

LANCASHIRE MENTAL HEALTH AND SOCIAL CARE PARTNERSHIP BOARD (LPB)

Minutes of Meeting
Tuesday, 15th December 2009

Present:-

Waheda Ahmed
William Bingley
Tracey Callaghan-Hayes
Ian Clift
Dave Croll
Rebecca Davis
Tim Ewen
Ellis Friedman
Peter Green
Judith Griffin (*chair*)
Brian Gumbley
Rod Hacking
Maureen Hindle
Steve Johnson
Helen Lammond
Christina Lyons
Michelle Lyons
Phil McGladdery
Valerie Minns
Angela Radcliffe
Pat Rolph
Carole Shaw
Heather Tierney-Moore
Marjorie Twist

Carer Representative
Chairman
Project Manager (designate)
Carer Representative
Custody Policy Manager
Network Director – Mental Health Comm.
Head of Criminal Justice
Director of Public Health
Deputy LTSC Chair/Service Manager
Chief Executive
Service User Representative
Service User Representative
Service User Representative
District Manager for Cumbria & Lancs.
Assistant Director of Commissioning
Senior Research Fellow-Faculty of Health
Third Sector Development Officer
Service User Representative
Carer Representative
Carer Representative
Senior Project Support Officer
Assistant Director of Social Services
Chief Executive
Carer Representative

Lancashire BME
NHS North Lancashire
LPB Team
North Lancashire
Lancashire Constabulary
NHS Blackburn with Darwen
Lancashire Constabulary
NHS East Lancashire
LTSC/Richmond Fellowship
NHS Blackburn with Darwen
Central Lancashire
North Lancashire
East Lancashire
Jobcentre Plus/DWP
NHS Blackpool
LPB Team/UCLan
LPB Team/UCLan
Fylde Coast
East Lancashire
Fylde Coast
LPB Team
Blackburn with Darwen Borough Council
Lancashire Care NHS Foundation Trust
Central and West Lancashire

Apologies:-

Anne Asher
Richard Jones (*co-chair*)
Janet Ledward
Kevin Parkinson
Steve Pullan
Wendy Swift
Janet Tonge

Director of Quality and Performance
Executive Director of Adult Social Services
Dir. of Procurement, Contract. & Mkt. Mgt.
Dep. Chief Executive/Dir. of Finance & Info.
Director of Housing and Social Services
Chief Executive
Community Network Director

NHS Blackburn with Darwen
Lancashire County Council
NHS Central Lancashire
NHS North Lancashire
Blackpool Council
NHS Blackpool
NHS East Lancashire

Part 1		
No.	Item	Action
12/09/01	<p>Introduction and apologies</p> <p>Judith welcomed new and existing members to the meeting, noting; the re-launch of the Partnership Board, its difference in membership, the importance of having the right level of seniority present from organisational members, and the service user and carer impact to be able to influence how services may be improved.</p>	
12/09/02	<p>Minutes of previous meetings</p> <p>The minutes of the two previous meetings held on 6th March 2009 and 11th June 2009 were agreed as accurate records.</p> <p>It was noted that the meeting held in June was not a full Partnership Board meeting; members present included the chair, Richard Jones, service user and carer representatives and the Partnership Team.</p>	

