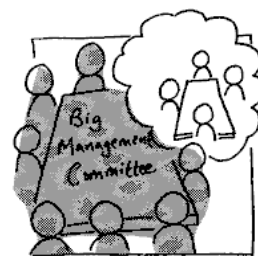


Wakefield Learning Disability
Partnership Board
Employment Delivery Group
www.wakefieldldpb.org.uk



- Time:** 10am
- Date:** Wednesday 12 May 2010
- Venue:** Meeting room 82 Batley Road
- Present:** Jayne Gilmour (Chair) — Service Manager Strategy and Business Development
Sara Pearson — Admin Co-ordinator Valuing People
Alan Stewart — Transitions Champion
Guy Harrison — Social Enterprise Project Leader
Ann Lindop — Millennium Care Services
Lisa Willcox — Modernisation and Development Manager
Rebecca Squirrell — Learning Disability Partnership Manager
Ruth Liley — Special Needs Co-ordinator Wakefield Connexions
Julie Darnbrough — Back in Touch
Vicky Richardson — Senior Officer, Employment
Vicky Hyde — Service Manager, Mencap.
- Apologies:** Christine Herbert — Team Manager CTLD South
Sharon Watson — Service Manager Provision Disabilities
Sue Kennedy — Jobcentre Plus
Gemma Weatherill — Sparkling Clean

1. Introductions and Apologies

Gary Wilson and Jo Rawnsley have come to talk about Individual Budgets and the Personalisation Agenda.

2. Individual Budgets

Gary brought examples of how Individual Budgets can change lives. He brought 2 case studies for the group to read.

The Personalisation Agenda is all about promoting independence and raising aspirations and anyone who fits the eligibility criteria around the need for personal care (substantial and critical) can apply for an Individual Budget.

The individual must fill in a Self Assessment Questionnaire and complete a support plan, which must be agreed with the Social Worker's Assessment. Once this has been agreed it then goes through the Resource Allocation System which calculates how much funding an individual will receive towards care costs.

The group discussed how funding could be used to support people in employment. Gary said that good quality support plans are crucial and we will need to make sure that aspirations around employment meet individual's care needs.

There is a lot of work underway with providers gathering information about costs of the service and some training has already taken place with some providers.

There is a lot of work to do with Social Workers, as good quality assessments will be a key part of the process. They will need to make sure outcomes are around personal needs not services.

Allan asked what systems are in place to make sure that good quality assessments are done. Gary explained that lots of training has been planned. Allan agreed to sit in on an assessment to see how they work and feedback to the group.

The group agreed to run a pilot for 5 people over the next 3 years.

- ◆ Ann Lindop agreed to identify someone on a 1-to-1 basis in Millennium Care Services.
- ◆ Vicky Richardson will speak to Day Opportunities to identify someone using the service.
- ◆ Rebecca thought it would be a good idea to pick someone that will need more than 12 week support.
- ◆ Julie agreed to work with Vicky Richardson to identify someone.
- ◆ We will identify someone using Mencap's service at a later date.

3. Minutes of the last meeting and matters arising

CTLD representation — There has been no representatives from the CTLD's for the last 3 meetings. Jayne will raise this issue with Jim Leyland.

Also, Jayne will speak to Jim regarding amending the assessment document. It should now include a section around employment aspirations.

Martin Mullen is the autism specific Social Worker.

Sean Selby PE and Sport Development Manager — Julie Darnbrough and Vicky Richardson agreed to contact Shaun to discuss in more detail.

If anyone wants to contact Shaun his number is 01924 307254.

Travel Training — Some travel training has been carried out but skills are a lot lower than first thought. One individual is almost ready to travel independently.

The team is doing a lot of work with families as they are quite negative about letting their son or daughter travel independently.

Rebecca explained that the Safeguarding Delivery Group is doing a lot of work around Safe Places and special bus passes with Metro.

Café Frobisher — Guy is still waiting for costs around materials from John Wallbank.

