

NOMINATIONS TO PROJECT BOARD – LEARNING DISABILITY

1. SUMMARY

- 1.1 The Special Committee have agreed in principle that the membership of the Project Board be extended to include service users, their carers and advocates.

2. RECOMMENDATIONS

- 2.1 Project Board is asked to approve the proposed nominations to the Project Board and to recommend these to the Special Committee.

3. BACKGROUND

- 4.1 The Special Committee held on 13 August 2008 agreed in principle to the membership of the Project Board is extended to services users, their carers and advocates as required with individuals to be identified.
- 4.2 Approximately eight service user and carer nominations were put forward in September 2008, after the Project Board requested nominations from the Project Team. The invitation to nominate was put out to Local Area Co-ordinators for Learning Disability in the 4 areas, and to Unit Managers at all the day services.
- 4.3 After discussion at the October and February meetings of the Project Team, two nominees are recommended to the Board - Mrs Wilma Dettmar (a carer) and Lorna MacDonald (a service user), both from the Lochgilphead area. The reason for recommending these individuals is they both have direct experience of Council services, have previous experience of taking part in consultations, have the capacity to participate and make their views known, as well as to represent the views of others affected by disabilities. Both have previously been involved in a Partnership in Practice group so have discussed issues with other service users and carers, and both have confirmed their willingness to be nominated as representatives.
- 4.4 The disadvantage of accepting the above two nominees is both are from Mid Argyll, and there will likely be complaints from other Service Centre areas that they are not sufficiently represented. The Learning Disabilities client group is very diverse in age and needs, so it will be difficult for someone with mild Learning Disability (who can express choice easily) to

represent the needs of those with more profound or multiple disabilities. The views of carers for this client group are often conflicting, with older carers having more conservative views and carers of disabled young people looking for different types of services. The Project Board may find they are contacted directly from other carer groups who feel they are not sufficiently represented if only two nominees are accepted onto the Board.

5. CONCLUSION

5.1 Two representatives have been identified by the Learning Disability Project Team and Members are asked to agree to endorse them onto the Project Board.

6. IMPLICATIONS

Policy: None at present.

Financial: None at present.

Legal: None at present.

Equal Opportunities: None at present.

Personnel: None at present.

James Robb
Head of Adult Care

Tel: 01546 604323

ARGYLL AND BUTE COUNCIL

TERMS OF REFERENCE

Title: Project Team for the Future Use of Disability Support Services

Remit of Team

To agree and undertake work plan to take forward the option appraisal of Disability Support Services.

The work plan will include timescales, an option appraisal and preparation and evaluation of a tender for consideration by the Project Board.

Reporting and Accountability

The Project Team will report to the Project Board who will form a Special Committee with delegated decision making powers.

Membership

| Designation | Name |
|---|----------------------------|
| Head of Adult Care | Jim Robb |
| Head of Integrated Services – Argyll & Bute CHP | Josephine Bown |
| Performance Improvement Officer | Anne MacColl-Smith |
| Service Manager | Service Manager Adult Care |
| Supporting People Manager | Ian McFadyen |
| External Consultant | Alex Davidson |
| Quality Improvement Officer - Special Projects Team | David Logan |
| Finance Manager – Special Projects Team | Chris Dalgarno-Platt |
| Interim Manager Learning Disability Network – Argyll & Bute CHP | Annalise Dickie |
| Locality Manager Helensburgh and Lomond – Argyll & Bute CHP | Anne Helstrip |
| Health Promotion Officer – Argyll & Bute CHP | Samantha Soutar |
| Personnel Services Manager | Aileen McCosh |
| Finance Manager | Joanna Miller |
| Administrator | Lorna McCallum |

Quoracy

1 Head of Service, 3 Officers (at least from Health), 1 Community Representative, 1 Carer/Service User

Meetings can proceed without this quorum but decisions will not be taken without consultation with appropriate representatives.

Agenda Setting

Agenda will be set in conjunction with the Project Board.

Administrative Arrangements

Lorna McCallum, Admin Officer, will undertake administrative duties for the team.

Work Programme

| Date | Regular Business | Special Items |
|-------------------------|---|---|
| April 2008 – March 2009 | Prepare reports as required. Updates for Project Board | Draft workplan/timescales |
| | | Prepare Service Specifications and tenders. |
| | | Prepare Consultation Strategy |
| | | Undertake option appraisal of all relevant services |
| | | Prepare a seminar for Councillors |