<p>12/09/03</p>	<p>Terms of Reference</p> <p>A draft copy of the LPB terms of reference was circulated with the agenda prior to the meeting. Judith noted the importance of setting out a clear understanding of the role of the group and its direct link to the Strategic Commissioning Board for Mental Health and Well-being.</p> <p>The group went through the draft terms of reference in detail, comments of which are summarised as follows:-</p> <ol style="list-style-type: none"> 1. Remit – The current remit for the group was agreed and remains unchanged. 2. Duties – The first two points listed for the groups’ duties were agreed. William questioned the wording used in point three in respect of accountability. A discussion took place and it was agreed that Rebecca would amend the wording to reflect the facilitation role of the Partnership Board rather than accountability in a formal statutory way. 3. Membership – Ellis asked if the Partnership Board’s remit covered all ages, including children’s services. Judith advised that Directors of children’s services had attended a previous meeting but was unsure as to their current involvement. <p>Rebecca confirmed Local Authority Directors had attended the board’s workshop meeting held in April 2008 and liaised previously with Janice Horrocks (former Director of Mental Health Strategic Development), but no formal membership had been confirmed. It was agreed Judith would extend a formal invitation to all three Directors of Children’s Services to join the Partnership Board.</p> <p>Valerie raised her concern over Waheda’s position as the carer member with the sole responsibility of representing BME communities for the whole of Lancashire. Waheda agreed it was difficult to be able to provide representation for all areas. Judith noted that all service user and carer members brought their own views, and that it could not possible for any member to be able to offer full representation. However, the board could look at how Waheda is supported in her wider role. Judith asked service user and carer members to consider how BME representation could be supported in the future, to promote equality and diversity if possible at their next Involvement Group meeting due to take place in January 2010.</p> <p>Maureen suggested it may be useful to have representation from housing services. It was noted that Steve Pullan (Blackpool Council) although not present today, is the Director of Housing and Social Services. Peter suggested the National Housing Federation as a possible future member and offered to forward their contact details to Rebecca.</p> <p>It was agreed Rebecca would consider further options for housing representation.</p>	<p>RD</p> <p>JG</p> <p>LPBIG</p> <p>PG</p> <p>RD</p>
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	<p>4. Governance – Judith advised she was happy for the Partnership Board to adopt the governance of NHS Blackburn with Darwen and this was agreed.</p> <p>5. Quorum – The quorum for meetings was agreed for one third of Partnership Board organisational members to be present. Heather raised a concern over the set quorum and the need for nominated deputies.</p> <p>Judith advising the quorum would not need to be restricted to health organisational members but should be adhered to with regards to the level of seniority of members. Judith advised she was unable to represent NHS Blackburn with Darwen when chairing an LPB meeting. Anne Asher (Director of Quality and Performance, NHS BwD) had given her apologies for today's meeting.</p> <p>6. Decision Making Process – Rebecca noted there were no amendments from the previous terms of reference for the decision making process. For the benefit of new members, Judith explained the history of the Partnership Board which had been built around LCfT's Strategic Outline Case (SOC) and subsequent mental health consultation carried out in 2006. It was agreed this process should continue to be adopted.</p> <p>7. Meetings – It was noted that future Partnership Board meetings will be held quarterly, a list of future dates were included as an appendix within the terms of reference.</p> <p>8. Reporting Procedure – Agreed.</p> <p>Judith added that there was a need for joint-working across the public sector and there is a general recognition of this. The work of the NHS Condition Management Programme was noted, as well as the "Working for a Healthier Tomorrow" report written by Dame Carol Black's, produced 17th March 2008 (http://www.workingforhealth.gov.uk/documents/working-for-a-healthier-tomorrow-tagged.pdf), a review of the health of Britain's working population.</p> <p>Judith expressed her hopes for the benefits of these new arrangements to be seen within the next six to twelve months, improving and strengthening services combined with the Strategic Commissioning Board for Mental Health and Well-being's role. The terms of reference were agreed subject to one amendment as noted.</p>	
12/09/04	<p>LPB Service User and Carer Involvement Group</p> <ul style="list-style-type: none"> • Lancashire Third Sector Consortium for Mental Health (LTSC) – support <p>For the benefit of new members, Peter Green (LTSC Deputy Chair/Richmond Fellowship) explained that the LTSC is a consortium of third sector mental health providers made up of charitable/non for profit organisations/groups e.g. Rethink, Together, Richmond Fellowship. The LTSC are existing members of</p>	

the Partnership Board and usually represented by Grainne Cuerden (LTSC chair/Rethink).

On the 28th September 2009, the LTSC began their new role in providing additional support to the service user and carer members of the Partnership Board and are now responsible for facilitating the LPB Involvement Group meetings which take place on interim months to LPB meetings.

Peter confirmed that five representatives from the Consortium will be responsible for providing support, and reported on the current mapping exercise underway to engage with other users and carers across Lancashire.

Judith asked new LPB members if there were any other forums within their organisations where they obtained similar feedback. Inspector Dave Croll advised that the police were currently limited, but do attend a mental health steering group but this does not have service user/carer involvement. Lancashire Constabulary representatives felt it would be beneficial being part of the Partnership Board.