CHANGE Employment Guide and CD Rom — Unfortunately they wouldn't send any examples of accessible documents but they did offer to come to a meeting to talk about employment. Sara will invite them to the August meeting as Oakfield Park will be giving a presentation in the June meeting.

We wanted to purchase the pack on behalf of the Partnership Board which would enable members of the Board to use it but unfortunately this isn't possible. CHANGE said that any other organisations wanting to use the pack would have to buy their own.

Learning and Skills Council — Please see attached information from Alan Stewart about the change over of funding from the Learning and Skills Council to Family Services.

Cheryl Hobson attended the last Partnership Board to give an update.

Moving On event — There will be a Moving On event for young people on 14 October. There will be information on opportunities and pathways including education and training etc for people moving from childhood to adulthood.

4. Project Updates

Positive Opportunities contract — Julie Darnbrough

Hidden Talents

- ◆ 18 people have been referred to the scheme
- ◆ 4 people have been supported in to work

Aspire to Work

- ◆ 46 people have been referred to the scheme
- ◆ 2 people have a job

Back in Touch have been engaging with employers in particular the Crowne Plaza Hotel in Leeds. They are really interested in working with them.

2 posts are in the process of being job carved in Wakefield Council. Future individual training needs will need to be looked at.

Multitaska — Guy Harrison

- ◆ YPO contract for 18,000 items
- ◆ SWYPFT contract for 8,000 items
- ◆ 3 people are working 16 hours a week over the next 2 weeks
- ◆ The Future Jobs Fund has secured a post for 30 hours per week

Unfortunately there is not enough work at the moment to offer people regular hours and a letter will be sent out to families explaining the situation. This should change once sufficient contracts have been secured.

Roadways - Vicky Hyde

- ◆ 43 people have now been referred to the scheme
- ◆ 16 people are in paid employment
- ◆ Activity Worker should be starting at the end of May. Just waiting for CRB check to come back

Millennium

Ann Lindop explained that she now has a new job. It is Employment Project Manager.

Sparking Clean

Gemma sent her apologies for the meeting today but sent an update that was circulated with the agenda.

Sparking Clean will be picking up the cleaning contracts for the 2 new buildings on Lawefield Lane.

In-house Employment Team

- ◆ Julie and Jayne will be making sure work style opportunities have a clear pathway to work and alternative places will need to be looked at, not just Day Opportunities
- ◆ A garage at Newton Bar has agreed to offer real work experience in a real working environment

5. **Film proposal** — Vicky Richardson

Vicky brought a proposal from Yew Tree to make a DVD about getting a job. Yew Tree already has experience of working with people with learning disabilities.

The group agreed to wait until after the presentation from Oakfield Park and also look at what is already available rather than use funding for something that may already exist.

6. **ESF Contract and strategic planning** - This is known as the Think Positive Scheme.

No update but we will keep an eye on what we are commissioning.

7. **PSA 16 funding**

Lisa has put an advert together for the consultant and is waiting for CV's to come in. If we don't find a suitable person, we can go out to tender.

The group discussed this and suggested trying the Chamber of Commerce or contacting Jenny Anderton if Lisa can't find a suitable person.

8. **Any other business**

Dr B's in Harrogate — Vicky visited Dr B's. It is a successful training restaurant and coffee shop which provides training in catering and clerical skills for young people aged between 16 and 24 with a wide range of learning needs. Most people are on a 2 year NVQ options scheme, after which they will be able to move into permanent employment.

Vicky will find out how many people have gone on to gain employment.

We will look at the possibility of gaining NVQ qualifications in work style opportunities at a future meeting.

Transitions pack — Kate Pearson has sent this pack to Lisa for comments. There is a specific paragraph in the benefits sections that needs to be changed. Lisa

has suggested some changes and is waiting for them to send it back. Alan also agreed to look at it.

8. Date of the next meeting

Wednesday 23 June 2010, 10am in the meeting room at 82 Batley Road.