2011 2-4 KH G7**



Brighton & Hove  
 Learning Disability Partnership Board  
[www.brightpart.org](http://www.brightpart.org)

**Present:**

Diana Bernhardt – Chair  
 Kay Holden  
 Mark Hendriks  
 Karen Kingsland  
 Eva Jarvis  
 Sarah Crowe – Notes

**Apologies**

Jenny Brickell  
 Maureen Pasmore  
 Cameron Brown  
 Tim Wilson  
 Naomi Cox

Items	Actions
<p><b>1. Minutes and Matters Arising – DB</b>            Minutes agreed.            DB advised that details regarding LDDF had been issued and the vision circulated.            Regarding the network meeting date to be set up for 2.5hrs. DB to possibly lead and invite Jane MacDonald? First meeting will be about Dementia. To include clinical leads and 2-3 providers.</p>	<p><b>SC to set up date</b>  <b>DB to confirm with Cameron Brown and Jane MacDonald regarding involvement.</b></p>
<p><b>2. Joint Strategic Needs Assessment – DB</b>            JSNA sent to the LDPB for comment will then be sent again on the 18<sup>th</sup> February for final issue. Will then be discussed at the LDPB in March. An accessible summary will also be made available in march. The JSNA contains around 40 recommendations.</p>	<p><b>SC to send to LD Providers</b>  <b>SC to send to Judith Cooper</b></p>
<p><b>3. Equalities Impact Assessment – Karen</b>            KK explained the work the LDPB had done regarding equalities. And at a LDPB meeting people were asked what the LDPB does well, could do better and does not do so well. KK presented a report of findings broken down by each area i.e. BME, age, gender and compared to each function i.e. meetings, information, outcomes. EIA to be called Including Everyone plan. KK to create a summary of what we know and need to find out. Once information is populated will go through MIH meetings also include in JSNA, however this is only about work of the LDPB. Any comments to email KK.</p>	<p><b>KK to circulate all reports presented to meeting to the LDPB And MIH group.</b></p> <p><b>All to email KK with comments regarding TOR/membership for the LDPB.</b></p>
<p><b>4. Learning Disability Annual Report – Karen</b>            Request for the LD Annual Report and that the same template is used as last year and will be required by June. Will be using 2010/11 figures. Will be added to the agenda for the LDPB.            The Make it Happen plan will also be updated in April. Some information requested to include in the annual report is collected at B&amp;H in a different formats. Agreed to have a special LDPB meeting to discuss the report in June and will raise at next chairs planning meeting.</p>	
<p><b>AOB</b>  <b>Reporting and Performance Targets for the LDPB</b>            For the above agreed that to include details in the safeguarding report about people in hospitals including length of stay.            KK suggested including a count of the people who attend the LDPB and from which sector.            EJ suggested including details of hate crime and KK the number of organisations who have signed up to the Thumbs Up pledge.            MH suggested asking housing and health about people in receipt of services to then report this back to the LDPB.</p>	<p><b>Agreed to add to agenda for another meeting to discuss reporting and performance</b>  <b>Add LDDF money to agenda for next meeting.</b></p>

Speak/Link group/Carers Centre will collate information related to who attends listening lunches and other meetings and who is consulted of the work of the LDPB.	
<b>Next Meetings: All from 2-4 in B31 Kings House</b> <ul style="list-style-type: none"><li>• 1<sup>st</sup> March 2011</li><li>• 11<sup>th</sup> April 2011</li><li>• 4<sup>th</sup> May 2011</li><li>• 6<sup>th</sup> June 2011</li><li>• 4<sup>th</sup> July 2011</li><li>• 1<sup>st</sup> September 2011</li><li>• 3<sup>rd</sup> October 2011</li><li>• 1<sup>st</sup> November 2011</li><li>• 5<sup>th</sup> December 2011</li></ul>	