Judith noted Member of Parliament (MP) residence meetings, e.g. Jack Straw (MP for Blackburn/Secretary of State for Justice and Lord Chancellor), and the work of community police.

A discussion continued around the role of neighbourhood teams, community support officers and how domestic violence could be linked to mental health problems. Dave noted the police realise there is a need for change and there were benefits to be gained, and the Partnership Board was a good opportunity to engage further with services.

Maureen gave brief details of an incident she witnessed firsthand which had been handled positively by the police, and how her comments were feedback by the Partnership Team to the police contacts concerned.

Tim Ewen explained that Lancashire Constabulary consisted of six operational divisions, each a devolved organisation with their own allocated funding. He state the need to pull together examples of good and bad practices, engage at corporate level and with service users and carers, to ask what police services should be provided. Tom warned this was at a very early stage, with wider areas still to be covered, as detailed by eighty two recommendations listed in "Lord Bradley's review of people with mental health problems or learning disabilities in the criminal justice system" produced in April 2009 (links below):-

http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_098694

(Government response to Lord Bradley's report):-

<http://www.justice.gov.uk/publications/docs/bradley-mental-health-cjs-gov-response-grid.pdf>

The discussion continued around how useful it will be for Chief Executives of public sector organisations to work together. Steve Johnson (Jobcentre Plus/DWP) advised he recognised some of the organisations Peter listed earlier in the meeting, and of his specific interest in the importance of well-

	<p>being. Carole also noted the importance for social workers and police to work together and how the Partnership Board was a good opportunity for providing the links to do this.</p> <p>Dave noted the use of the E-Card (Emergency Card) produced by Lancashire Constabulary. Both Brian and Phil gave different examples of how effective its use could be and of some people's reluctance to use the card due to the associated stigma. Previously the Partnership Board had been given a presentation on the E-Card by Constable James Holland, and it was been agreed that James should be invited back to provide an update to a future meeting.</p> <p>• Feedback newsletter</p> <p>Pat provided a brief update on the LPB Involvement Group's two monthly newsletter 'Feedback'.</p> <p>The group has continued to produce a newsletter regularly despite the break in Partnership Board meetings. The newsletter is distributed by email and post to a large audience of Lancashire wide service users, carers and staff working in health and social care, and is well received. With requests for information about local services to be included where appropriate, the newsletter had grown to twice its original size (four x A4 colour pages), and is going into its third year of production.</p> <p>Pat advised that a good communication network had been established and effective working relationships were in place with individuals, groups, forums, statutory and third sector organisations and LCfT's communications department.</p>	LPBt
12/09/05	<p>Topics for future LPB meetings</p> <p>A paper outlining topics for LPB meetings was circulated to members with the agenda. Rebecca advised that service user and carer members had met in September for a brainstorming session, to select a number of key issues to be prioritised for future discussion. The scheduling for each topic was at Rebecca's suggestion, starting with 'outcomes and quality indicators' today.</p> <p>Rebecca explained why a discussion on this topic was timely in relation to the renewal of existing provider contracts. Heather offered her support to this type of approach stating it was helpful and placed importance on reaching agreements thereafter. Maureen suggested that information on the LPB topics could be included in the preceding issues of the 'Feedback' newsletter, giving service users and carers the opportunity to contribute their views.</p> <p>Judith agreed this was an important point and asked Pat to ensure, where possible, topics could be included in future newsletters.</p>	PR

12/09/06	<p>Knowledge Transfer Partnership (KTP) Project</p> <p>Michelle gave a brief overview of the project to date, a partly government funded scheme initiated by the Partnership Team and the University of Central Lancashire (UCLan), to develop a new framework for alternative crisis services to be provided by the third sector. A current demonstration project is underway with NHS North Lancashire, using the framework to commission a new day service.</p> <p>A project initiation document outlining the new framework was agreed by the Strategic Commissioning Board, and the first stages of the project would begin with research and analysis of best practice.</p> <p>The three year project is overseen by Dr Christina Lyons (UCLan) and is due to end in August 2010. Christina has had discussions and is now liaising with the Mental Health Improvement Programme (MHIP) at NHS North West.</p> <p>Michelle advised that the Partnership Team had been responsible for producing an engagement guide for the benefit of health and social care staff, giving the team's perspective of effective engagement with stakeholders. The guide has been well received by the Department of Health (DH) and is now included on their website as an example of good practice.</p> <p>Rebecca advised members that Michelle had been nominated for a national 'Business Leader of Tomorrow' award. After being short listed and having attended an interview in London, confirmation of Michelle's success had just been received. Michelle will attend an award presentation event in March 2010.</p> <p>Judith congratulated Michelle on her achievement.</p>	
12/09/07	<p>BME Delivering Race Equality (DRE) Training</p> <p>Christina explained about the Partnership Board funded temporary post to set up a review of existing race equality training on how to deliver a new DRE training package for staff. Waseem Choudhry was appointed to the position in August 2009, hosted by LCfT under the line management of Clive Taylor (LCfT's Equality and Diversity Lead).</p> <p>The project is due to finish by April 2010 and Waseem is expected to present a report to the Partnership Board in March.</p>	WC
12/09/08	<p>Strategic Commissioning Board update</p> <p>Rebecca gave a brief update on the Strategic Commissioning Board for Mental Health and Well-being (SCB) which met for the third time on Friday, 11th December 2009. The board meet quarterly and members include PCT and Local Authority commissioners and more recently LPB service user/carer representatives, Maureen Hindle and Marjorie Twist.</p> <p>Rebecca thanked Maureen and Marjorie for the valuable contributions and recapped on the KTP work and Michelle's project initiation document which was agreed at this meeting.</p>	

	<p>Valerie asked if Partnership Board members could see the document. Rebecca confirmed the document was available immediately to those who would like to receive a copy, on request.</p> <p>Judith said she was pleased this work could now begin but expressed her disappointment of the time taken to approve work.</p> <p><i>Tracey Callaghan-Hayes joined the meeting.</i></p>	
12/09/09	<p>Any other business</p> <p>Judith welcomed Tracey to the meeting. Tracey apologised for joining the meeting late and introduced herself as the Partnership Team's new Project Manager, taking up her role from the 4th January 2010.</p> <ul style="list-style-type: none"> Valerie raised an issue about carers' assessments and advised of a project she had been involved with commissioned by NHS Central, East and North Lancashire. The project, hosted by NHS East Lancashire, includes the production of a training DVD package about carers' assessments and this is waiting to be rolled out to staff. A new position had been created to employ someone from a social work background. Although advertised and interviews held on two occasions, the position remained unfilled. <p>Now due to the current economic climate, NHS East Lancashire has decided to withdraw the previously allocated funding and move this back into a 'central pot' and the post is no longer guaranteed. Valerie advised that both NHS Blackburn with Darwen and NHS Blackpool had decided not to be involved in the project.</p> <p>Judith noted this work was a Lancashire wide issue and suggested Rebecca or Pat could look at all three local authorities to find out what other work may be in place. Judith confirmed she would be happy for this issue to be raised at the next SCB meeting in March 2010.</p> <p>A discussion continued around the concern of this work becoming out of date and the need to ensure there is no duplication across Lancashire. Ellis confirmed he was aware of the project's work and the reconsideration of funding due to the financial climate.</p> <p>Judith thanked Valerie for raising this issue, advising there could be a need for a business case to go to the SCB. Judith asked Ellis to take this issue back to East Lancashire and for this item to be included on the next SCB agenda before coming back to the Partnership Board.</p> <ul style="list-style-type: none"> Marjorie raised the issue of carers' assessments for older adults as not previously mentioned. Judith asked Carole to link back with adult social care for a response. Carole advised she was aware of this issue but would be happy to take this point away and liaise further with regards to any business planning. Heather noted the work of the 'Carers Strategy' and that it covered all ages in terms of seeking to train staff. 	<p>RD & PR</p> <p>EF & LPBt</p> <p>CS</p>

	<p>Judith advised that a specific update on carers was needed to be included as an agenda item at the next LPB meeting to cover these issues and provide any recommendations.</p> <ul style="list-style-type: none"> • Maureen asked the new Lancashire Constabulary and Jobcentre Plus members if they would be willing to provide a written briefing for the next 'Feedback' newsletter about their new involvement with the Partnership Board and what they hoped to achieve. <p>Tim confirmed he would be happy to provide a briefing on behalf of Lancashire Constabulary, but wanted to air caution in raising peoples' expectations noting this new involvement requires further learning. Tim agreed to forward to Pat some information about a draft North West strategy for social care and the police, which largely involves working with offenders and the SHA (NHS North West)</p> <p>Steve Johnson also agreed to provide a written briefing on why Jobcentre Plus has become a Partnership Board member and forward this to Pat.</p> <ul style="list-style-type: none"> • Phil asked if 'Personality Disorder' could be included on the next LPB agenda as a recent report was produced. Judith asked Phil to provide more information on this work and to liaise further with Pat. • Brian advised of the project he is involved in with regards to tackling stigma and discrimination. Having set up a non for profit making company called 'Music and the Mind', it is hoped information can be promoted through music and the arts, with the ultimate goal of staging a music festival. Brian is currently looking at recruiting a volunteer celebrity to help promote a self financed three/four day event, with press/radio/TV coverage depending on who may be involved. <p>Brian invited LPB members to become involved, firstly to attend a stakeholder meeting to be arranged in the new year. Judith asked Brian to forward details of the proposed stakeholder meeting to Pat for onward circulation to group.</p> <ul style="list-style-type: none"> • Maureen advised members of a new combined initiative involving Blackburn Rovers football club and Creative Support (a third sector mental health provider), with allocated funding for a social inclusions service. <p>Judith asked Maureen to provide some further information to Pat for onward circulation to LPB members for their information.</p> <p><i>William Bingley gave his apologies and left the meeting.</i></p>	<p>LPBt</p> <p>TE & PR</p> <p>SJ & PR</p> <p>PM & PR</p> <p>BG & PR</p> <p>MH & PR</p>
Part 2		
<p>12/09/10</p>	<p>Outcomes and Quality Indicators</p> <p>Rebecca explained the format for the second part of the meeting which would involve a brief presentation followed by small group work and an open discussion. Copies of the LPB values and vision document were tabled to members for</p>	

	<p>information. This document was produced a year ago setting out LPB principles and priorities.</p> <ul style="list-style-type: none"> • LPB Presentation – Rebecca delivered a slide presentation in respect of the ‘Quality and Outcomes Discussion’. (A copy of the presentation is attached as appendix 1). • Open group discussion – Rebecca invited members to talk in couples for approximately 10-15 minutes to discuss what things/outcomes are most important to them. Marjorie asked if she could have copies of Rebecca’s presentation slides and Pat was asked to circulate these to members with the minutes. Facilitated by Rebecca, each couple fed back ideas to the group, and Pat recorded these onto the presentation slides. <p>Valerie offered to forward to Pat for distribution, a DH document regarding information sharing.</p> <p>Judith suggested the revised NHS Constitution should also be considered to see how this linked and crossed over with the Partnership Board’s work. Heather advised this was already being looked at. It was agreed Pat would circulate a link for the NHS Constitution document to members for their information:- http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/documents/digitalasset/dh_093442.pdf</p> <p>A brief discussion continued around the implications of a general election and the Care Quality Commission. Steve J. offered some Jobcentre Plus statistics noting four locations with cases of 20-23% of people with mental health problems were recorded as being unemployed for twelve months or more. As a Partnership Board member, there will be benefits found through networking.</p> <p>Rebecca agreed to pull together the list of ideas collected into categories to be measured. Outcomes are to be discussed in more detail at the next LPB Involvement Group with the LTSC and Partnership Team to produce a report with conclusions to be taken forward for further discussion with stakeholders.</p> <p>Judith thanked members for their attendance and contributions.</p>	<p>PR</p> <p>VM & PR</p> <p>PR</p> <p>RD LPBt & LPBIG</p>
<p>12/09/11</p>	<p>Date and time of next meeting, Thursday, 11th March 2010, 12.30pm-4pm - venue to be confirmed.</p>	